



Criterion-2: Teaching-Learning and Evaluation

Key Indicator – 2.5: Evaluation Process and Reforms

Metric: 2.5.3

Tenders and Bills

UNIVERSITY OF DELHI

GENERAL BRANCH-II

Room No: 209, 2nd Floor, New Administrative Block, University of Delhi,
Delhi-110007

Tel-Fax: 011-27666764 and

Email: gb2@admin.du.ac.in

E-PROCUREMENT TENDER NOTICE

University of Delhi invites tenders under Two Bids System (Technical and Financial) from reputed & eligible agencies through e-procurement for Outsourcing of Examination Services (Main Agency)

Item/Description	Details / Date
EMD	Rs. 1,00,000/-
Bid Document Download Starts Date & Time	20.11.2019 at 12.00 Noon
Bid Submission Start Date & Time	20.11.2019 at 12.30 pm
Bid Submission End Date & Time	11.12.2019 at 3.00 pm
Technical Bid Opening Date	12.12.2019 at 3.00 pm

Notes:

- (i) All details regarding the subject tender are available on our websites www.du.ac.in and <https://eprocure.gov.in/eprocure/app>. Bidders are therefore, requested to visit these websites regularly to keep themselves updated.
- (ii) Manual bids shall not be accepted.**
- (iii) For submission of E-Bids, bidders are required to get themselves registered with <http://eprocure.gov.in/eprocure/app>.
- (iv) EMD should reach the **Section Officer, General Branch-II, Room No: 209, 2nd Floor, New Administrative Block, University of Delhi, Delhi-110007**, before the end date and time of bid submission, failing which offer will be liable for rejection. Bidder, however have to attach scanned copies of EMD documents along with their e-tender.
- (v) Clarifications/ queries, if any, can be addressed to the Section officer (General Branch-II) on telephone no. 011-27666764 and email: gb2@admin.du.ac.in
- (vi) *Bidders are informed that there are two tenders (A & B), where Tender-A is reserved for Main Agency & Tender-B is reserved for Collating Agency. Bidders must be careful before applying/participating.*

REGISTRAR

Gen-II/118/2019-20/10(A)

**UNIVERSITY OF DELHI
DELHI - 110007**



**'Tender-B' for Outsourcing of Examination Services
(Collating Agency) for the University of Delhi,
Delhi- 110007**

e-TENDER DOCUMENT

UNIVERSITY OF DELHI

GENERAL BRANCH-II

Room No: 209, 2nd Floor, New Administrative Block, University of Delhi,
Delhi-110007

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REGISTRAR

INFORMATION & INSTRUCTIONS FOR BIDDERS

Earnest Money Deposit	Rs. 1,00,000/- (Rupees One Lakh Only) in the form of Fixed Deposit Receipt (FDR)/Demand Draft issued by a Nationalized/Commercial Bank in favour of Registrar, University of Delhi, payable at Delhi valid for a period of six months. EMD should reach the Section Officer, General Branch-II, Room No: 209, 2nd Floor, New Administrative Block, University of Delhi, Delhi-110007 , before the end date and time of bid submission. Bidders, however have to attach scanned copies of EMD documents alongwith the e-tender (technical bid).
Issue of Tender Document	Tender Document may be downloaded from the University website www.du.ac.in . and CPP portal https://eprocure.gov.in/eprocure/app as per the schedule.
Bid Document Download Start Date	20.11.2019 at 12.00 Noon
Bid Submission Start Date and Time	20.11.2019 at 12.30 pm
Bid Submission End Date and Time	11.12.2019 at 3.00 pm
Technical bid Opening Date and Time	12.12.2019 at 3.00 pm

INDEX

Sr. NO.	Content	Page No.
1.	Introduction	5
2.	Scope of Work	5-6
3.	Quantum of Work	6-7
4.	Technical and Qualifying Criteria	7-8
5.	Other Terms & Conditions	8-9
6.	Instructions to Bidders for online Bid Submission	9-10
7.	Opening of Financial Bid and Evaluation	10
8.	Earnest Money Deposit	10-11
9.	Final Decision Making Authority	11
10.	Summary Rejection of Tender	11
11.	Amendment of Tender Document	11
12.	Performance Bank Guarantee	12
13.	Penalty Cause	12
14.	Force Majeure	12
15.	Arbitration and Settlement of Disputes	12-13
16.	Taxes and Duties	13
17.	Terms of Payment	13
18.	Instruction for online bid submission	14-16
19.	Technical Bid (Annexure-I)	17-19
20.	Financial Bid (Annexure-II)	20-21
21.	Performa of Performance Bank Guarantee (Annexure-III)	22-23
22.	Acceptance Letter (Annexure-IV)	24
23.	Check List	25

1. INTRODUCTION

The University of Delhi is the premier University of the country and is known for its high standards in teaching and research and attracts eminent scholars to its faculty. It was established in 1922 as a unitary, teaching and residential University by an Act of the then Central Legislative Assembly.

2. SCOPE OF WORK

2.1: Pre Examination Processing

Data entry of old records of various courses such as- B.A., B.Com & B.Sc. semester system/B.A., B.Com, B.Sc, M.A., M.Com, M.Sc. (annual scheme) etc. from the manual tabulation (15000 candidates)(Based on requirement), LLB, LLM or any other course as per requirement of the University.

2.2: Post Examination Processing

- 2.2.1 To prepare Practical Award Sheets through OCR/ICR
- 2.2.2 To prepare Theory Award Sheets through OCR/ICR.
- 2.2.3 To merge Practical, Theory and Internal Assessment (I.A.) Awards Data and Submit for mismatch.
- 2.2.4 To check Mismatch report.
- 2.2.5 To update award data from Mismatch report.
- 2.2.6 To run edit on candidate master file.
- 2.2.7 To create result master as per regulation incorporating all moderation rules as per instructions of the University.
- 2.2.8 To provide copy of the result master on CD in the sequence of fictitious or original Roll Numbers for collation.
- 2.2.9 To update the result master with the corrections and provide result sheet for error cases only till all errors are removed.
- 2.2.10 To map fictitious Roll Numbers on result master to original Roll Numbers.

The following information/input will be supplied by the University to the Agency:

- Candidate Master File
- College Master
- CD of old records of all courses except those in A3.1.1
- Internal Assessment (I.A.) Award's CD
- Subject Master

- Practical Award's CD
- Theory Award's CD

2.3: Post Exam Report Generation

The following reports shall be generated in soft copy by the Agency:

- 2.3.1 Gazette as per requirement
- 2.3.2 Tabulation charts as per DU format
- 2.3.3 Marks statement/Mark sheet with details of papers/paper nomenclature/Grade Card under C.B.C.S.

2.4: Post Exam Report Printing

The following reports shall be generated by the Agency:

- 2.4.1 Printing report- Gazette on Agency printers and Agency stationary (size of paper 15" X12", 132 Column, 80 GSM Paper) on dot matrix papers
- 1.4.2 Printing of Report (Tabulation) on Agency printers and Agency Stationery (size of paper 15" X12", 132 Column, 80 GSM Paper) on dot matrix papers
- 1.4.3 Printing of Marks sheet on agency Laser printers on pre-printed DU stationery with additional security like Barcode, if required.
- 1.4.4 The rates/contract shall be valid for a period of three years from the date of issue of first purchase order.

3. QUANTUM OF WORK

The processing shall cover all undergraduate courses for the following examinations and approximate number of candidates:

- i. Semester Examination of regular (Category-A) (November & December 2019)
Approximate number of candidates: 1, 60,000
- ii. Semester/Annual Examination (Category-A) and (Category-B) of 2020
(May & June 2020)
Approximate number of candidates: (Category – A): 1,60,000
(Category – B): 3,50,000
- iii. Semester Examination of regular (Category-A) (November & December-2019)
Approximate number of candidates: 1, 60,000

- iv. Semester/Annual Examination (Category-A) and (Category-B) of 2020 (May & June 2020)
Approximate number of candidates: (Category – A): 1, 60,000
(Category – B): 3, 50,000
- v. Semester Examination of regular (Category-A) (November & December-2019)
Approximate number of candidates: 1, 60,000
- vi. Semester/Annual Examination (Category-A) and (Category-B) of 2020 (May & June 2020)
Approximate number of candidates: (Category – A): 1, 60,000
(Category – B): 3, 50,000

4. TECHNICAL & QUALIFYING CRITERIA

The bidding Agency has to furnish the following information along with the supporting documents for evaluating the technical bids:

- 4.1 **Agency/Firm:** The Agency should be a Government agency or a company incorporated as private or public limited company and should have minimum experience of 3 years of examination processing jobs.
- 4.2 **No Blacklist Certificate:** The agency should not have been blacklisted by any organization or educational institution in last three years. An undertaking on non judicial stamp paper in prescribed format (Annexure-IV) to be submitted & uploaded along with the Technical Bid.
- 4.3 **Gross TurnOver:** The Agency should have a minimum total gross turnover of at least Rs. 50 Lacs each during 2015-16, 2016-17, 2017-18. Self Attested copy of Audited balance sheet and Income Tax Return of last three years (2015-16, 2016-17, 2017-18) along with certificate of incorporation is to be submitted in support.
- 4.4 **Result Handling:** The Agency must have handled at least two similar projects/assignments (Result processing of Govt. recognized Degree/ Diploma/Secondary/Senior Secondary School Certificate will be considered only and not processing result of Entrance Exams or Admission Process) for a minimum of one Lakh candidates each at any time during last five years (from 2013 onwards). Documents in support of handling to be submitted along with successful completion certificate with contact details of concerned officials with telephone number, address, E-mail etc. Details to be provided in the prescribed format attached at Annexure –I.
- 4.5 **Business Profile:** Detailed business profile along with space and organizational structure showing details of professional, technical and other manpower with their qualifications and experience.

- 4.6 **Manpower Strength:** The Agency must have a minimum of 20 employees with at least five Computer Professionals on its rolls presently.
- 4.7 **Understanding scope of work:** Agency shall also submit detailed note explaining the scope of work understood by them and which shall be executed by it.
- 4.8 **Quality Control:** Detailed lists/procedures of quality control, which the firm proposes to conduct during the execution of work.

Note: The documents must be accompanied with the Covering Indexation Letter with numbering on each page.

5. OTHER TERMS & CONDITIONS

Additional terms and conditions of the Agency will not be considered. In case any of the terms and conditions of the work are not acceptable, the Agency should clearly specify deviation in the technical bid. University of Delhi reserves the right to accept or reject such deviation and will not be bound to give reasons for its refusal to consider the tender with deviations.

- 5.1 The work has to be completed in the premises of Agency if it is NCR based or any other place/s identified by the University.
- 5.2 Agency shall be required to provide zero error certificates in respect of data captured and outputs.
- 5.3 Agency is required to quote rates as per the format given in financial bid.
- 5.4 Agency needs to process the data in required format on daily basis. The processed data in the required format along with reports/lists after all the data entered are to be submitted to the Dean (Examinations) within 5 days of the declaration of result.
- 5.5 Agency will not use the data-base generated for any other purpose other than those specified by the University. The University will have the exclusive right to the data-base.
- 5.6 The Agency shall not sub-contract or assign all or any part of the work to any third party.
- 5.7 Rates quoted shall remain valid for 3 years.
- 5.8 Agency would be required to sign an agreement as per the format of the University.

- 5.9 Agency short-listed by the Delhi University should demonstrate their ability to handle the tasks (of data capturing, processing of data to generate reports/lists as per Delhi University guidelines) and they may be required to demonstrate the same before the final exercise.
- 5.10 Agency should keep the execution of the entire project confidentially.
- 5.11 The entire work is of a time bound nature, and the company will have to execute work as per the agreed schedule.
- 5.12 The agency will be selected either for Tender-A or Tender-B. In case the agency is L-1 in both the tenders then the agency will be awarded Tender-A only. The University may or may not award the work mentioned in 2.4.1, 2.4.2 or 2.4.3. The L-1 shall be calculated on the basis of combined rate per candidate for activity 2.1, 2.2 & 2.3.

An agency may quote for both Tender, Tender-A & Tender-B. But agency should give a certificate that no other agency in which it has business interest, has submitted bid in Tender-A and/or Tender-B.

- 5.13 Payment will be released on satisfactory completion & certification of all the work assigned to the agency for each semester.
- 5.14 Forfeiture of EMD: the Earnest Money Deposit (EMD) will be forfeited if the vendor withdraws or amends, impairs and derogates from the tender in any respect within the period of validity of tender or fails to furnish the Performance Bank Guarantee as per Clause 12 of the tender document.
- 5.15 The rates should be quoted in the format for financial bid as per Annexure-II. The prevailing government fix rates such as applicable taxes extra, should be quoted separately. In the event of revision of Tax rates in future, new tax rates shall apply.
- 5.16 The University reserves the right to terminate the contract at any time without assigning any reasons thereof.
- 5.17 The financial bids of only those bidders shall be opened whose technical e-bid found qualified as per qualifying and eligibility criteria. The financial bids of those bidders whose technical e-bid are not found qualified as per qualifying and eligibility criteria shall not be opened at all.

6. INSTRUCTIONS TO BIDDERS FOR ONLINE BID SUBMISSION.

- 6.1 The tender shall be submitted online in two parts viz., "Technical Bid" and "Financial Bid".
All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading. The offers

submitted by Telegram/Fax/email shall not be considered. No correspondence will be entertained in this matter.

- 6.2 “Technical Bid” shall comprise of all documents as per **Annexure-I**. Cover-1 alongwith scanned copy of EMD & Tender document
- 6.3 “Financial Bid” Cover-2 shall comprise of the price bids as per format of the items included in **Annexure-II**. The financial bid is to be submitted only in the BOQ format.
- 6.4 Tender acceptance letter must be signed by the authorized signatory of the bidder with seal. **(Annexure-IV)**
- 6.5 Conditional bids will not be accepted.
- 6.6 Bids shall be submitted online only at CPP portal: <https://eprocure.gov.in/eprocure/app>.
- 6.7 Bidders are advised to follow the instructions provided in the ‘Instructions to the bidder for the e-submission of the bids online through the Central Public Procurement Portal for e-procurement at <https://eprocure.gov.in/eprocure/app>.
- 6.8 Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 6.9 Bidder who has downloaded the tender from the University website www.du.ac.in and Central Public Procurement Portal (CPPP) <https://eprocure.gov.in/eprocure/app>, shall not tamper/modify the tender form including downloaded financial bid template (BOQ) in any manner. In case the same is found to be tampered/modified in any manner, the bid shall summarily rejected without prejudice to any further consequential action by the University and EMD would be forfeited and bidder is liable to be banned from doing business with University.
- 6.10 Intending bidder are advised to visit again University website www.du.ac.in and CPP Portal <https://eprocures.gov.in/eprocure/app> at least 3 days prior to closing date of submission of bids for any corrigendum/addendum/amendment.

7. OPENING OF FINANCIAL BID AND EVALUATION

- 7.1 After, the Technical Evaluation of the bids, the University will open the “Financial Bids” of all the technically qualified bidders at notified date and time. The lowest financial bid shall be considered for award of contract.

8. EARNEST MONEY DEPOSIT:

- 8.1 Earnest Money Deposit of Rs. 1 Lakh is required to be made along with the tender document in the form of bank draft in favour of **Registrar, University of Delhi**, payable at Delhi. The Earnest Money Deposit of unsuccessful bidders will be returned within 45 days of finalization of the tender. However, the Earnest Money Deposit of the bidder,

whose rates are accepted, will be returned only after the completion of the contractual obligations. No interest will be paid on the amount of Earnest Money Deposit money. Bids without the EMD will not be considered.

- 8.2 The Earnest Money Deposit (EMD) of **Rs. 1,00,000/-** (Rupees One Lakh only) in the form of FDR/Demand Draft issued by a Nationalized/Commercial Bank in favour of "Registrar, University of Delhi" must reach the **Section Officer, General Branch-II, Room No: 209, 2nd Floor, New Administrative Block, University of Delhi, Delhi-110007**, on or before the closing date & time of bid submission. Bidders, however have to attach scanned copies of EMD documents alongwith the e-tender while online submission. The Earnest money shall be accepted with a minimum validity of 6 months in the forms and shall be in favour of "Registrar, University of Delhi", payable at Delhi.
- 8.3 Bids without the earnest money deposit shall summarily rejected. In case of successful bidder, the earnest money deposit will be returned on submission of Performance Bank Guarantee.
- 8.4 In the case of unsuccessful bidders, the Earnest Money Deposited will be refunded without any interest.

9. FINAL DECISION MAKING AUTHORITY

- 9.1 The University reserves the right to accept or reject any bid and to annul the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders, No claim whatsoever will be entertained/paid by the university to the bidder(s).

10. SUMMARY REJECTION OF TENDER:

- 10.1 The tenders not accompanied with Earnest Money Deposit, shall be summarily rejected. Similarly, if the bidder proposes any alternation in or additions to the prescribed form of tender or decline to carry out any work of the tender document, or any conditions mentioned, etc., his tender is liable to be rejected.

11. AMENDMENT OF TENDER DOCUMENT:

- 11.1 Before the closing date & time for submission of bid, the University may modify the tender document by issuing addendum/corrigendum.
- 11.2 Any addendum/corrigendum thus issued shall be a part of the tender document and shall be uploaded on the University website (www.du.ac.in) and CPPP <https://eprocure.gov.in/eprocure/app>. Prospective bidders must visit the website before filling and submission of Tender Document for such information.

12. PERFORMANCE BANK GUARANTEE:

- 12.1 The successful bidder will have to furnish a Performance Bank Guarantee in favour of the 'Registrar, University of Delhi, Delhi-110007. Valid up to (60) days after the completion of contract from a scheduled /nationalized bank in India for 10% of the yearly order value within twenty one (21) days of the placement of orders.

13. PENALTY CAUSE

- 13.1 Agency has to complete the work as per the agreed schedule and strictly in accordance with the terms and conditions of the tender. A penalty @ 1% per day of delay shall be imposed except due to any reason beyond the control of the Agencies (Force Majeure). The Registrar, University of Delhi shall have the sole discretion to waive off such penalty as he deems fit, provided further that the Agency shall explain in writing the reasons which caused such delay.

In the event of failure to complete the work in the stipulated period, the University of Delhi reserves the right to get the work done from any other agency at the risk and the cost of the successful agency.

14. FORCE MAJEURE:

The second party, against the other, in case of any failure or omission or calamities such as fires, floods, earthquakes, hurricanes, or civil strikes, under any statute or regulations of the Government, lock -outs, strikers, riots, embargoes from any political reasons beyond the control of any part including war (whether declared or not), civil war or state of insurrection shall give notice to other party within 30 days of the occurrence of such incident that on account of the above event the notifying party. Has delayed the performance of its work as it was beyond its reasonable control and it has not occurred due to negligence or default on its part.

Either party, as and when gives notice of force majeure shall provide confirmation of such event in the form of a certificate from the Government department or agency or chamber of commerce. The parties shall be relieved of their respective obligations to perform, hereunder for so long as the event of force majeure continues and to the extent their performance is affected by such an event of force majeure provided notices as above are given and the event of force majeure is established as provided hereinabove.

15. ARBITRATION AND SETTLEMENT OF DISPUTES:

In the event of any question, dispute or difference arising under this agreement or in connection therewith (except as to matter the decision of which is specifically provided under this agreement), the same shall be referred to sole arbitration of the Registrar or any other person as approved by the Vice-Chancellor, University of Delhi. There will be no objection for any such appointment on the basis that the arbitrator is an Employee of

University of Delhi or that he/she has to deal with the matter to which the agreement relates or that in course of his/her duties as Employee of the University of Delhi or that he/she has expressed views on all or any of the matter under dispute. The award of the arbitrator shall be final and binding on the parties.

The arbitrator may, from time to time, with the consent of parties, change the time for making and publishing the award. Subject to Arbitration and Conciliation Act 1996 and the Rules made thereunder, as amended from time to time shall be deemed to apply to the arbitration proceeding under this clause. The proceedings of the arbitration shall be carried out in Delhi with its jurisdiction of courts at Delhi.

16. TAXES AND DUTIES:

- 16.1 The taxes and duties should be quoted separately and clearly. The terms such as Taxes and duties as applicable or at actual should not be mentioned in the bid. In the event of an increase in taxes/duties, the extra liability on account of these taxes shall be borne by University of Delhi. Similarly in the event of abolition/reduction of taxes/duties, the savings accruing to the bidder shall be passed on to University of Delhi.

17. TERMS OF PAYMENT:

- 17.1 PAYMENT MODE:** Payment will be released through RTGS only after the completion of satisfactory work.

INSTRUCTIONS FOR ONLINE BID SUBMISSION:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the

bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids (ie after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 9) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

UNIVERSITY OF DELHI

Annexure-I

TECHNICAL BID

1. Name of the Company
2. Address (with Tele No. fax No. & e-mail)
3. Contact person Name and mobile number
4. (a) The number of years of experience in this field . _____
(purchase order of 2016/before three years back or earlier should be attached.)
(b) Total value per year of Business during the last three years
(Attested certificate from the Chartered Accountant should be attached)
5. (a) Registration Number _____
(b) GST number
(c) PAN Number _____
(d) Service Tax Number _____
6. Address of firm/shop with area of premises.
7. Whether owned/rented.
8. Bank details:

Contd.....18/N-

Tender for Outsourcing of Examination Services (Collating Agency) - TENDER-B

Confirm the Attachment:-

S. No.	Details	Whether attached			Page No.
	Bidding for Tender-A 'or' Tender-B 'or' both	Please specify (tick)			
		Only for Tender-A	Only for Tender-B	Both Tender A & B	
1.	EMD (Rs. 1,00,000/-)	Yes	No		
2.	Agency profile as per 4.1 & 4.5	Yes	No		
3	Certificate that the firm is not blacklisted 4.2	Yes	No		
4.	Proof of Gross turnover in lakhs as per 4.3	2015-16	2016-17	2017-18	
5.	IT returns of last 3 years as per 4.3	Yes	No		
6.	Note explaining understood scope of work as per 4.7	Yes	No		
7.	Details of quality control procedure as per 4.8	Yes	No		
8.	An agency may quote for both Tender-A & Tender-B. But Agency should give a certificate that no other agency in which it has business interest, has submitted bid in Tender-A and/or Tender-B				
9.	Proof of completed projects as per 4.4 The Agency must have handled at least two similar projects/assignments (Result processing of Govt. recognized Degree/ Diploma/Secondary/ Senior Secondary School Certificate will be considered only and not processing result of Entrance Exams or Admission Process) for a minimum of 1 Lakh candidates each during last five years (from 2013 onwards).	(Yes/No) Please provide the details in the prescribe format given below, if required may be used additional sheet.			
10.	Have you attached tender acceptance letter.	Yes	No		

Declaration

I hereby certify that the information furnished above are full and correct to the best of our knowledge. We understand that in case of any deviation is found in the above statement at any stage; the company will be black-listed and will not have any deal with the Organizations in future.

**Authorized Signature
With Seal of Company**

Contd..19/N.

Tender for Outsourcing of Examination Services (Collating Agency) - TENDER-B

Year	Name of the Organization & City	Number of the Candidates in lakh	Documentary evidence attached at page no.
2013-14			
2014-15			
2015-16			
2016-17			
2017-18			

**Authorized Signature
With Seal of Company**

UNIVERSITY OF DELHI

ANNEXURE-II

FINANCIAL BID (Tender - B)

Sr.No.	Scope of Work	Rate per candidate per exam. basis Without Tax (in Rs.₹)	Taxes	Total Rate per candidate as per exam. basis Rate + Tax= Total (in Rs. ₹)
1.	Pre Examination Processing mentioned as in 2.1	Rate per candidate	Rate= Rs.=	
2.	Post Examination Processing as in 2.2	Rate per candidate	Rate= Rs.=	
3.	Post Examination Report Generation as in 2.3	Rate per candidate	Rate= Rs.=	
4.	Post Examination Report Printing as per 2.4.1	Rate per page	Rate= Rs.=	
5.	Post Examination Report Printing as per 2.4.2	Rate per page	Rate= Rs.=	
6.	Post Examination Report Printing as per 2.4.3	Rate per candidate	Rate= Rs.=	

Rate will be valid for three years

Extension of orders up to three years will be given to the agency on the successful completion of results of 1st year /2nd year.

Contd...21/N

The University may or may not award the works mentioned in 2.4.1, 2.4.2 or 2.4.3.

L1 shall be calculated on the basis of combined as per candidate per exam basis for activity 2.1, 2.2 & 2.3

Financial bid is to be in provided excel format only

**Authorized Signature
With Seal of Company**

Annexure- III

**Form of Performance Guarantee
Bank Guarantee Bond**

1. In consideration of the University of Delhi (hereinafter called "The University") having offered to accept the terms and conditions of the proposed agreement between _____ and _____ (hereinafter called "the said Contractor (s)") for the work _____ (hereinafter called "the said agreement") having agreed to production of a irrevocable Bank Guarantee for Rs. _____ (Rupees _____ only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and condition in the said agreement.

We, _____ (indicate the name of the Bank) _____ (hereinafter referred as "the Bank") hereby undertake to pay to the University an amount not exceeding Rs. _____ (Rupees _____ only) on demand by the University.

2. We, _____ (indicate the name of the Bank) _____ do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the University stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____ (Rupees _____ only).
3. We, the said bank further undertake to pay the University any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor (s) shall have no claim against us for making such payment.

4. We, _____ (indicate the name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the University under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Registrar, University of Delhi, on behalf of the University certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharge this guarantee.
5. We, _____ (indicate the name of the Bank) further agree with the University that the University shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of terms and conditions of the said agreement or to extent time of performance by the said Contractor(s) from to time or to postpone for any time or from time to time any of the powers exercisable by the University against the said contractor (s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor (s) or for any

forbearance, act of omission on the part of the University or any indulgence by the University to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect or so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).
7. We, _____ (indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the University in writing.
8. This guarantee shall be valid upto _____ unless extended on demand by the University. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. _____ (Rupees _____ only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

Date the -----day of -----for------(indicate the name of the Bank)

Annexure-IV

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

To,

Sub: Acceptance of Terms & Condition of Tender.

Tender Reference No: _____

Name of Tender / Work:-

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

As per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No. ____ to ____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I/we shall abide hereby by the terms / conditions/ clauses contained therein.
3. The corrigendum(s) issued from time to time by your department / organization to have also been taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirely.
5. I/we do hereby declare that our firm has not been blacklisted/debarred by any Govt. Department/Public Sector undertaking in last three years.
6. I/we certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder, with Official Seal)

CHECK LIST

S. No.	Description	Page No.	Remarks, if any
1	EMD (Rs. 1,00,000/-)		
2	Annexure – I (Technical Bid)		
3	Annexure – II (Financial Bid)** ** to be submitted in excel format only.		
4	Annexure-III (Performance Bank Guarantee)		
5	Annexure-IV (Tender Acceptance Letter)		

-END OF TENDER DOCUMENT-

Gen-II/118/2023/10(A)

**UNIVERSITY OF DELHI
DELHI - 110007**



**'Tender-A' for Outsourcing of Examination Services
(Main Agency) for the University of Delhi,
Delhi- 110007**

e-TENDER DOCUMENT

UNIVERSITY OF DELHI

GENERAL BRANCH-II

Room No: 209, 2nd Floor, New Administrative Block, University of Delhi,
Delhi-110007

Tel-Fax: 011-27666764 and

Email: gb2@admin.du.ac.in

E-PROCUREMENT TENDER NOTICE

University of Delhi invites tenders under Two Bids System (Technical and Financial) from reputed & eligible agencies through e-procurement for Outsourcing of Examination Services (Main Agency)

Item/Description	Details / Date
EMD	Rs. 1,00,000/-
Bid Document Download Starts Date & Time	03.07.2023 at 01.00 pm
Bid Submission Start Date & Time	03.07.2023 at 01.00 pm
Pre-bid meeting	10.07.2023 at 11.00 am
Bid Submission End Date & Time	24.07.2023 at 2.00 pm
Technical Bid Opening Date	25.07.2023 at 2.00 pm

Notes:

- (i) All details regarding the subject tender are available on our websites www.du.ac.in and <https://eprocure.gov.in/eprocure/app>. Bidders are therefore, requested to visit these websites regularly to keep themselves updated.
- (ii) Manual bids shall not be accepted.**
- (iii) For submission of E-Bids, bidders are required to get themselves registered with <http://eprocure.gov.in/eprocure/app>.
- (iv) EMD of Rs. 1 Lakh should reach the **Section Officer, General Branch-II, Room No: 209, 2nd Floor, New Administrative Block, University of Delhi, Delhi-110007**, before the end date and time of bid submission, failing which offer will be liable for rejection. Bidder, however have to attach scanned copy EMD document along with their e-tender.
- (v) Clarifications/ queries, if any, can be addressed to the Section officer (General Branch-II) on telephone no. 011-27666764 and email: gb2@admin.du.ac.in
- (vi) *Bidders are informed that there are two tenders (A & B), where Tender-A is reserved for Main Agency & Tender-B is reserved for Collating Agency. Bidders must be careful before applying/participating.*

REGISTRAR

Tender for Outsourcing of Examination Services (Main Agency) - TENDER-A

INDEX

Sr. NO.	Content	Page No.
1.	Introduction	4
2.	Scope of Work	4
3.	Quantum of Work	5
4.	Technical and Qualifying Criteria	5
5.	Other Terms & Conditions	6
6.	Instructions to Bidders for online Bid Submission	8
7.	Opening of Financial Bid and Evaluation	9
8.	Earnest Money Deposit	9
9.	Final Decision Making Authority	9
10.	Summary Rejection of Tender	9
11.	Amendment of Tender Document	10
12.	Performance Bank Guarantee	10
13.	Penalty Cause	10
14.	Force Majeure	10
15.	Arbitration and Settlement of Disputes	11
16.	Taxes and Duties	11
17.	Terms of Payment	11
18.	Instruction for online bid submission	12
19.	Technical Bid (Annexure-I)	15
20.	Financial Bid (Annexure-II)	18
21.	Performa of Performance Bank Guarantee (Annexure-III)	20
22.	Acceptance Letter (Annexure-IV)	22
23.	Check List	23

1. INTRODUCTION

The University of Delhi is a premier university of the country with a venerable legacy and international acclaim for highest academic standards, diverse educational programmes, distinguished faculty, illustrious alumni, varied co-curricular activities and modern infrastructure. Over the many years of its existence, the University has sustained the highest global standards and best practices in higher education. Its long-term commitment to nation building and unflinching adherence to universal human values are reflected in its motto: 'Nishtha Dhriti Satyam' 'निष्ठा धृति सत्यम्' (Dedication, Steadfastness and Truth).

Established in 1922 as a unitary, teaching and residential University by the Act of the then Central Legislative Assembly, a strong commitment to excellence in teaching, research and social outreach has made the University a role-model and trend setter for other universities.

2. SCOPE OF WORK

2.1: Pre Examination Processing

Data entry/capturing & processing of old records from the online portal/manual tabulation, based on requirements, and other related work.

2.2: Post Examination Processing

- 2.2.1 To prepare Practical Awards sheets.
- 2.2.2 To prepare Theory Award Sheets.
To prepare IA (Internal Assessment) Award Sheets
To prepare Tutorial Award Sheets
- 2.2.3 To merge Practical, Theory, Internal Assessment (IA), Tutorial Awards Data and Submitted for mismatch
- 2.2.4 To check Mismatch report.
- 2.2.5 To update award data from Mismatch report.
- 2.2.6 To run edit on candidate master file.
- 2.2.7 To create result master as per regulation incorporating all moderation rules as per instructions of the University.
- 2.2.8 To provide copy of the result master in soft copy in the sequence of fictitious or original Roll Numbers for collation etc.
- 2.2.9 To update the result master with the corrections and provide result sheet for error cases only till all errors are removed.
- 2.2.10 To map fictitious Roll Numbers on result master to original Roll Numbers.

The following information/input will be supplied by the University to the Agency:

- Candidate Master File
- College Master
- Soft Copy of old records of all courses
- Theory, Practical, Internal Assessment (I.A.), Tutorial Award's
- Subject Master

2.2.11 Result processing as per result marks/ passing & promotion criteria.

2.2.12 Any other applicable work related to and / or incidental examination processing

2.3: Post Exam Report Generation

The following reports shall be generated in soft copy by the Agency:

2.3.1 Gazette as per requirement

2.3.2 Tabulation charts as per DU format

2.3.3 Marks statement with details of papers/paper nomenclature/Grade/etc. in accordance with the existing schemes.

2.3.4 processing of data to generate reports/lists as per Delhi University guidelines/ requirements.

2.3.5 Any other work related to and/or incidental to post exam report generation.

3. QUANTUM OF WORK

The examination data process shall cover all undergraduate and postgraduate (Annual/Semester) courses which are running with various schemes.

Approximately 8,05,000 students results have been processed in the academic session 2021-2022 (by Category A and Category B agencies).

The details qualification and Experience of the persons provided/deployed by the agency to the Examination Branch has to be mentioned in the tender.

Agency should be able to develop GUI (Graphics User Interface) applications/Software's for Result Processing and its related activities. Applications may be developed in such a way that anyone can be able to operate at the time of Result Processing.

Agency needs to keep result declared data updated and maintained continuously. It should be maintained Exam data of agreement/initiating the work process up to 3 years or end of the agreement.

Agency should be delivered data to the Dean Examinations at the time of completion of contracts or whenever asked by the University in between i.e. Agency should maintain Result data in his depository.

4. TECHNICAL & QUALIFYING CRITERIA

The bidding Agency has to furnish the following information along with the supporting documents for evaluating the technical bids:

- 4.1 **Agency/Firm:** The Agency should be a Government agency or a company incorporated as private or public limited company and should have minimum experience of 3 years of examination processing jobs.
- 4.2 **No Blacklist Certificate:** The agency should not have been blacklisted by any organization or educational institution in last three years. An undertaking on non judicial stamp paper in prescribed format (Annexure-IV) to be submitted & uploaded along with the Technical Bid.
- 4.3 **Gross TurnOver:** The Agency should have a minimum average total gross turnover of at least Rs. 50 Lacs during 2019-2020, 2020-2021, 2021-2022. Self Attested copy of Audited balance sheet and Income Tax Return of last three years along with certificate of incorporation is to be submitted in support.
- 4.4 **Result Handling:** The Agency must have handled at least two similar projects/assignments (Result processing of Govt. recognized Degree/ Diploma/Secondary/Senior Secondary School Certificate will be considered only and not processing result of Entrance Exams or Admission Process) for a minimum of one Lakh candidates each at any time during last five. Documents in support of handling to be submitted along with successful completion certificate with contact details of concerned officials with telephone number, address, E-mail etc. Details to be provided in the prescribed format attached at Annexure –I.
- 4.5 **Business Profile:** Detailed business profile along with space and organizational structure showing details of professional, technical and other manpower with their qualifications and experience.
- 4.6 **Manpower Strength:** The Agency must have a minimum of 20 employees with at least five Computer Professionals on its rolls presently.
- 4.7 **Understanding scope of work:** Agency shall also submit detailed note explaining the scope of work understood by them and which shall be executed by it.
- 4.8 **Quality Control:** Detailed lists/procedures of quality control, which the firm proposes to conduct during the execution of work.

Note: The documents must be accompanied with the Covering Indexation Letter with numbering on each page.

5. OTHER TERMS & CONDITIONS

Additional terms and conditions of the Agency will not be considered. In case any of the terms and conditions of the work are not acceptable, the Agency should clearly specify deviation in the technical bid. University of Delhi reserves the right to accept or reject such deviation and will not be bound to give reasons for its refusal to consider the tender with deviations.

- 5.1 The work has to be completed in the premises of Agency if it is NCR based or any other place/s identified by the University.
- 5.2 Agency shall be required to provide zero error certificates in respect of data captured and outputs.
- 5.3 Agency is required to quote rates as per the format given in financial bid.
- 5.4 Agency needs to process the data in required format on daily basis. The processed data in the required format along with reports/lists after all the data entered are to be submitted to the Dean (Examinations) within 5 days of the declaration of result.
- 5.5 Agency will not use the data-base generated for any other purpose other than those specified by the University. The University will have the exclusive right to the data-base.
- 5.6 The Agency shall not sub-contract or assign all or any part of the work to any third party.
- 5.7 Rates quoted shall remain valid for 3 years. The agreement may be extended for another period of 01 year on the basis of satisfactory performance.
- 5.8 Agency would be required to sign an agreement as per the format of the University.
- 5.9 Agency short-listed by the Delhi University should demonstrate their ability to handle the tasks (of data capturing, processing of data to generate reports/lists as per Delhi University guidelines) and they may be required to demonstrate the same before the final exercise.
- 5.10 Agency should keep the execution of the entire project confidentially.
- 5.11 The entire work is of a time bound nature, and the company will have to execute work as per the agreed schedule.
- 5.12 The agency will be selected either for Tender-A or Tender-B. In case the agency is L-1 in both the tenders then the agency will be awarded Tender-A only. The L-1 shall be calculated on the basis of combined rate per candidate for activity 2.1, 2.2 & 2.3.

Tender for Outsourcing of Examination Services (Main Agency) - TENDER-A

An agency may quote for both Tender, Tender-A & Tender-B. But agency should give a certificate that no other agency in which it has business interest, has submitted bid in Tender-A and/or Tender-B.

- 5.13 Payment will be released on satisfactory completion & certification of all the work assigned to the agency for each semester.
- 5.14 Forfeiture of EMD: the Earnest Money Deposit (EMD) will be forfeited if the vendor withdraws or amends, impairs and derogates from the tender in any respect within the period of validity of tender or fails to furnish the Performance Bank Guarantee as per Clause 12 of the tender document.
- 5.15 The rates should be quoted in the format for financial bid as per Annexure-II. The prevailing government fix rates such as applicable taxes extra, should be quoted separately. In the event of revision of Tax rates in future, new tax rates shall apply.
- 5.16 The University reserves the right to terminate the contract at any time without assigning any reasons thereof.
- 5.17 The financial bids of only those bidders shall be opened whose technical e-bid found qualified as per qualifying and eligibility criteria. The financial bids of those bidders whose technical e-bid are not found qualified as per qualifying and eligibility criteria shall not be opened at all.

6. INSTRUCTIONS TO BIDDERS FOR ONLINE BID SUBMISSION.

- 6.1 The tender shall be submitted online in two parts viz., “Technical Bid” and “Financial Bid”.
All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading. The offers submitted by Telegram/Fax/email shall not be considered. No correspondence will be entertained in this matter.
- 6.2 “Technical Bid” shall comprise of all documents as per **Annexure-I**. Cover-1 alongwith scanned copy of EMD & Tender document
- 6.3 “Financial Bid” Cover-2 shall comprise of the price bids as per format of the items included in **Annexure-II**. The financial bid is to be submitted only in the BOQ format.
- 6.4 Tender acceptance letter must be signed by the authorized signatory of the bidder with seal. (**Annexure-IV**)
- 6.5 Conditional bids will not be accepted.
- 6.6 Bids shall be submitted online only at CPP portal:
<https://eprocure.gov.in/eprocure/app>.

- 6.7 Bidders are advised to follow the instructions provided in the 'Instructions to the bidder for the e-submission of the bids online through the Central Public Procurement Portal for e-procurement at <https://eprocure.gov.in/eprocure/app>.
- 6.8 Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 6.9 Bidder who has downloaded the tender from the University website www.du.ac.in and Central Public Procurement Portal (CPPP) <https://eprocure.gov.in/eprocure/app>, shall not tamper/modify the tender form including downloaded financial bid template (BOQ) in any manner. In case the same is found to be tampered/modified in any manner, the bid shall summarily rejected without prejudice to any further consequential action by the University and EMD would be forfeited and bidder is liable to be banned from doing business with University.
- 6.10 Intending bidder are advised to visit again University website www.du.ac.in and CPP Portal <https://eprocures.gov.in/eprocure/app> at least 3 days prior to closing date of submission of bids for any corrigendum/addendum/amendment.

7. OPENING OF FINANCIAL BID AND EVALUATION

- 7.1 After, the Technical Evaluation of the bids, the University will open the "Financial Bids" of all the technically qualified bidders at notified date and time. The lowest financial bid shall be considered for award of contract.

8. EARNEST MONEY DEPOSIT:

- 8.1 Earnest Money Deposit of Rs. 1 Lakh is required to be made along with the tender document in the form of bank draft in favour of **Registrar, University of Delhi**, payable at Delhi. The Earnest Money Deposit of unsuccessful bidders will be returned within 45 days of finalization of the tender. However, the Earnest Money Deposit of the bidder, whose rates are accepted, will be returned only after the completion of the contractual obligations. No interest will be paid on the amount of Earnest Money Deposit money. Bids without the EMD will not be considered.
- 8.2 The Earnest Money Deposit (EMD) of **Rs. 1,00,000/-** (Rupees One Lakh only) in the form of FDR/Demand Draft issued by a Nationalized/Commercial Bank in favour of "Registrar, University of Delhi" must reach the **Section Officer, General Branch-II, Room No: 209, 2nd Floor, New Administrative Block, University of Delhi, Delhi-110007, on or** before the closing date & time of bid submission. Bidders, however have to attach scanned copies of EMD documents alongwith the e-tender while online submission. The Earnest money shall be accepted with a minimum validity of 6 months in the forms and shall be in favour of "Registrar, University of Delhi", payable at Delhi.
- 8.3 Bids without the earnest money deposit shall summarily rejected. In case of successful bidder, the earnest money deposit will be returned on submission of Performance Bank Guarantee.

- 8.4 In the case of unsuccessful bidders, the Earnest Money Deposited will be refunded without any interest.

9. FINAL DECISION MAKING AUTHORITY

- 9.1 The University reserves the right to accept or reject any bid and to annul the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders, No claim whatsoever will be entertained/paid by the university to the bidder(s).

10. SUMMARY REJECTION OF TENDER:

- 10.1 The tenders not accompanied with Earnest Money Deposit, shall be summarily rejected. Similarly, if the bidder proposes any alternation in or additions to the prescribed form of tender or decline to carry out any work of the tender document, or any conditions mentioned, etc., his tender is liable to be rejected.

11. AMENDMENT OF TENDER DOCUMENT:

- 11.1 Before the closing date & time for submission of bid, the University may modify the tender document by issuing addendum/corrigendum.
- 11.2 Any addendum/corrigendum thus issued shall be a part of the tender document and shall be uploaded on the University website (www.du.ac.in) and CPPP <https://eprocure.gov.in/eprocure/app>. Prospective bidders must visit the website before filling and submission of Tender Document for such information.

12. PERFORMANCE BANK GUARANTEE:

- 12.1 The successful bidder will have to furnish a Performance Bank Guarantee in favour of the 'Registrar, University of Delhi, Delhi-110007. Valid up to (60) days after the completion of contract from a scheduled /nationalized bank in India for 10% of the yearly order value within twenty one (21) days of the placement of orders.

13. PENALTY CAUSE

- 13.1 Agency has to complete the work as per the agreed schedule and strictly in accordance with the terms and conditions of the tender. A penalty @ 1% per day of delay shall be imposed except due to any reason beyond the control of the Agencies (Force Majeure). The Registrar, University of Delhi shall have the sole discretion to waive off such penalty as he deems fit, provided further that the Agency shall explain in writing the reasons which caused such delay.

In the event of failure to complete the work in the stipulated period, the University of Delhi reserves the right to get the work done from any other agency at the risk and the cost of the successful agency.

14. FORCE MAJEURE:

The second party, against the other, in case of any failure or omission or calamities such as fires, floods, earthquakes, hurricanes, or civil strikes, under any statute or regulations of the Government, lock-outs, strikers, riots, embargoes from any political reasons beyond the control of any part including war (whether declared or not), civil war or state of insurrection shall give notice to other party within 30 days of the occurrence of such incident that on account of the above event the notifying party has delayed the performance of its work as it was beyond its reasonable control and it has not occurred due to negligence or default on its part.

Either party, as and when gives notice of force majeure shall provide confirmation of such event in the form of a certificate from the Government department or agency or chamber of commerce. The parties shall be relieved of their respective obligations to perform, hereunder for so long as the event of force majeure continues and to the extent their performance is affected by such an event of force majeure provided notices as above are given and the event of force majeure is established as provided hereinabove.

15. ARBITRATION AND SETTLEMENT OF DISPUTES:

In the event of any question, dispute or difference arising under this agreement or in connection therewith (except as to matter the decision of which is specifically provided under this agreement), the same shall be referred to sole arbitration of the Registrar or any other person as approved by the Vice-Chancellor, University of Delhi. There will be no objection for any such appointment on the basis that the arbitrator is an Employee of University of Delhi or that he/she has to deal with the matter to which the agreement relates or that in course of his/her duties as Employee of the University of Delhi or that he/she has expressed views on all or any of the matter under dispute. The award of the arbitrator shall be final and binding on the parties.

The arbitrator may, from time to time, with the consent of parties, change the time for making and publishing the award. Subject to Arbitration and Conciliation Act 1996 and the Rules made thereunder, as amended from time to time shall be deemed to apply to the arbitration proceeding under this clause. The proceedings of the arbitration shall be carried out in Delhi with its jurisdiction of courts at Delhi.

16. TAXES AND DUTIES:

- 16.1 The taxes and duties should be quoted separately and clearly. The terms such as Taxes and duties as applicable or at actual should not be mentioned in the bid. In the event of an increase in taxes/duties, the extra liability on account of these taxes shall be borne by University of Delhi. Similarly in the event of abolition/reduction of taxes/duties, the savings accruing to the bidder shall be passed on to University of Delhi.

17. TERMS OF PAYMENT:

- 17.1 **PAYMENT MODE:** Payment will be released through RTGS only after the completion of satisfactory work.

INSTRUCTIONS FOR ONLINE BID SUBMISSION:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of

Tender for Outsourcing of Examination Services (Main Agency) - TENDER-A

each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

Tender for Outsourcing of Examination Services (Main Agency) - TENDER-A

- 8) Upon the successful and timely submission of bids (ie after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 9) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

UNIVERSITY OF DELHI

Annexure-I

TECHNICAL BID

1. Name of the Company
2. Address (with Tele No. fax No. & e-mail)
3. Contact person Name and mobile number
4. (a) The number of years of experience in this field . _____
(purchase order of 2019/before three years back or earlier should be attached.)
(b) Total value per year of Business during the last three years
(Attested certificate from the Chartered Accountant should be attached)
5. (a) Registration Number _____
(b) GST number
(c) PAN Number _____
(d) Service Tax Number _____
6. Address of firm/shop with area of premises.
7. Whether owned/rented.
8. Bank details:

Contd.....

Tender for Outsourcing of Examination Services (Main Agency) - TENDER-A

Confirm the Attachment:-

S. No.	Details		Whether attached			Page No.
	Bidding for Tender-A 'or' Tender-B 'or' both	Please specify (tick)				
		Only for Tender-A	Only for Tender-B		Both Tender A & B	
1.	EMD		Yes		No	
2.	Agency profile as per 4.1 & 4.5		Yes		No	
3	Certificate that the firm is not blacklisted 4.2		Yes		No	
4.	Proof of Gross turnover in lakhs as per 4.3		2019-20	2020-2021	2021-2022	
5.	IT returns of last 3 years as per 4.3		Yes		No	
6.	Note explaining understood scope of work as per 4.7		Yes		No	
7.	Details of quality control procedure as per 4.8		Yes		No	
8.	An agency may quote for both Tender-A & Tender-B. But Agency should give a certificate that no other agency in which it has business interest, has submitted bid in Tender-A and/or Tender-B					
9.	Proof of completed projects as per 4.4 The Agency must have handled at least two similar projects/assignments (Result processing of Govt. recognized Degree/ Diploma/Secondary/ Senior Secondary School Certificate will be considered only and not processing result of Entrance Exams or Admission Process) for a minimum of 1 Lakh candidates each during last five years (from 2017 onwards).		(Yes/No) Please provide the details in the prescribe format given below, if required may be used additional sheet.			
10.	Tender acceptance letter.		Yes		No	

Declaration

I hereby certify that the information furnished above are full and correct to the best of our knowledge. We understand that in case of any deviation is found in the above statement at any stage; the company will be black-listed and will not have any deal with the Organizations in future.

**Authorized Signature
With Seal of Company**

Tender for Outsourcing of Examination Services (Main Agency) - TENDER-A

Year	Name of the Organization & City	Number of the Candidates in lakh	Documentary evidence attached at page no.
2017-18			
2018-19			
2019-20			
2020-21			
2021-22			

**Authorized Signature
With Seal of Company**

UNIVERSITY OF DELHI

ANNEXURE-II

FINANCIAL BID (Tender-A)

Sr.No.	Scope of Work	Rate per candidate per exam. basis Without Tax (in Rs.₹)	Taxes	Total Rate per candidate as per exam. basis Rate + Tax= Total (in Rs. ₹)
1.	Pre Examination Processing mentioned as in 2.1	Rate per candidate	Rate= Rs.=	
2.	Post Examination Processing as in 2.2	Rate per candidate	Rate= Rs.=	
3.	Post Examination Report Generation as in 2.3	Rate per candidate	Rate= Rs.=	

Rate will be valid for three years

L1 shall be calculated on the basis of combined as per candidate per exam basis for activity
2.1, 2.2 & 2.3

Financial bid is to be in provided excel format only

**Authorized Signature
With Seal of Company**

**Form of Performance Guarantee
Bank Guarantee Bond**

1. In consideration of the University of Delhi (hereinafter called "The University") having offered to accept the terms and conditions of the proposed agreement between _____ and _____ (hereinafter called "the said Contractor (s)") for the work _____ (hereinafter called "the said agreement") having agreed to production of a irrevocable Bank Guarantee for Rs. _____ (Rupees _____ only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and condition in the said agreement.

We, _____ (indicate the name of the Bank) _____ (hereinafter referred as "the Bank") hereby undertake to pay to the University an amount not exceeding Rs. _____ (Rupees _____ only) on demand by the University.

2. We, _____ (indicate the name of the Bank) _____ do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the University stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____ (Rupees _____ only).
3. We, the said bank further undertake to pay the University any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor (s) shall have no claim against us for making such payment.

4. We, _____ (indicate the name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the University under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Registrar, University of Delhi, on behalf of the University certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharge this guarantee.
5. We, _____ (indicate the name of the Bank) further agree with the University that the University shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of terms and conditions of the said agreement or to extent time of performance by the said Contractor(s) from to time or to postpone for any time or from time to time any of the powers exercisable by the University against the said contractor (s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of

Tender for Outsourcing of Examination Services (Main Agency) - TENDER-A

any such variation, or extension being granted to the said Contractor (s) or for any forbearance, act of omission on the part of the University or any indulgence by the University to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect or so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).
7. We, _____ (indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the University in writing.
8. This guarantee shall be valid upto _____ unless extended on demand by the University. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. _____ (Rupees _____ only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

Date the -----day of -----for----- (indicate the name of the Bank)

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

To,

Sub: Acceptance of Terms & Condition of Tender.

Tender Reference No: _____

Name of Tender / Work:-

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

As per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No. ____ to ____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I/we shall abide hereby by the terms / conditions/ clauses contained therein.
3. The corrigendum(s) issued from time to time by your department / organization to have also been taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender conditions of above mentioned tender document(s)/
5. corrigendum(s) in its totality/entirely.
6. I/we do hereby declare that our firm has not been blacklisted/debarred by any Govt. Department/Public Sector undertaking in last three years.
7. I/we certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder, with Official Seal)

CHECK LIST

S. No.	Description	Page No.	Remarks, if any
1	EMD (Rs. 1,00,000/-)		
2	Annexure – I (Technical Bid)		
3	Annexure – II (Financial Bid)** ** to be submitted in excel format only.		
4	Annexure-III (Performance Bank Guarantee)		
5	Annexure-IV (Tender Acceptance Letter)		

-END OF TENDER DOCUMENT-

**UNIVERSITY OF DELHI
DELHI - 110007**



**'Tender-B' for Outsourcing of Examination Services
(Collating Agency) for the University of Delhi,
Delhi- 110007**

e-TENDER DOCUMENT

UNIVERSITY OF DELHI

GENERAL BRANCH-II

Room No: 209, 2nd Floor, New Administrative Block, University of Delhi,
Delhi-110007

Tel-Fax: 011-27666764 and

Email: gb2@admin.du.ac.in

E-PROCUREMENT TENDER NOTICE

University of Delhi invites tender under Two Bids System (Technical and Financial) from reputed & eligible agencies through e-procurement for Outsourcing of Examination Services (Collating Agency)

Item/Description	Details / Date
EMD	Rs. 1,00,000/-
Bid Document Download Starts Date & Time	03.07.2023 at 3.00 pm
Bid Submission Start Date & Time	03.07.2023 at 3.00 pm
Pre-Bid meeting	10.07.2023 at 11.00 am
Bid Submission End Date & Time	24.07.2023 at 3.00 pm
Technical Bid Opening Date	25.07.2023 at 3.00 pm

Notes:

- (i) All details regarding the subject tender are available on our websites www.du.ac.in and <https://eprocure.gov.in/eprocure/app>. Bidders are therefore, requested to visit these websites regularly to keep themselves updated.
- (ii) **Manual bids shall not be accepted.**
- (iii) For submission of E-Bids, bidders are required to get themselves registered with <http://eprocure.gov.in/eprocure/app>.
- (iv) EMD of Rs. 1 Lakh should reach the **Section Officer, General Branch-II, Room No: 209, 2nd Floor, New Administrative Block, University of Delhi, Delhi-110007**, before the end date and time of bid submission, failing which offer will be liable for rejection. Bidder, however have to attach scanned copy of EMD document along with their e-tender.
- (v) Clarifications/ queries, if any, can be addressed to the Section officer (General Branch-II) on telephone no. 011-27666764 and email: gb2@admin.du.ac.in
- (vi) Bidders are informed that there are two tenders (A & B), where Tender-A is reserved for Main Agency & Tender-B is reserved for Collating Agency. Bidders must be careful before applying/participating.

REGISTRAR

INDEX

Sr. NO.	Content	Page No.
1.	Introduction	4
2.	Scope of Work	4
3.	Quantum of Work	5
4.	Technical and Qualifying Criteria	5
5.	Other Terms & Conditions	6
6.	Instructions to Bidders for online Bid Submission	8
7.	Opening of Financial Bid and Evaluation	9
8.	Earnest Money Deposit	9
9.	Final Decision Making Authority	9
10.	Summary Rejection of Tender	9
11.	Amendment of Tender Document	10
12.	Performance Bank Guarantee	10
13.	Penalty Cause	10
14.	Force Majeure	10
15.	Arbitration and Settlement of Disputes	11
16.	Taxes and Duties	11
17.	Terms of Payment	11
18.	Instruction for online bid submission	12
19.	Technical Bid (Annexure-I)	15
20.	Financial Bid (Annexure-II)	18
21.	Performa of Performance Bank Guarantee (Annexure-III)	20
22.	Acceptance Letter (Annexure-IV)	22
23.	Check List	23

1. INTRODUCTION

The University of Delhi is a premier university of the country with a venerable legacy and international acclaim for highest academic standards, diverse educational programmes, distinguished faculty, illustrious alumni, varied co-curricular activities and modern infrastructure. Over the many years of its existence, the University has sustained the highest global standards and best practices in higher education. Its long-term commitment to nation building and unflinching adherence to universal human values are reflected in its motto: 'Nishtha Dhriti Satyam' 'निष्ठा धृति सत्यम्' (Dedication, Steadfastness and Truth).

Established in 1922 as a unitary, teaching and residential University by the Act of the then Central Legislative Assembly, a strong commitment to excellence in teaching, research and social outreach has made the University a role-model and trend setter for other universities.

2. SCOPE OF WORK

2.1: Pre Examination Processing

Data entry/capturing & processing of old records from the online portal/manual tabulation, based on requirements, and other related work.

2.2: Post Examination Processing

- 2.2.1 To prepare Practical Awards sheets.
- 2.2.2 To prepare Theory Award Sheets.
To prepare IA (Internal Assessment) Award Sheets
To prepare Tutorial Award Sheets
- 2.2.3 To merge Practical, Theory, Internal Assessment (IA), Tutorial Awards Data and Submitted for mismatch
- 2.2.4 To check Mismatch report.
- 2.2.5 To update award data from Mismatch report.
- 2.2.6 To run edit on candidate master file.
- 2.2.7 To create result master as per regulation incorporating all moderation rules as per instructions of the University.
- 2.2.8 To provide copy of the result master in soft copy in the sequence of fictitious or original Roll Numbers for collation etc.
- 2.2.9 To update the result master with the corrections and provide result sheet for error cases only till all errors are removed.
- 2.2.10 To map fictitious Roll Numbers on result master to original Roll Numbers.

- Candidate Master File
- College Master
- Soft Copy of old records of all courses
- Theory, Practical, Internal Assessment (I.A.), Tutorial Award's
- Subject Master

2.2.11 Result processing as per result marks/ passing & promotion criteria.

2.2.12 Any other applicable work related to and / or incidental examination processing.

2.3: Post Exam Report Generation

The following reports shall be generated in soft copy by the Agency:

- 2.3.1 Gazette as per requirement
- 2.3.2 Tabulation charts as per DU format
- 2.3.3 Marks statement with details of papers/paper nomenclature/Grade/etc. in accordance with the existing schemes.
- 2.3.4 processing of data to generate reports/lists as per Delhi University guidelines/ requirements.
- 2.3.5 Any other work related to and/or incidental to post exam report generation.

3. QUANTUM OF WORK

The examination data process shall cover all undergraduate and postgraduate (Annual/Semester) courses which are running with various schemes.

Approximately 8,05,000 students results have been processed in the academic session 2021-2022 (by Category A and Category B agencies).

The details qualification and Experience of the persons provided/deployed by the agency to the Examination Branch has to be mentioned in the tender.

Agency should be able to develop GUI (Graphics User Interface) applications/Software's for Result Processing and its related activities. Applications may be developed in such a way that anyone can be able to operate at the time of Result Processing.

Agency needs to keep result declared data updated and maintained continuously. It should be maintained Exam data of agreement/initiating the work process up to 3 years or end of the agreement.

Agency should be delivered data to the Dean Examinations at the time of completion of contracts or whenever asked by the University in between i.e. Agency should maintain Result data in his depository.

4. TECHNICAL & QUALIFYING CRITERIA

The bidding Agency has to furnish the following information along with the supporting documents for evaluating the technical bids:

- 4.1 **Agency/Firm:** The Agency should be a Government agency or a company incorporated as private or public limited company and should have minimum experience of 3 years of examination processing jobs.
- 4.2 **No Blacklist Certificate:** The agency should not have been blacklisted by any organization or educational institution in last three years. An undertaking on non judicial stamp paper in prescribed format (Annexure-IV) to be submitted & uploaded along with the Technical Bid.
- 4.3 **Gross TurnOver:** The Agency should have a minimum average total gross turnover of at least Rs. 50 Lacs during 2019-2020, 2020-2021, 2021-2022. Self Attested copy of Audited balance sheet and Income Tax Return of last three years along with certificate of incorporation is to be submitted in support.
- 4.4 **Result Handling:** The Agency must have handled at least two similar projects/assignments (Result processing of Govt. recognized Degree/ Diploma/Secondary/Senior Secondary School Certificate will be considered only and not processing result of Entrance Exams or Admission Process) for a minimum of one Lakh candidates each at any time during last five years. Documents in support of handling to be submitted along with successful completion certificate with contact details of concerned officials with telephone number, address, E-mail etc. Details to be provided in the prescribed format attached at Annexure –I.
- 4.5 **Business Profile:** Detailed business profile along with space and organizational structure showing details of professional, technical and other manpower with their qualifications and experience.
- 4.6 **Manpower Strength:** The Agency must have a minimum of 20 employees with at least five Computer Professionals on its rolls presently.
- 4.7 **Understanding scope of work:** Agency shall also submit detailed note explaining the scope of work understood by them and which shall be executed by it.
- 4.8 **Quality Control:** Detailed lists/procedures of quality control, which the firm proposes to conduct during the execution of work.

Note: The documents must be accompanied with the Covering Indexation Letter with numbering on each page.

5. OTHER TERMS & CONDITIONS

Additional terms and conditions of the Agency will not be considered. In case any of the terms and conditions of the work are not acceptable, the Agency should clearly specify deviation in the technical bid. University of Delhi reserves the right to accept or reject such deviation and will not be bound to give reasons for its refusal to consider the tender with deviations.

- 5.1 The work has to be completed in the premises of Agency if it is NCR based or any other place/s identified by the University.
- 5.2 Agency shall be required to provide zero error certificates in respect of data captured and outputs.
- 5.3 Agency is required to quote rates as per the format given in financial bid.
- 5.4 Agency needs to process the data in required format on daily basis. The processed data in the required format along with reports/lists after all the data entered are to be submitted to the Dean (Examinations) within 5 days of the declaration of result.
- 5.5 Agency will not use the data-base generated for any other purpose other than those specified by the University. The University will have the exclusive right to the data-base.
- 5.6 The Agency shall not sub-contract or assign all or any part of the work to any third party.
- 5.7 Rates quoted shall remain valid for 3 years. The agreement may be extended for another period of 01 year on the basis of satisfactory performance.
- 5.8 Agency would be required to sign an agreement as per the format of the University.
- 5.9 Agency short-listed by the Delhi University should demonstrate their ability to handle the tasks (of data capturing, processing of data to generate reports/lists as per Delhi University guidelines) and they may be required to demonstrate the same before the final exercise.
- 5.10 Agency should keep the execution of the entire project confidentially.
- 5.11 The entire work is of a time bound nature, and the company will have to execute work as per the agreed schedule.
- 5.12 The agency will be selected either for Tender-A or Tender-B. In case the agency is L-1 in both the tenders then the agency will be awarded Tender-A only. The L-1 shall be calculated on the basis of combined rate per candidate for activity 2.1, 2.2 & 2.3.

An agency may quote for both Tender, Tender-A & Tender-B. But agency should give a certificate that no other agency in which it has business interest, has submitted bid in Tender-A and/or Tender-B.

- 5.13 Payment will be released on satisfactory completion & certification of all the work assigned to the agency for each semester.
- 5.14 Forfeiture of EMD: the Earnest Money Deposit (EMD) will be forfeited if the vendor withdraws or amends, impairs and derogates from the tender in any respect within the period of validity of tender or fails to furnish the Performance Bank Guarantee as per Clause 12 of the tender document.
- 5.15 The rates should be quoted in the format for financial bid as per Annexure-II. The prevailing government fix rates such as applicable taxes extra, should be quoted separately. In the event of revision of Tax rates in future, new tax rates shall apply.
- 5.16 The University reserves the right to terminate the contract at any time without assigning any reasons thereof.
- 5.17 The financial bids of only those bidders shall be opened whose technical e-bid found qualified as per qualifying and eligibility criteria. The financial bids of those bidders whose technical e-bid are not found qualified as per qualifying and eligibility criteria shall not be opened at all.

6. INSTRUCTIONS TO BIDDERS FOR ONLINE BID SUBMISSION.

- 6.1 The tender shall be submitted online in two parts viz., “Technical Bid” and “Financial Bid”.
All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading. The offers submitted by Telegram/Fax/email shall not be considered. No correspondence will be entertained in this matter.
- 6.2 “Technical Bid” shall comprise of all documents as per **Annexure-I**. Cover-1 alongwith scanned copy of EMD & Tender document
- 6.3 “Financial Bid” Cover-2 shall comprise of the price bids as per format of the items included in **Annexure-II**. The financial bid is to be submitted only in the BOQ format.
- 6.4 Tender acceptance letter must be signed by the authorized signatory of the bidder with seal. **(Annexure-IV)**
- 6.5 Conditional bids will not be accepted.
- 6.6 Bids shall be submitted online only at CPP portal: <https://eprocure.gov.in/eprocure/app>.
- 6.7 Bidders are advised to follow the instructions provided in the ‘Instructions to the bidder for the e-submission of the bids online through the Central Public Procurement Portal for

e-procurement at <https://eprocure.gov.in/eprocure/app>.

- 6.8 Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 6.9 Bidder who has downloaded the tender from the University website www.du.ac.in and Central Public Procurement Portal (CPPP) <https://eprocure.gov.in/eprocure/app>, shall not tamper/modify the tender form including downloaded financial bid template (BOQ) in any manner. In case the same is found to be tampered/modified in any manner, the bid shall summarily rejected without prejudice to any further consequential action by the University and EMD would be forfeited and bidder is liable to be banned from doing business with University.
- 6.10 Intending bidder are advised to visit again University website www.du.ac.in and CPP Portal <https://eprocures.gov.in/eprocure/app> at least 3 days prior to closing date of submission of bids for any corrigendum/addendum/amendment.

7. OPENING OF FINANCIAL BID AND EVALUATION

- 7.1 After, the Technical Evaluation of the bids, the University will open the “Financial Bids” of all the technically qualified bidders at notified date and time. The lowest financial bid shall be considered for award of contract.

8. EARNEST MONEY DEPOSIT:

- 8.1 Earnest Money Deposit of Rs. 1 Lakh is required to be made along with the tender document in the form of bank draft in favour of **Registrar, University of Delhi**, payable at Delhi. The Earnest Money Deposit of unsuccessful bidders will be returned within 45 days of finalization of the tender. However, the Earnest Money Deposit of the bidder, whose rates are accepted, will be returned only after the completion of the contractual obligations. No interest will be paid on the amount of Earnest Money Deposit money. Bids without the EMD will not be considered.
- 8.2 The Earnest Money Deposit (EMD) of **Rs. 1,00,000/-** (Rupees One Lakh only) in the form of FDR/Demand Draft issued by a Nationalized/Commercial Bank in favour of “Registrar, University of Delhi” must reach the **Section Officer, General Branch-II, Room No: 209, 2nd Floor, New Administrative Block, University of Delhi, Delhi-110007**, on or before the closing date & time of bid submission. Bidders, however have to attach scanned copies of EMD documents alongwith the e-tender while online submission. The Earnest money shall be accepted with a minimum validity of 6 months in the forms and shall be in favour of “Registrar, University of Delhi”, payable at Delhi.
- 8.3 Bids without the earnest money deposit shall summarily rejected. In case of successful bidder, the earnest money deposit will be returned on submission of Performance Bank Guarantee.

- 8.4 In the case of unsuccessful bidders, the Earnest Money Deposited will be refunded without any interest.

9. FINAL DECISION MAKING AUTHORITY

- 9.1 The University reserves the right to accept or reject any bid and to annul the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders, No claim whatsoever will be entertained/paid by the university to the bidder(s).

10. SUMMARY REJECTION OF TENDER:

- 10.1 The tenders not accompanied with Earnest Money Deposit, shall be summarily rejected. Similarly, if the bidder proposes any alternation in or additions to the prescribed form of tender or decline to carry out any work of the tender document, or any conditions mentioned, etc., his tender is liable to be rejected.

11. AMENDMENT OF TENDER DOCUMENT:

- 11.1 Before the closing date & time for submission of bid, the University may modify the tender document by issuing addendum/corrigendum.
- 11.2 Any addendum/corrigendum thus issued shall be a part of the tender document and shall be uploaded on the University website (www.du.ac.in) and CPPP <https://eprocure.gov.in/eprocure/app>. Prospective bidders must visit the website before filling and submission of Tender Document for such information.

12. PERFORMANCE BANK GUARANTEE:

- 12.1 The successful bidder will have to furnish a Performance Bank Guarantee in favour of the 'Registrar, University of Delhi, Delhi-110007. Valid up to (60) days after the completion of contract from a scheduled /nationalized bank in India for 10% of the yearly order value within twenty-one (21) days of the placement of orders.

13. PENALTY CAUSE

- 13.1 Agency has to complete the work as per the agreed schedule and strictly in accordance with the terms and conditions of the tender. A penalty @ 1% per day of delay shall be imposed except due to any reason beyond the control of the Agencies (Force Majeure). The Registrar, University of Delhi shall have the sole discretion to waive off such penalty as he deems fit, provided further that the Agency shall explain in writing the reasons which caused such delay.

In the event of failure to complete the work in the stipulated period, the University of Delhi reserves the right to get the work done from any other agency at the risk and the cost of the successful agency.

14. FORCE MAJEURE:

The second party, against the other, in case of any failure or omission or calamities such as fires, floods, earthquakes, hurricanes, or civil strikes, under any statute or regulations of the Government, lock-outs, strikers, riots, embargoes from any political reasons beyond the control of any part including war (whether declared or not), civil war or state of insurrection shall give notice to other party within 30 days of the occurrence of such incident that on account of the above event the notifying party. Has delayed the performance of its work as it was beyond its reasonable control and it has not occurred due to negligence or default on its part.

Either party, as and when gives notice of force majeure shall provide confirmation of such event in the form of a certificate from the Government department or agency or chamber of commerce. The parties shall be relieved of their respective obligations to perform, hereunder for so long as the event of force majeure continues and to the extent their performance is affected by such an event of force majeure provided notices as above are given and the event of force majeure is established as provided hereinabove.

15. ARBITRATION AND SETTLEMENT OF DISPUTES:

In the event of any question, dispute or difference arising under this agreement or in connection therewith (except as to matter the decision of which is specifically provided under this agreement), the same shall be referred to sole arbitration of the Registrar or any other person as approved by the Vice-Chancellor, University of Delhi. There will be no objection for any such appointment on the basis that the arbitrator is an Employee of University of Delhi or that he/she has to deal with the matter to which the agreement relates or that in course of his/her duties as Employee of the University of Delhi or that he/she has expressed views on all or any of the matter under dispute. The award of the arbitrator shall be final and binding on the parties.

The arbitrator may, from time to time, with the consent of parties, change the time for making and publishing the award. Subject to Arbitration and Conciliation Act 1996 and the Rules made thereunder, as amended from time to time shall be deemed to apply to the arbitration proceeding under this clause. The proceedings of the arbitration shall be carried out in Delhi with its jurisdiction of courts at Delhi.

16. TAXES AND DUTIES:

- 16.1 The taxes and duties should be quoted separately and clearly. The terms such as Taxes and duties as applicable or at actual should not be mentioned in the bid. In the event of an increase in taxes/duties, the extra liability on account of these taxes shall be borne by University of Delhi. Similarly in the event of abolition/reduction of taxes/duties, the savings accruing to the bidder shall be passed on to University of Delhi.

17. TERMS OF PAYMENT:

- 17.1 PAYMENT MODE:** Payment will be released through RTGS only after the completion of satisfactory work.

INSTRUCTIONS FOR ONLINE BID SUBMISSION:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids (ie after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

- 9) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

UNIVERSITY OF DELHI

Annexure-I

TECHNICAL BID

1. Name of the Company
2. Address (with Tele No. fax No. & e-mail)
3. Contact person Name and mobile number
4. (a) The number of years of experience in this field . _____
(purchase order of 2019/before three years back or earlier should be attached.)
(b) Total value per year of Business during the last three years
(Attested certificate from the Chartered Accountant should be attached)
5. (a) Registration Number _____
(b) GST number
(c) PAN Number _____
(d) Service Tax Number _____
6. Address of firm/shop with area of premises.
7. Whether owned/rented.
8. Bank details:

Contd...

Tender for Outsourcing of Examination Services (Collating Agency) - TENDER-B

Confirm the Attachment:-

S. No.	Details	Whether attached			Page No.
	Bidding for Tender-A 'or' Tender-B 'or' both	Please specify (tick)			
		Only for Tender-A	Only for Tender-B	Both Tender A & B	
1.	EMD (Rs. 1,00,000/-)	Yes	No		
2.	Agency profile as per 4.1 & 4.5	Yes	No		
3.	Certificate that the firm is not blacklisted 4.2	Yes	No		
4.	Proof of Gross turnover in lakhs as per 4.3	2019-20	2020-21	2021-22	
5.	IT returns of last 3 years as per 4.3	Yes	No		
6.	Note explaining understood scope of work as per 4.7	Yes	No		
7.	Details of quality control procedure as per 4.8	Yes	No		
8.	An agency may quote for both Tender-A & Tender-B. But Agency should give a certificate that no other agency in which it has business interest, has submitted bid in Tender-A and/or Tender-B				
9.	Proof of completed projects as per 4.4 The Agency must have handled at least two similar projects/assignments (Result processing of Govt. recognized Degree/ Diploma/Secondary/ Senior Secondary School Certificate will be considered only and not processing result of Entrance Exams or Admission Process) for a minimum of 1 Lakh candidates each during last five years (from 2017 onwards).	(Yes/No) Please provide the details in the prescribe format given below, if required may be used additional sheet.			
10.	Tender acceptance letter.	Yes	No		

Declaration

I hereby certify that the information furnished above are full and correct to the best of our knowledge. We understand that in case of any deviation is found in the above statement at any stage; the company will be black-listed and will not have any deal with the Organizations in future.

**Authorized Signature
With Seal of Company**

Tender for Outsourcing of Examination Services (Collating Agency) - TENDER-B

Year	Name of the Organization & City	Number of the Candidates in lakh	Documentary evidence attached at page no.
2017-18			
2018-19			
2019-20			
2020-22			
2021-22			

**Authorized Signature
With Seal of Company**

UNIVERSITY OF DELHI

ANNEXURE-II

FINANCIAL BID (Tender - B)

Sr.No.	Scope of Work	Rate per candidate per exam. basis Without Tax (in Rs.₹)	Taxes	Total Rate per candidate as per exam. basis Rate + Tax= Total (in Rs. ₹)
1.	Pre Examination Processing mentioned as in 2.1	Rate per candidate	Rate= Rs.=	
2.	Post Examination Processing as in 2.2	Rate per candidate	Rate= Rs.=	
3.	Post Examination Report Generation as in 2.3	Rate per candidate	Rate= Rs.=	

Rate will be valid for three years

L1 shall be calculated on the basis of combined as per candidate per exam basis for activity 2.1, 2.2 & 2.3

Financial bid is to be in provided excel format only

**Authorized Signature
With Seal of Company**

Annexure- III

**Form of Performance Guarantee
Bank Guarantee Bond**

1. In consideration of the University of Delhi (hereinafter called "The University") having offered to accept the terms and conditions of the proposed agreement between _____ and _____ (hereinafter called "the said Contractor (s)") for the work _____ (hereinafter called "the said agreement") having agreed to production of a irrevocable Bank Guarantee for Rs. _____ (Rupees _____ only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and condition in the said agreement.

We, _____ (indicate the name of the Bank) _____ (hereinafter referred as "the Bank") hereby undertake to pay to the University an amount not exceeding Rs. _____ (Rupees _____ only) on demand by the University.

2. We, _____ (indicate the name of the Bank) _____ do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the University stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____ (Rupees _____ only).
3. We, the said bank further undertake to pay the University any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor (s) shall have no claim against us for making such payment.

4. We, _____ (indicate the name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the University under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Registrar, University of Delhi, on behalf of the University certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharge this guarantee.
5. We, _____ (indicate the name of the Bank) further agree with the University that the University shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of terms and conditions of the said agreement or to extent time of performance by the said Contractor(s) from to time or to postpone for any time or from time to time any of the powers exercisable by the University against the said contractor (s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor (s) or for any forbearance, act of omission

on the part of the University or any indulgence by the University to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect or so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).
7. We, _____ (indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the University in writing.
8. This guarantee shall be valid upto _____ unless extended on demand by the University. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. _____ (Rupees _____ only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

Date the -----day of -----for----- (indicate the name of the Bank)

Annexure-IV

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

To,

Sub: Acceptance of Terms & Condition of Tender.

Tender Reference No:_____

Name of Tender / Work:-

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

As per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No. ____ to ____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I/we shall abide hereby by the terms / conditions/ clauses contained therein.
3. The corrigendum(s) issued from time to time by your department / organization to have also been taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirely.
5. I/we do hereby declare that our firm has not been blacklisted/debarred by any Govt. Department/Public Sector undertaking in last three years.
6. I/we certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder, with Official Seal)

CHECK LIST

S. No.	Description	Page No.	Remarks, if any
1	EMD (Rs. 1,00,000/-)		
2	Annexure – I (Technical Bid)		
3	Annexure – II (Financial Bid)** ** to be submitted in excel format only.		
4	Annexure-III (Performance Bank Guarantee)		
5	Annexure-IV (Tender Acceptance Letter)		

-END OF TENDER DOCUMENT-



दिल्ली विश्वविद्यालय
UNIVERSITY OF DELHI

सामान्य शाखा- II

General Branch-II

कमरा नं : 209, नया प्रशासनिक खंड, दिल्ली विश्वविद्यालय, दिल्ली-110007

दूरभाष नं: 011-27666764 ईपीबीएक्स - 1175

General Branch-II, Room No. 209, New Administrative Block,
University of Delhi, Delhi – 110007, Ph: 27666764 EPBAX 1175

Email : gb2@admin.du.ac.in

GEN-II/123/2023/

Dated: 05th July, 2023

CORRIGENDUM

This has reference to ID No. 2023_DU_760081_1, GEN-II/123/2023/13 for Tender-A Outsourcing of Examination Services (Main Agency).

It is informing that the pre-bid meeting scheduled for 10th July, 2023 at 11:00 am has been postponed and the same will be held on **11th July, 2023 at 11:00 am in the Dean Examinations committee room, New Examination Building, North Campus, University of Delhi, Delhi-110007**

Other terms and conditions will remain unchanged.

Sd/-
ASSISTANT REGISTRAR (PROC. & STORE)



दिल्ली विश्वविद्यालय
UNIVERSITY OF DELHI
सामान्य शाखा- II

General Branch-II

कमरा नं : 209, नया प्रशासनिक खंड, दिल्ली विश्वविद्यालय, दिल्ली-110007

दूरभाष नं: 011-27666764 ईपीबीएक्स - 1175

**General Branch-II, Room No. 209, New Administrative Block,
University of Delhi, Delhi – 110007, Ph: 27666764 EPBAX 1175**

Email : gb2@admin.du.ac.in

GEN-II/123/2023/

Dated: 05th July, 2023


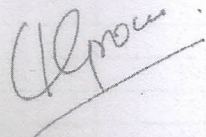
CORRIGENDUM

This has reference to ID No. 2023_DU_760106_1, GEN-II/123/2023/13B for Tender-B Outsourcing of Examination Services (Collating Agency).

It is informing that the pre-bid meeting scheduled for 10th July, 2023 at 11:00 am has been postponed and the same will be held on **11th July, 2023 at 11:00 am in the Dean Examinations committee room, New Examination Building, North Campus, University of Delhi, Delhi-110007**

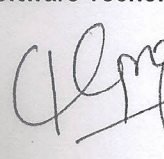
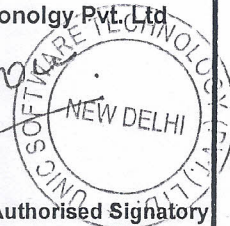
Other terms and conditions will remain unchanged.

Sd/-
ASSISTANT REGISTRAR (PROC. & STORE)

UNIC SOFTWARE TECHNOLOGY PVT LTD		TAX INVOICE/INVOICE	
5, IIND FLOOR, SANT NAGAR, EAST OF KAILASH, NEW DELHI DELHI, 110065 Phone: + 46571472 Mobile: +9312364889 Email: unic96@gmail.com GSTIN: 07AAACU2810M1ZD PAN: AAACU2810M			
		DATE 06/07/2020 INVOICE # NO. 2020-2021/006 CUSTOMER ID DUE DATE 	
BILL TO			
The Decn Examinations North Campus, University of Delhi State: Delhi GSTIN: 07AAAGU0114N3Z8 Reference: GEN-III/118/2019-2020/10(A) Outsourcing-Exam/1633-36			
DESCRIPTION OF GOODS/ SERVICES	Rate	SAC/ HSN Code	AMOUNT
Post Examination Result Processing Nov/Dec- 2019. Candidates Details Attached.			
Total Candidates=222651	Rs. 1.84/-Per Candidate	00440452	409,677.84
			409,677.84
CGST @9%			36,871.01
SGST @9%			36,871.01
IGST			
Total			483,419.85
Total Invoice value (in words) Rs. 483,420 Four Lac Eighty Three Thousand Four Hundred Twenty Only.			
PAYMENT ADVICE:			
1. All Electronic transfers may be made to the account of: Bank Name : The Karur Vysya Bank Ltd. IFSC Code : KVBL0004105 Account No.: 4105135000000306 Company Name : Unic Software Technology (P) Ltd.			
		For Unic Software Techonolgy Pvt. Ltd   Authorised Signatory	
If you have any queries about this invoice, please contact unic96@gmail.com Thank you!			

Received
31/7/2020
[Signature]

EDP

UNIC SOFTWARE TECHNOLOGY PVT LTD		TAX INVOICE/INVOICE	
5, IIND FLOOR, SANT NAGAR, EAST OF KAILASH, NEW DELHI DELHI, 110065 Phone: + 46571472 Mobile: +9312364889 Email: unic96@gmail.com GSTIN: 07AAACU2810M1ZD PAN: AAACU2810M		DATE 06/11/2020 INVOICE # NO. 2020-2021/012 CUSTOMER ID DUE DATE	
BILL TO			
The Deen Examinations North Campus, University of Delhi State: Delhi GSTIN: 07AAAGU0114N3Z8 Reference: GEN-II/118/2019-2020/10(A) Outsourcing-Exam/1633-36			
DESCRIPTION OF GOODS/ SERVICES	Rate	SAC/ HSN Code	AMOUNT
Post Examination Result Processing Nov/Dec-2019 and May-June-2020. Candidates Details Attached.			
Total Candidates=299689 ✓	Rs. 1.84/-Per Candidate	00440452	551,427.76 ✓
Candidates Details Enclosed			
			551,427.76
CGST @9%			49,628.50 ✓
SGST @9%			49,628.50 ✓
IGST			
Total			650,684.76 ✓
Total Invoice value (in words)		Rs. 650,685	
Six Lac Fifty Thousand Six Hundred Eighty Five Only.			
PAYMENT ADVICE:			
1. All Electronic transfers may be made to the account of: Bank Name : State Bank of India. IFSC Code : SBIN0011553 Account No.: 36825700533 Company Name : Unic Software Technology (P) Ltd.			
For Unic Software Technolgy Pvt. Ltd			
  <p>Authorised Signatory</p>			
If you have any queries about this invoice, please contact unic96@gmail.com Thank you!			

११/११/२०२०
ए. ए. जावेद
तकनीकी सहायक

११.११.२०
संयुक्त कुलसचिव (परीक्षा-VI)
Examination Officer (Examination-VI)
विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

११/११/२०
संयुक्त कुलसचिव (परीक्षा)
Jt. Registrar (Exam.)
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

११/११/२०
अभिषेखा (परीक्षा)
Dean (Examinations)
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007


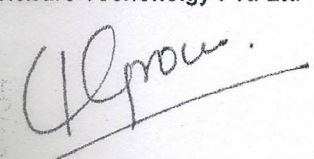

Salik

OE-92
06/01/2021

संयुक्त प्रवेश परीक्षा
Joint Entrance Exam.
दिल्ली विश्वविद्यालय University of Delhi
दिल्ली-110 007 Delhi-110007

11/21/01/2021
एस. एच. जावेद
तकनीकी सहायक (कानून)

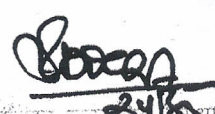
EDP Cell
May 2021
21/3/2021

UNIC SOFTWARE TECHNOLOGY PVT LTD		TAX INVOICE/INVOICE	
5, IIIND FLOOR, SANT NAGAR, EAST OF KAILASH, NEW DELHI DELHI, 110065 Phone: + 46571472 Mobile: +9312364889 Email: unic96@gmail.com GSTIN: 07AAACU2810M1ZD PAN: AAACU2810M		DATE 01/03/2021 INVOICE # NO. 2020-2021/014 CUSTOMER ID DUE DATE	
BILL TO			
The Deen Examinations North Campus, University of Delhi State: Delhi GSTIN: 07AAAGU0114N3Z8 Reference: GEN-II/118/2019-2020/10(A) Outsourcing-Exam/1633-36			
DESCRIPTION OF GOODS/ SERVICES		Rate	SAC/ HSN Code
Post Examination Result Processing May/June-2020. Candidates Details Attached.444940			
Total Candidates=444940		Rs. 2.17/-Per Candidate	00440452
Candidates Details Enclosed			
CGST @9%			73,641.34
SGST @9%			73,641.34
IGST			
Total			965,519.80
Total Invoice value (in words)		Rs. 965,520	
Nine Lac Sixty Five Thousand Five Hundred Twenty Only.			
PAYMENT ADVICE:			
1. All Electronic transfers may be made to the account of: Bank Name : State Bank of India. IFSC Code : SBIN0011553 Account No.: 36825700533 Company Name : Unic Software Technology (P) Ltd.			
		For Unic Software Techonolgy Pvt. Ltd  Authorised Signatory	
		If you have any queries about this invoice, please contact unic96@gmail.com Thank you!	

प्रतिपादन (प्रमाणित)
Dean (Examinations)
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

verified as per Record
(KAPIL)

DE-1110
2/3/21


राजेश कुमार (राजा)
जोड़ने के लिए (Joining)
दिल्ली विश्वविद्यालय / University of Delhi
दिल्ली-110007 / Delhi-110007

एस. एच. जावेद
तकनीकी सहायक (कम्प्यूटर)

AR (Results)

So (CEPT)
Softey (Results)
17/9

UNIC SOFTWARE TECHNOLOGY PVT LTD

TAX INVOICE/INVOICE

5, IIND FLOOR, SANT NAGAR, EAST OF KAILASH, NEW DELHI
DELHI, 110065
Phone: + 46571472
Mobile: +9312364889
Email: unic96@gmail.com
GSTIN: 07AAACU2810M1ZD
PAN: AAACU2810M

DATE 09/09/2021
INVOICE # NO. 2021-2022/004
CUSTOMER ID
DUE DATE

BILL TO

The Deen Examinations
North Campus, University of Delhi

State: Delhi
GSTIN: 07AAAGU0114N3Z8
Reference: GEN-II/118/2019-2020/10(A) Outsourcing-Exam/1633-36

DESCRIPTION OF GOODS/ SERVICES	Rate	SAC/ HSN Code	AMOUNT
Post Examination Result Processing Nov./Dec-2020. Candidates Details Attached.244530			
Total Candidates=244530	Rs. 2.17/-Per Candidate	00440452	530,630.10
Candidates Details Enclosed			
CGST @9%			40,471.79
SGST @9%			40,471.79
IGST			
Total			530,630.10
Total Invoice value (in words) Five Lac Thirty Thousand Six Hundred Thirty Only.			

PAYMENT ADVICE

1. All Electronic transfers may be made to the account of: Bank Name : HDFC BANK
IFSC Code : HDFC0000120
Account No.: 50200044774355
Company Name : Unic Software Technology (P) Ltd.

For Unic Software Techonolgy Pvt. Ltd



Authorised Signatory

If you have any queries about this invoice, please contact

unic96@gmail.com

Thank you!

CE-4046
13/9/2021150
17/9/21

UNIC SOFTWARE TECHNOLOGY PVT LTD

TAX INVOICE/INVOICE

5, IIND FLOOR, SANT NAGAR, EAST OF KAILASH, NEW DELHI

DELHI, 110065

Phone: + 46571472

Mobile: +9312364889

Email: unic96@gmail.com

GSTIN: 07AAACU2810M1ZD

PAN: AAACU2810M

DATE 09/11/2021

INVOICE # NO. 2021-2022/008

CUSTOMER ID

DUE DATE

BILL TO

The Deen Examinations

North Campus, University of Delhi

State: Delhi

GSTIN: 07AAAGU0114N3Z8

Reference: GEN-II/118/2019-2020/10(A) Outsourcing-Exam/1633-36

DESCRIPTION OF GOODS/ SERVICES	Rate	SAC/ HSN Code	AMOUNT
Post Examination Result Processing Nov./Dec-2020. (PG ,NCW and SOL) Candidates Details Attached.263573			
Total Candidates=263573	Rs. 2.17/-Per Candidate	00440452	571,953.41
Candidates Details Enclosed			
CGST @9%			43,623.57
SGST @9%			43,623.57
IGST			
Total			571,953.41

Total Invoice value (in words) Rs. 571,953

Five Lac Seventy One Thousand Nine Hundred Fifty Three Only.

PAYMENT ADVICE:

1. All Electronic transfers may be made to the account

of: Bank Name : HDFC BANK

IFSC Code : HDFC0000120

Account No.: 50200044774355

Company Name : Unic Software Technology (P) Ltd.

For Unic Software Technolgy Pvt. Ltd



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Examinations
विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

अधिष्ठाता (परीक्षा)
Dean (Examinations)
विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

EDP
Aparna
23/12/21

UNIC SOFTWARE TECHNOLOGY PVT LTD **TAX INVOICE/INVOICE**

5, IIND FLOOR, SANT NAGAR, EAST OF KAILASH, NEW DELHI
DELHI, 110065
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Email: unic96@gmail.com
GSTIN: 07AAACU2810M1ZD
PAN: AAACU2810M

DATE 15/12/2021
INVOICE # NO. 2021-2022/009
CUSTOMER ID
DUE DATE

BILL TO

The Deen Examinations
North Campus, University of Delhi

State: Delhi

GSTIN: 07AAAGU0114N3Z8

Reference: GEN-II/118/2019-2020/10(A) Outsourcing-Exam/1633-36

DESCRIPTION OF GOODS/ SERVICES	Rate	SAC/ HSN Code	AMOUNT
Post Examination Result Processing May./Jun-2021. (SOL) Candidates Details Attached			
Total Candidates=464318	Rs. 2.17/-Per Candidate	00440452	1,007,570.06
Candidates Details Enclosed			
CGST @9%			76,848.56
SGST @9%			76,848.56
IGST			
Total			1,007,570.06

Total Invoice value (in words) Rs. 1,007,570
Ten Lac Seven Thousand Five Hundred Seventy Only.

PAYMENT ADVICE:

1. All Electronic transfers may be made to the account
of: Bank Name : HDFC BANK
IFSC Code : HDFC0000120
Account No.: 50200044774355
Company Name : Unic Software Technology (P) Ltd.

For Unic Software Techonolgy Pvt. Ltd



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unic96@gmail.com

Thank you!

DE-6396
23.12.2021

Aparna
विशेष कार्य अधिकारी परीक्षा
C.C.D. Examinations
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

अधिष्ठाता (परीक्षा)
Dean (Examinations)
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

AR (Result) SO Exam
May/June 15/2/22
Kendras
Agarwal

UNIC SOFTWARE TECHNOLOGY PVT LTD**TAX INVOICE/INVOICE**

5, IIND FLOOR, SANT NAGAR, EAST OF KAILASH, NEW DELHI
DELHI, 110065
Phone: + 46571472
Mobile: +9312364889
Email: unic96@gmail.com
GSTIN: 07AAACU2810M1ZD
PAN: AAACU2810M

DATE 03/02/2022
INVOICE # NO. 2021-2022/010
CUSTOMER ID
DUE DATE

BILL TO

The Deen Examinations
North Campus, University of Delhi

State: Delhi

GSTIN: 07AAAGU0114N3Z8

Reference: GEN-II/118/2019-2020/10(A) Outsourcing-Exam/1633-36

DESCRIPTION OF GOODS/ SERVICES	Rate	SAC/ HSN Code	AMOUNT
Post Examination Result Processing May./Jun-2021. (SOL Ex., PG, NCW and UG CBCS) Candidates Details Attached			
Total Candidates=293020	Rs. 2.17/-Per Candidate	00440452	635,853.40
Candidates Details Enclosed			
CGST @9%			48,497.29
SGST @9%			48,497.29
IGST			
Total			635,853.40

Total Invoice value (in words) Rs. **635,853**
Six Lac Thrity Five Thousand Eight Hundred Fifty Three Only.

PAYMENT ADVICE:

1. All Electronic transfers may be made to the account
of: Bank Name : HDFC BANK
IFSC Code : HDFC0000120
Account No.: 50200044774355
Company Name : Unic Software Technology (P) Ltd.

For Unic Software Technolgy Pvt. Ltd



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DE-12
14/2/22

79
16/2/22

72 GDR-62
13/3/22

May/June 15/2/22
विशेष कार्य अधिकारी परीक्षा
O.S.D. Examinations
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

अधिष्ठाता (परीक्षा)
Dean (Examinations)
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

अधिकांश अधिकारी (परीक्षा)
अधिकांश अधिकारी (परीक्षा)
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

EDP(IA)
Ajay Arora
21/9/22

UNIC SOFTWARE TECHNOLOGY PVT LTD

TAX INVOICE/INVOICE

5, IIND FLOOR, SANT NAGAR, EAST OF KAILASH, NEW DELHI
DELHI, 110065
Phone: + 46571472
Mobile: +9312364889
Email: unic96@gmail.com
GSTIN: 07AAACU2810M1ZD
PAN: AAACU2810M

DATE 01/09/2022
INVOICE # NO. 2022-2023/016
CUSTOMER ID
DUE DATE

BILL TO

The Deen Examinations
North Campus, University of Delhi

State: Delhi

GSTIN: 07AAAGU0114N3Z8

Reference: GEN-III/118/2019-2020/10(A) Outsourcing-Exam/1633-36

DESCRIPTION OF GOODS/ SERVICES	Rate	SAC/ HSN Code	AMOUNT
Post Examination Result Processing Nov./Dec-2021. (Regular and SOL(Sem-III and V) Candidates Details Attached.365411			
Total Candidates=365411	Rs. 2.17/-Per Candidate	00440452	792,941.87
Candidates Details Enclosed			
CGST @9%			60,478.62
SGST @9%			60,478.62
IGST			
Total			792,941.87

Total Invoice value (in words) Rs. **792,942**
Seven Lac Ninety Two Thousand Nine Hundred Forty Two Only.

PAYMENT ADVICE:

1. All Electronic transfers may be made to the account of:
Bank Name : HDFC BANK, Laxmi Nagar, Vikas Marg Delhi
IFSC Code : HDFC0000120
Account No.: 50200044774355
Company Name : Unic Software Technology (P) Ltd.

For Unic Software Technology Pvt. Ltd



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unic96@gmail.com

Thank you!

DE-5194
05-09-22

8/9/22

संयुक्त कुलसचिव (परीक्षा)
Joint Registrar (Exam)
दिल्ली विश्वविद्यालय/University of Delhi
दिल्ली-110007/Delhi-110007

8/9/22

विशेष कार्य अधिकारी परीक्षा
O.S.D. Examinations
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

अधिष्ठाता (परीक्षा)
Dean (Examinations)
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

EOP

Hinglani
11/11/22

UNIC SOFTWARE TECHNOLOGY PVT LTD

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5, IIND FLOOR, SANT NAGAR, EAST OF KAILASH, NEW DELHI
DELHI, 110065
Phone: + 46571472
Mobile: +9312364889
Email: unic96@gmail.com
GSTIN: 07AAACU2810M1ZD
PAN: AAACU2810M

DATE 03/11/2022
INVOICE # NO. 2022-2023/020
CUSTOMER ID
DUE DATE

BILL TO

The Deen Examinations
North Campus, University of Delhi

State: Delhi

GSTIN: 07AAAGU0114N3Z8

Reference: GEN-II/118/2019-2020/10(A) Outsourcing-Exam/1633-36

DESCRIPTION OF GOODS/ SERVICES	Rate	SAC/ HSN Code	AMOUNT
Post Examination Result Processing Nov./Dec-2021. Regular, SOL and NCW (Sem-I, III, V) Candidates Details Attached. 307092			
Total Candidates=307092	Rs. 2.17/-Per Candidate	00440452	666,389.64
Candidates Details Enclosed			
CGST @9%			50,826.33
SGST @9%			50,826.33
IGST			
Total			666,389.64

Total Invoice value (in words) Rs. 666,390
Six Lac Sixty Six Thousand Three Hundred Ninety Only.

PAYMENT ADVICE:

1. All Electronic transfers may be made to the account
of: Bank Name : HDFC BANK
IFSC Code : HDFC0000120
Account No.: 50200044774355
Company Name : Unic Software Technology (P) Ltd.

For Unic Software Technolgy Pvt. Ltd



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Thank you!

De- 6680
07.11.22

Hinglani
विशेष कार्य अधिकारी परीक्षा
O.S.D. Examinations
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

अधिकाता (परीक्षा)
Dean (Examinations)
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

संयुक्त कुलपति (परीक्षा)
Joint Registrar (Examinations)
दिल्ली विश्वविद्यालय (U/D-Examinations) of Delhi
दिल्ली-110007 / Delhi-110007

UNIC SOFTWARE TECHNOLOGY PVT LTD 5, IIND FLOOR, SANT NAGAR, EAST OF KAILASH, NEW DELHI DELHI, 110065 Phone: + 46571472 Mobile: +9312364889 Email: unic96@gmail.com GSTIN: 07AAACU2810M1ZD PAN: AAACU2810M	TAX INVOICE/INVOICE DATE 16/12/2022 INVOICE # NO. 2022-2023/025 CUSTOMER ID DUE DATE 																																												
<div style="display: flex; justify-content: space-between;"> <div> BILL TO The Deen Examinations North Campus, University of Delhi State: Delhi GSTIN: 07AAAGU0114N3Z8 Reference: GEN-II/118/2019-2020/10(A) Outsourcing-Exam/1633-36 </div> <div style="text-align: right; font-style: italic;"> EDP Ajay Arora 19/12/22 </div> </div>																																													
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">DESCRIPTION OF GOODS/ SERVICES</th> <th style="width: 10%;">Rate</th> <th style="width: 15%;">SAC/ HSN Code</th> <th style="width: 15%;">AMOUNT</th> </tr> </thead> <tbody> <tr> <td>Post Examination Result Processing May/June-2022. (SOL CBCS and Annual) Candidates Details Attached.416864</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Candidates=416864</td> <td>Rs. 2.17/-Per Candidate</td> <td>00440452</td> <td>904,594.88</td> </tr> <tr> <td>Candidates Details Enclosed</td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> </tr> <tr> <td>CGST @9%</td> <td></td> <td></td> <td>68,994.52</td> </tr> <tr> <td>SGST @9%</td> <td></td> <td></td> <td>68,994.52</td> </tr> <tr> <td>IGST</td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td>904,594.88</td> </tr> </tbody> </table>		DESCRIPTION OF GOODS/ SERVICES	Rate	SAC/ HSN Code	AMOUNT	Post Examination Result Processing May/June-2022. (SOL CBCS and Annual) Candidates Details Attached.416864				Total Candidates=416864	Rs. 2.17/-Per Candidate	00440452	904,594.88	Candidates Details Enclosed												CGST @9%			68,994.52	SGST @9%			68,994.52	IGST								Total			904,594.88
DESCRIPTION OF GOODS/ SERVICES	Rate	SAC/ HSN Code	AMOUNT																																										
Post Examination Result Processing May/June-2022. (SOL CBCS and Annual) Candidates Details Attached.416864																																													
Total Candidates=416864	Rs. 2.17/-Per Candidate	00440452	904,594.88																																										
Candidates Details Enclosed																																													
CGST @9%			68,994.52																																										
SGST @9%			68,994.52																																										
IGST																																													
Total			904,594.88																																										
Total Invoice value (in words) Rs. 904,595 Nine Lac Four Thousand Five Hundred Ninety Five Only.																																													
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> PAYMENT ADVICE: 1. All Electronic transfers may be made to the account of: Bank Name : HDFC BANK, Laxmi Nagar, Vikas Marg Delhi IFSC Code : HDFC0000120 Account No.: 50200044774355 Company Name : Unic Software Technology (P) Ltd. </div> <div style="width: 50%; text-align: right;"> For Unic Software Techonolgy Pvt. Ltd  <div style="display: flex; align-items: center;"> <div style="font-style: italic; font-size: 1.2em; margin-right: 10px;">Ajay Arora</div> <div> Authorised Signatory </div> </div> </div> </div>																																													
If you have any queries about this invoice, please contact unic96@gmail.com Thank you!																																													

DE-7736
19.12.22

Ajay Arora
26/12/22

विशेष कार्य अधिकारी परीक्षा
 O.S.D. Examinations
 दिल्ली विश्वविद्यालय
 University of Delhi
 दिल्ली-110007 / Delhi-110007

[Signature]

अध्यापक (परीक्षा)
 Dean (Examinations)
 दिल्ली विश्वविद्यालय
 University of Delhi
 दिल्ली-110007 / Delhi-110007

[Signature]

संयुक्त कुलसचिव (परीक्षा)
 Joint Registrar (Exam)
 दिल्ली विश्वविद्यालय/University of Delhi
 दिल्ली-110007/Delhi-110007

UNIC SOFTWARE TECHNOLOGY PVT LTD

TAX INVOICE/INVOICE

5, IIND FLOOR, SANT NAGAR, EAST OF KAILASH, NEW DELHI

DELHI, 110065

Phone: + 46571472

Mobile: +9312364889

Email: unic96@gmail.com

GSTIN: 07AAACU2810M1ZD

PAN: AAACU2810M

DATE 01-03-2023

INVOICE # NO. 2022-2023/028

CUSTOMER ID

DUE DATE

BILL TO

The Deen Examinations

North Campus, University of Delhi

State: Delhi

GSTIN: 07AAAGU0114N3Z8

Reference: GEN-II/118/2019-2020/10(A) Outsourcing-Exam/1633-36

DESCRIPTION OF GOODS/ SERVICES

Rate

SAC/ HSN Code

AMOUNT

Post Examination Result Processing May/June-2022. (SOL
CBCS and Annual) Candidates Details Attached.286805

Total Candidates=286805

Rs. 2.17/-Per Candidate

00440452

622,366.85

Candidates Details Enclosed

CGST @9%

47,468.66

SGST @9%

47,468.66

IGST

Total

622,366.85

Total Invoice value (in words)

Rs.

622,367

Six Lac Twenty Two Thousand Three Hundred Sixty Seven Only.

PAYMENT ADVICE:

1. All Electronic transfers may be made to the account of:

Bank Name : HDFC BANK, Laxmi Nagar, Vikas Marg Delhi

IFSC Code : HDFC0000120

Account No.: 50200044774355

Company Name : Unic Software Technology (P) Ltd.

For Unic Software Techonolgy Pvt. Ltd

Authorised Signatory

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अधिष्ठाता (परीक्षा)
Dean (Examinations)दिल्ली विश्वविद्यालय
University of Delhi

दिल्ली-110007 / Delhi-110007

परीक्षा परिणाम प्रकाश
The Deen Examinations
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007संयुक्त कुलसचिव
Joint Registrar (E)
दिल्ली विश्वविद्यालय/University
दिल्ली-110007/Delhi-110007

UNIC SOFTWARE TECHNOLOGY PVT LTD

TAX INVOICE/INVOICE

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Phone: + 46571472
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Email: unic96@gmail.com
GSTIN: 07AAACU2810M1ZD
PAN: AAACU2810M

DATE 22-05-2023
INVOICE # NO. 2023-2024/003
CUSTOMER ID
DUE DATE

BILL TO

The Deen Examinations
North Campus, University of Delhi

State: Delhi

GSTIN: 07AAAGU0114N3Z8

Reference: GEN-II/118/2019-2020/10(A) Outsourcing-Exam/1633-36

DESCRIPTION OF GOODS/ SERVICES	Rate	SAC/ HSN Code	AMOUNT
Post Examination Result Processing Nov/Dev-2022. CBCS UG and PG Candidates Details Attached. 197731			
Total Candidates=197731	Rs. 2.17/-Per Candidate	00440452	429,076.27
Candidates Details Enclosed			
CGST @9%			32,726.16
SGST @9%			32,726.16
IGST			
Total			429,076.27

Total Invoice value (in words) Rs. **429,076**
Four Lac Twenty Nine Thousand Seventy Six Only.

PAYMENT ADVICE:

1. All Electronic transfers may be made to the account of:
Bank Name : HDFC BANK, Laxmi Nagar, Vikas Marg Delhi
IFSC Code : HDFC0000120
Account No.: 50200044774355
Company Name : Unic Software Technology (P) Ltd.

For Unic Software Technolgy Pvt. Ltd



Signature

Authorised Signatory

If you have any queries about this invoice, please contact

unic96@gmail.com


Thank you!

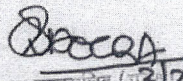
DE-2750
24.05.23

Signature
7/6/23
विशेष कार्य अधिकारी परीक्षा
O.S.D. Examinations
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007


Signature
अधिष्ठाता (परीक्षा)
Dean (Examinations)
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

Signature
संयुक्त कुलसचिव (परीक्षा)
Joint Registrar (Exam)
दिल्ली विश्वविद्यालय/University of Delhi
दिल्ली-110007 / Delhi-110007

UNIC SOFTWARE TECHNOLOGY PVT LTD 5, IIND FLOOR, SANT NAGAR, EAST OF KAILASH, NEW DELHI DELHI, 110065 Phone: + 46571472 Mobile: +9312364889 Email: unic96@gmail.com GSTIN: 07AAACU2810M1ZD PAN: AAACU2810M		TAX INVOICE/INVOICE DATE 22-06-2023 INVOICE # NO. 2023-2024/006 CUSTOMER ID DUE DATE																																													
<i>EDP Cell</i> <i>Aditya Anon</i> <i>23/6/23</i>																																															
BILL TO The Deen Examinations North Campus, University of Delhi State: Delhi GSTIN: 07AAAAGU0114N3Z8 Reference: GEN-II/118/2019-2020/10(A) Outsourcing-Exam/1633-36																																															
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">DESCRIPTION OF GOODS/ SERVICES</th> <th style="text-align: center;">Rate</th> <th style="text-align: center;">SAC/ HSN Code</th> <th style="text-align: right;">AMOUNT</th> </tr> </thead> <tbody> <tr> <td>Post Examination Result Processing Nov/Dev-2022. CBCS UG 58L Candidates Details Attached. 216922</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Candidates=216922</td> <td>Rs. 2.17/-Per Candidate</td> <td>00440452</td> <td style="text-align: right;">470,720.74</td> </tr> <tr> <td>Candidates Details Enclosed</td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> </tr> <tr> <td>CGST @9%</td> <td></td> <td></td> <td style="text-align: right;">35,902.43</td> </tr> <tr> <td>SGST @9%</td> <td></td> <td></td> <td style="text-align: right;">35,902.43</td> </tr> <tr> <td>IGST</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td style="text-align: right;">470,720.74</td> </tr> </tbody> </table>				DESCRIPTION OF GOODS/ SERVICES	Rate	SAC/ HSN Code	AMOUNT	Post Examination Result Processing Nov/Dev-2022. CBCS UG 58L Candidates Details Attached. 216922				Total Candidates=216922	Rs. 2.17/-Per Candidate	00440452	470,720.74	Candidates Details Enclosed																CGST @9%			35,902.43	SGST @9%			35,902.43	IGST				Total			470,720.74
DESCRIPTION OF GOODS/ SERVICES	Rate	SAC/ HSN Code	AMOUNT																																												
Post Examination Result Processing Nov/Dev-2022. CBCS UG 58L Candidates Details Attached. 216922																																															
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CGST @9%			35,902.43																																												
SGST @9%			35,902.43																																												
IGST																																															
Total			470,720.74																																												
Total Invoice value (in words) Rs. 470,721 Four Lac Seventy Thousand Seven Hundred Twenty One Only.																																															
PAYMENT ADVICE: 1. All Electronic transfers may be made to the account of: Bank Name : HDFC BANK, Laxmi Nagar, Vikas Marg Delhi IFSC Code : HDFC0000120 Account No. : 50200044774355 Company Name : Unic Software Technology (P) Ltd.		For Unic Software Technology Pvt. Ltd  <i>Aditya Anon</i> Authorised Signatory																																													
If you have any queries about this invoice, please contact unic96@gmail.com Thank you!																																															


 संयुक्त कुलसचिव (अध्यक्ष)
 Joint Registrar (Exam)
 दिल्ली विश्वविद्यालय/University of Delhi
 दिल्ली-110007/Delhi-110007

Aditya Anon
31/7/23
 The Deen Examinations
 North Campus
 University of Delhi
 दिल्ली-110007/Delhi-110007


 संयुक्त कुलसचिव (अध्यक्ष)
 Joint Registrar (Exam)
 दिल्ली विश्वविद्यालय/University of Delhi
 दिल्ली-110007/Delhi-110007



KVR Infosys Pvt. Ltd.

W-29, Okhla Industrial Area, Phase-II, New Delhi - 110020
Phones : 26389736-38

☒ Original for Recipient
☐ Duplicate for Transporters
☐ Triplicate for Supplier

EDP cell
May 2021
9/3/2021

GSTN : 07AAACK4147R1Z3

TAX INVOICE

(Section 31 of GST Act-2017)

Invoice No. Tax/141/20-21
Date : 03.03.2021

Billed To Name The Dean Examination Address University of Delhi State New Delhi - 110007 State Code 07 GSTIN. : 07AAAGU0114N3Z8			Shipped To Name The Dean Examination Address University of Delhi State New Delhi - 110007 State Code 07 GSTN. : 07AAAGU0114N3Z8				
S.NO.	SAC/HSN CODE.	DESCRIPTION OF GOODS	QUANTITY	RATE		TOTAL AMOUNT	
				RS.	P.	RS.	P.
1	9989	Charges For Result Processing, as Mentioned in Tender A2.2 For Examination May-June 2020 (Regular-Main /Repeater /Ex-Students	276059 Students	1	75 Per Student	4,83,103	25
2	9989	Charges For Report Generation as Mentioned in Tender A2.3 For Examination May-June 2020 (Regular-Main /Repeater /Ex-Student	276059 Students	00	47 Per Student	129747	73
Sub Total						6,12,850	98
Vehicle NO:			Freight Insurance				
GRN NO:			Packing & Forwarding				
			Other				
C.S.D. Examinations University of Delhi New Delhi-110007 / Delhi-110007			Total before Tax				
			CGST@				
			SGST@9				
			IGST@				
Total Six Lakhs Twelve Thousand Eight Hundred Fifty One Only				Amount After Tax		6,12,851	

PAN No. : AAACK4147R
CIN NO: U74899DL1994PTC057880

KVR INFOSYS PVT. LTD.
W-29, Okhla Industrial Area
Phase-II, New Delhi-110020

For KVR Infosys Pvt Ltd.



Interest @ 18% will be charged on bills not paid within 30 days from the date of Invoice



KVR Infosys Pvt. Ltd.

W-29, Okhla Industrial Area, Phase-II, New Delhi - 110020

Phones : 26389736-38

☒ Original for Recipient
☐ Duplicate for Transporters
☐ Triplicate for Supplier

ART
EDP Cell
Sgtelz
AR (Result)
May 10/2021
7/6/2021

GSTN : 07AAACK4147R1Z3

TAX INVOICE

(Section 31 of GST Act-2017)

Invoice No. Tax/028/20-21
Date : 21.03.2021

Billed To Name The Dean Examination Address University of Delhi State New Delhi - 110007 State Code 07 GSTIN.: 07AAAGU0114N3Z8			Shipped To Name The Dean Examination Address University of Delhi State New Delhi - 110007 State Code 07 GSTN.: 07AAAGU0114N3Z8				
S.NO.	SAC/HSN CODE.	DESCRIPTION OF GOODS	QUANTITY	RATE		TOTAL AMOUNT	
				RS.	P.	RS.	P.
1	9989	Charges For Result Processing, as Mentioned in Tender A2.2 For Examination SOL (Annual) May-June 2020 (Regular-Main /Repeater /Ex-Students	433175 Students	1	75 Per Student	758056	25
2	9989	Charges For Report Generation as Mentioned in Tender A2.3 For Examination SOL (Annual) May-June 2020 (Regular-Main /Repeater /Ex-Student	433175 Students	00	47 Per Student	203592	25
Sub Total						961648	50
Vehicle NO:						Freight	
GRN NO:						Insurance	
						Packing & Forwarding	
						Other	
Total before Tax						9,61,649	
CGST@9							
SGST@9							
IGST@							
Total Nine Lakhs Sixty One Thousand Six Hundred Forty Nine						Amount After Tax	9,61,649

Vehicle NO:

GRN NO:

विद्यार्थी कार्य अधिकारी परीक्षा
O.S.D. Examinations
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली - 110007 / Delhi-110007

अध्यक्षा (परिक्षा)
Dean (Examinations)
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली - 110007 / Delhi-110007

Total Nine Lakhs Sixty One Thousand Six Hundred Forty Nine

For KVR Infosys Pvt Ltd.

PAN No. : AAACK4147R

CIN NO: U74899DL1994PTC057880

KVR INFOSYS PVT. LTD.

W-29, Okhla Industrial Area

Phase-II, New Delhi-110020

Interest @ 18% will be charged on bills not paid within 15 days from the date of Invoice



- ☒ Original for Recipient
☐ Duplicate for Transporters
☐ Triplicate for Supplier

KVR Infosys Pvt. Ltd.

W-29, Okhla Industrial Area, Phase-II, New Delhi - 110020
 Phones : 26389736-38

AR (Result)
 1/10/21

GSTN : 07AAACK4147R1Z3

TAX INVOICE

(Section 31 of GST Act-2017)

Invoice No. Tax/140/21-22
 Date : 24.09.2021

Billed To Name Address State State Code GSTIN.:		The Dean Examination University of Delhi New Delhi - 110007 07 07AAAGU0114N3Z8		Shipped To Name Address State State Code GSTIN.:		The Dean Examination University of Delhi New Delhi - 110007 07 07AAAGU0114N3Z8	
S.NO.	SAC/HSN CODE.	DESCRIPTION OF GOODS	QUANTITY	RATE		TOTAL AMOUNT	
				RS.	P.	RS.	P.
1	9989	Charges For Result Processing, as Mentioned in Tender A2.2 For Examination Nov-Dec 2020 (Regular-Main /Repeater /Ex-Students	244530 Students	1	75	427927	50
				Per Student			
2	9989	Charges For Report Generation as Mentioned in Tender A2.3 For Examination Nov-Dec 2020 (Regular-Main /Repeater /Ex-Student	244530 Students	00	47	114929	10
				Per Student			
Sub Total						542856	60
Freight							
Insurance							
Packing & Forwarding							
Other							
Total before Tax						542857	
CGST@9							
SGST@9							
IGST@							
Amount After Tax						542857	

Total Invoice Amount Forty Two Thousand Eight Hundred Fifty Seven

For KVR Infosys Pvt Ltd.

PAN No. : AAACK4147R

CIN NO: U74899DL1994PTC057880

KVR INFOSYS PVT. LTD.
 W-29, Okhla Industrial Area
 Phase-II, New Delhi-110020

Interest @ 18% will be charged on bills not paid within 30 days from the date of Invoice





KVR Infosys Pvt. Ltd.

W-29, Okhla Industrial Area, Phase-II, New Delhi - 110020

Phones : 26389736-38

- ☒ Original for Recipient
☐ Duplicate for Transporters
☐ Triplicate for Supplier


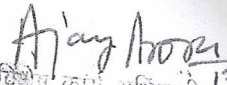
GSTN : 07AAACK4147R1Z3

TAX INVOICE

(Section 31 of GST Act-2017)

Invoice No. Tax/184/21-22

Date : 15.11.2021

Billed To Name The Dean Examination Address University of Delhi State New Delhi - 110007 State Code 07 GSTIN.: 07AAAGU0114N3Z8			Shipped To Name The Dean Examination Address University of Delhi State New Delhi - 110007 State Code 07 GSTN.: 07AAAGU0114N3Z8				
S.NO.	SAC/HSN CODE.	DESCRIPTION OF GOODS	QUANTITY	RATE		TOTAL AMOUNT	
				RS.	P.	RS.	P.
1	9989	Charges For Result Processing, as Mentioned in Tender A2.2 For PG, NCW and SOL Semester Examinations Nov-Dec 2020 (Regular-Main /Repeater /Ex-Students	263573 Students	1	75 Per Student	461252	75
2	9989	Charges For Report Generation as Mentioned in Tender A2.3 For PG, NCW and SOL Semester Examinations Nov-Dec 2020 (Regular-Main /Repeater /Ex-Student	263573 Students	00	47 Per Student	123879	31
Sub Total						585132	06
Vehicle NO:  GRN NO:  अभिषेक (परीक्षा) Dean (Examinations) विश्वविद्यालय University of Delhi New Delhi - 110007						Freight Insurance Packing & Forwarding Other	
Total before Tax						585132	
CGST@9 SGST@ 9 IGST@							
Total Five Lakhs Eighty Five Thousand One Hundred Thirty Two						Amount After Tax	585132

For KVR Infosys Pvt Ltd.

PAN No. : AAACK4147R

CIN NO: U74899DL1994PTC057880

KVR INFOSYS PVT. LTD.

W-29, Okhla Industrial Area

Phase-II, New Delhi-110020

Interest @ 18% will be charged on bills not paid within 30 days from the date of Invoice



may file - be sent to S.O. EDP cell
for verification

S.O. EDP cell
Original for Recipient
Duplicate for Transporters
Triplicate for Supplier

KVR Infosys Pvt. Ltd.

W-29, Okhla Industrial Area, Phase-II, New Delhi - 110020
Phones : 26389736-38

GSTN : 07AAACK4147R1Z3

TAX INVOICE
(Section 31 of GST Act-2017)

Invoice No. Tax/228/21-22
Date : 28.12.2021

Billed To			Shipped To				
Name The Dean Examination			Name The Dean Examination				
Address University of Delhi			Address University of Delhi				
State New Delhi - 110007			State New Delhi - 110007				
State Code 07			State Code 07				
GSTIN.: 07AAAGU0114N3Z8			GSTN.: 07AAAGU0114N3Z8				
S.NO.	SAC/HSN CODE.	DESCRIPTION OF GOODS	QUANTITY	RATE		TOTAL AMOUNT	
				RS.	P.	RS.	P.
1	9989	Charges For Result Processing, as Mentioned in Tender A2.2 For UG SOL Annual and UG SOL (CBCS) Semester Examinations May-June 2021	464899 Students	1 75 Per Student	813573	25	
2	9989	Charges For Report Generation as Mentioned in Tender A2.3 For UG SOL Annual and UG SOL (CBCS) Semester Examinations May-June 2021	464899 Students	00 47 Per Student	218502	53	
Sub Total					10,32,075	78	
Vehicle NO:					Freight		
GRN NO:					Insurance		
					Packing & Forwarding		
					Other		
O.S.D. Examinations					Total before Tax	1032076	
दिल्ली विश्वविद्यालय					CGST@9		
University of Delhi					SGST@9		
दिल्ली-110007 / Delhi-110007					IGST@		
Total Ten Lakhs Thirty Two Thousand Seventy Six					Amount After Tax	10,32,076	

PAN No. : AAACK4147R
CIN NO: U74899DL1994PTC057880

KVR INFOSYS PVT. LTD.
W-29, Okhla Industrial Area
Phase-II, New Delhi-110020

For KVR Infosys Pvt Ltd.



Interest @ 18% will be charged on bills not paid within 30 days from the date of Invoice

TR No
11
18/11/22

DE-139
07-01-2022

TR EDP-61
31-01-22

SOLE Exam: SOL
AK (Res) with
Ayay Anon
7/1/22

KVR
INFOSYS



KVR Infosys Pvt. Ltd.

W-29, Okhla Industrial Area, Phase-II, New Delhi- 110020

Phones : 26389736-38

- ☒ Original for Recipient
☐ Duplicate for Transporters
☐ Triplicate for Supplier

So/Results/AR (Result)
14.3.22
11/3/22

GSTN : 07AAACK4147R1Z3

TAX INVOICE
(Section 31 of GST Act-2017)

Invoice No. Tax/287/21-22

Date : 04.03.2022

Billed To Name The Dean Examination Address University of Delhi State New Delhi - 110007 State Code 07 GSTIN.: 07AAAGU0114N3Z8			Shipped To Name The Dean Examination Address University of Delhi State New Delhi - 110007 State Code 07 GSTN.: 07AAAGU0114N3Z8				
S.NO.	SAC/HSN CODE.	DESCRIPTION OF GOODS	QUANTITY	RATE		TOTAL AMOUNT	
				RS.	P.	RS.	P.
1	9989	Charges For Result Processing, as Mentioned in Tender A2.2 For UG and PG Annual (CBCS) Semester Examinations May-June 2021	293020 Students	1	75	512785	00
2	9989	Charges For Report Generation as Mentioned in Tender A2.3 For UG and PG Annual (CBCS) Semester Examinations May-June 2021	293020 Students	00	47	137719	40
Sub Total						650504	40
Vehicle NO:			Freight Insurance				
GRN NO:			Packing & Forwarding				
			Other				
Total before Tax						650504	
Bank A/C : 0348261095029, Canara Bank			CGST@ 9				
Bank Address: Okhla Ind. Estate, New Delhi- 110020			SGST@ 9				
Bank IFSC : CNRB0000348			IGST@				
Total Six Lakhs Fifty Thousand Five Hundred Four Only				Amount After Tax		650504	

PAN No. : AAACK4147R

CIN NO: U74899DL1994PTC057880

For KVR Infosys Pvt. Ltd.



Interest @ 18% will be charged on bills not paid within 30 days from the date of Invoice

KVR INFOSYS PVT. LTD.
W-29, Okhla Industrial Area
Phase-II, New Delhi-110020

संयुक्त कुलसचिव (परीक्षा)
Joint Registrar (Exams)
विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007



KVR Infosys Pvt. Ltd. EDP

W-29, Okhla Industrial Area, Phase-II, New Delhi - 110020

Phones : 26389736-38

- ☒ Original for Recipient
☐ Duplicate for Transporters
☐ Triplicate for Supplier

ARC (Result)

13/9/22

GSTN : 07AAACK4147R1Z3

TAX INVOICE

(Section 31 of GST Act-2017)

Invoice No. Tax/ 223 /22-23

Date : 09.09.2022

Billed To Name Address State State Code GSTIN. :		The Dean Examination University of Delhi New Delhi - 110007 07 07AAAGU0114N3Z8		Shipped To Name Address State State Code GSTN. :		The Dean Examination University of Delhi New Delhi - 110007 07 07AAAGU0114N3Z8	
S.NO.	SAC/HSN CODE.	DESCRIPTION OF GOODS	QUANTITY	RATE		TOTAL AMOUNT	
				RS.	P.	RS.	P.
1	9989	Charges For Result Processing, as Mentioned in Tender A2.2 For UG Regular & SOL (CBCS) Semester 3rd & 5th & 7th & 9th Examinations Nov-Dec 2021	365411 Students	1	75	6,39,469	25
					Per Student		
2	9989	Charges For Report Generation as Mentioned in Tender A2.3 For UG Regular & SOL (CBCS) Semester 3rd & 5th & 7th & 9th Examination Nov-Dec 2021	365411 Students	00	47	1,71,743	17
					Per Student		
Sub Total						811212	42
Vehicle NO:		अधिष्ठाता (परीक्षा) Dean (Examinations) दिल्ली विश्वविद्यालय University of Delhi दिल्ली-110007 / Delhi-110007		Freight Insurance Stacking & Forwarding Other			
GRN NO:		Total before Tax		8,11,212			
Bank A/C :		0348261095029, Canara Bank		CGST@ 9			
Bank Address:		Okhla Ind. Estate, New Delhi- 110020		SGST@ 9			
Bank IFSC :		CNRB0000348		IGST@			
Total Eight Lakhs Eleven Thousand Two Hundred Twelve Only				Amount After Tax		8,11,212	

For KVR Infosys Pvt Ltd.

PAN No. : AAACK4147R

CIN NO: U74899DL1994PTC057880

Interest @ 18% will be charged on bills not paid within 30 days from the date of Invoice

KVR INFOSYS PVT. LTD.
W-29, Okhla Industrial Area
Phase-II, New Delhi-110020



संयुक्त कुलसचिव (परीक्षा)
Joint Registrar (Exam)
दिल्ली विश्वविद्यालय/University of Delhi
दिल्ली-110007/Delhi-110007



KVR Infosys Pvt. Ltd.

W-29, Okhla Industrial Area, Phase-II, New Delhi - 110020
Phones : 26389736-38

☒ Original for Recipient
☐ Duplicate for Transporters
☐ Triplicate for Supplier

EDP

14/12/22

GSTIN : 07AAACK4147R1Z3

TAX INVOICE

(Section 31 of GST Act-2017)

Invoice No. Tax/213/22-23
Date : 07.12.2022

Billed To Name Address State State Code GSTIN :	The Dean Examination University of Delhi New Delhi - 110007 07 07AAAGU0114N3Z8	Shipped To Name Address State State Code GSTIN :	The Dean Examination University of Delhi New Delhi - 110007 07 07AAAGU0114N3Z8
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S.NO.	SAC/HSN CODE.	DESCRIPTION OF GOODS	QUANTITY	RATE		TOTAL AMOUNT	
				RS.	P.	RS.	P.
1	9989	Charges For Result Processing, as Mentioned in Tender A2.2 For UG/PG Regular-SEM1,NCWEB,SEM1,SEM3 & SEM5 AND SOL-SEM1 Examination (Nov-Dec 2021)	307092	1	75	537411	
		Students			Per Student		
2	9989	Charges For Reports Generation as Mentioned in Tender A2.3 For UG/PG Regular-SEM1,NCWEB,SEM1,SEM3 & SEM5 AND SOL-SEM1 Examination (Nov-Dec 2021)	307092	00	47	144333	24
		Students			Per Student		

Total : Six Lakhs Eighty One Thousand Seven Hundred Fourty Four

Sub Total 681744 24

Vehicle NO:	विशेष कार्य अधिकारी परीक्षा	अभिज्ञता (परीक्षा)	Freight	681744	
GRN NO:	O.S.D. Examinations	Dean (Exam)	Insurance		
	दिल्ली विश्वविद्यालय	दिल्ली विश्वविद्यालय	Packing & Forwarding		
	University of Delhi	University of Delhi	Other		
	दिल्ली-110007	दिल्ली-110007 / Delhi	Total Before Tax		

Bank A/C : 0348261095029, Canara Bank

Bank Address: Okhla Ind. Estate, New Delhi- 110020

Bank IFSC : CNRB0000348

CGST@ 9% 51997 44

SGST@ 9% 51997 44

IGST@

Total Six Lakhs Eighty One Thousand Seven Hundred Fourty Four Amount After Tax 681744

For KVR Infosys Pvt Ltd.

PAN No. : AAACK4147R

CIN NO: U74899DL1994PTC057880

KVR INFOSYS PVT. LTD.

W-29, Okhla Industrial Area
Phase-II, New Delhi- 110020

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संयुक्त कुलपति (परीक्षा)
Joint Registrar (Exam)
दिल्ली विश्वविद्यालय/University of Delhi
दिल्ली-110007/Delhi-110007



KVR Infosys Pvt. Ltd.

W-29, Okhla Industrial Area, Phase-II, New Delhi - 110020
Phones : 26389736-38

☒ Original for Recipient
☐ Duplicate for Transporters
☐ Triplicate for Supplier

EDP

Handwritten signature

GSTN : 07AAACK4147R1Z3

TAX INVOICE

(Section 31 of GST Act-2017)

Invoice No. Tax/359/22-23
Date : 26.12.2022

Billed To	The Dean Examination	Shipped To	The Dean Examination
Name	University of Delhi	Name	University of Delhi
Address	New Delhi - 110007	Address	New Delhi - 110007
State	07	State	07
State Code	07AAAGU0114N3Z8	State Code	07AAAGU0114N3Z8
GSTIN.:		GSTIN.:	

S.NO.	SAC/HSN CODE.	DESCRIPTION OF GOODS	QUANTITY	RATE		TOTAL AMOUNT	
				RS.	P.	RS.	P.
1	9989	Charges For Result Processing, as Mentioned in Tender A2.2 For SOL MJ2022/AUG2022 & Left Over MJ-2021 And ND-2021	416864	1	75	729512	
		Students			Per Student		
2	9989	Charges For Reports Generation as Mentioned in Tender A2.3 For SOL MJ2022/AUG2022 & Left Over MJ-2021 And ND-2021	416864	00	47	195926	08
		Students			Per Student		

Sub Total 925438 08

Freight 925438

Insurance

Packing & Forwarding

Other

Total before Tax

Vehicle NO: विशेष कार्य अधिकारी परीक्षा
O.S.D. Examinations
दिल्ली विश्वविद्यालय
GRN NO: University of Delhi
दिल्ली-110007 / Delhi-110007

अधिष्ठाता (परीक्षा)
Dean (Examinations)
दिल्ली विश्वविद्यालय
University of Delhi
दिल्ली-110007 / Delhi-110007

Bank A/C : 0348261095029, Canara Bank
Bank Address: Okhla Ind. Estate, New Delhi- 110020
Bank IFSC : CNRB0000348

CGST@ 70584 26
SGST@ 70584 26
IGST@

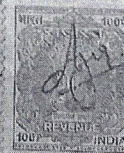
Total Lakhs Twenty Five Thousand Four Hundred Thirty Eight Only Amount After Tax 925438

For KVR Infosys Pvt Ltd.

PAN No. : AAACK4147R
CIN NO: U74399DL1994PTC057880

KVR INFOSYS PVT. LTD.

Interest @ 18% will be charged on bills not paid within 30 days from the date of Invoice



संयुक्त कुलसचिव (परीक्षा)
Joint Registrar (Exam)
दिल्ली विश्वविद्यालय/University of Delhi
दिल्ली-110007/Delhi-110007



KVR Infosys Pvt. Ltd.

W-29, Okhla Industrial Area, Phase-II, New Delhi - 110020
Phones : 26389736-38

☒ Original for Recipient
☐ Duplicate for Transporters
☐ Triplicate for Supplier

EDP(IA)
Aiyam
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GSTN : 07AAACK4147R1Z3

TAX INVOICE

(Section 31 of GST Act-2017)

Invoice No. Tax/454/22-23
Date : 10.03.2023

Billed To		The Dean Examination		Shipped To		The Dean Examination	
Name		University of Delhi		Name		University of Delhi	
Address		New Delhi - 110007		Address		New Delhi - 110007	
State		07		State		07 -	
State Code		07AAAGU0114N3Z8		State Code		07AAAGU0114N3Z8	
GSTIN. :				GSTIN. :			
S.NO.	SAC/HSN CODE.	DESCRIPTION OF GOODS	QUANTITY	RATE		TOTAL AMOUNT	
				RS.	P.	RS.	P.
1	9989	Charges For Result Processing, as Mentioned in Tender A2.2 For UG/PG Regular May-June-2022	286805 Students	1	75	501908	75
					Per Student		
2	9989	Charges For Reports Generation as Mentioned in Tender A2.3 For UG/PG Regular May-June 2022	286805 Students	00	47	134798	35
					Per Student		
3	9989	Charges For Data Entry as Mentioned in Tender A2.3 For UG/PG Regular May-June 2022	47842 Students	00	06	2870	52
					Per Student		
Sub Total						639577	62
Freight						639578	
Insurance							
Packing & Forwarding							
Other							
Total before Tax							
Bank A/C : 0348261095029, Canara Bank				CGST@		48781	34
Bank Address: Okhla Ind. Estate, New Delhi- 110020				SGST@		48781	34
Bank IFSC : CNRB0000348				IGST@			
Total						639578	

PAN No. : AAACK4147R

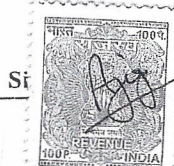
CIN NO: U74899DL1995PTC057880

KVR INFOSYS PVT. LTD.

W-29, Okhla Industrial Area
Phase-II, New Delhi-110020

Interest @ 18% will be charged on bills not paid within 30 days from the date of Invoice

For KVR Infosys Pvt Ltd.





KVR Infosys Pvt. Ltd.

W-29, Okhla Industrial Area, Phase-II, New Delhi - 110020
Phones : 26389736-38

☒ Original for Recipient
☐ Duplicate for Transporters
☐ Triplicate for Supplier

GSTN : 07AAACK4147R1Z3

TAX INVOICE

(Section 31 of GST Act-2017)

Invoice No. Tax/68/23-24 25/5/23
Date : 24.05.2023

Billed To Name Address State State Code GSTIN.:			The Dean Examination University of Delhi New Delhi - 110007 07 07AAAGU0114N3Z8			Shipped To Name Address State State Code GSTN.:			The Dean Examination University of Delhi New Delhi - 110007 07 07AAAGU0114N3Z8		
S.NO.	SAC/HSN CODE.	DESCRIPTION OF GOODS	QUANTITY	RATE		TOTAL AMOUNT					
				RS.	P.	RS.	P.				
1	9989	Charges For Result Processing, as Mentioned in Tender A2.2 For UG/PG Regular NOV-DEC-2022	197731 Students	1	75	346029	25				
					Per Student						
2	9989	Charges For Reports Generation as Mentioned in Tender A2.3 For UG/PG Regular NOV-DEC 2022	197731 Students	00	47	92933	57				
			Per Student								
3	9989	Charges For Data Entry as Mentioned in Tender A2.1 For UG/PG Regular NOV-DEC 2022	42137 Students	00	06	2528	22				
			Per Student								
Sub Total						4,41,491	04				
Freight Insurance						4,41,491					
Packing & Forwarding											
Other											
Total before Tax											
Bank A/C : 0348261095029, Canara Bank						CGST@	33673	45			
Bank Address: Okhla Ind. Estate, New Delhi- 110020						SGST@	33673	45			
Bank IFSC : CNRB0000348						IGST@					
Total Four Lakhs Fourty One Thousand Four Hundred Ninty One Only						Amount After Tax	4,41,491	04			

PAN No. : AAACK4147R

CIN NO: U74899DL1994PTC057880

For KVR Infosys Pvt Ltd.

Interest @ 18% will be charged on bills not paid within 30 days from the date of Invoice

KVR INFOSYS PVT. LTD.
W-29, Okhla Industrial Area
Phase-II, New Delhi-110020



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दिवाली
9/10



KVR Infosys Pvt. Ltd.

W-29, Okhla Industrial Area, Phase-II, New Delhi - 110020

Phones : 26389736-38

- ☒ Original for Recipient
☐ Duplicate for Transporters
☐ Triplicate for Supplier

GSTN : 07AAACK4147R1Z3

TAX INVOICE
(Section 31 of GST Act-2017)

Invoice No. Tax/101/23-24
Date : 23.06.2023

Billed To Name Address State State Code GSTIN. :		The Dean Examination University of Delhi New Delhi - 110007 07 07AAAGU0114N3Z8		Shipped To Name Address State State Code GSTN. :		The Dean Examination University of Delhi New Delhi - 110007 07 07AAAGU0114N3Z8	
S.NO.	SAC/HSN CODE.	DESCRIPTION OF GOODS	QUANTITY	RATE		TOTAL AMOUNT	
				RS.	P.	RS.	P.
1	9989	Charges For Result Processing, as Mentioned in Tender A2.2 For UG NOV-DEC-2022 (SOL (SEM3 & SEM 5TH))	216922 Students	1	75	379613	50
				Per Student			
2	9989	Charges For Reports Generation as Mentioned in Tender A2.3 For UG NOV-DEC 2022 (SOL (SEM3 & SEM5))	216922 Students	00	47	101953	34
				Per Student			
Sub Total						4,81,566	84
Freight Insurance Packing & Forwarding Other						4,81,567	
Total before Tax							
Bank A/C : 0348261095029, Canara Bank				CGST@ 9	36729	67	
Bank Address: Okhla Ind. Estate, New Delhi- 110020				SGST@ 9	36729	67	
Bank IFSC : CNRB0000348				IGST@			
Total Amount After Tax						4,81,567	

PAN No. AAACK4147R
CIN NO. U14890DL1994PTC057880

For KVR Infosys Pvt Ltd.

Interest @ 18% will be charged on bills not paid within 30 days from the date of Invoice

KVR INFOSYS PVT. LTD.
W-29, Okhla Industrial Area,
Phase-II, New Delhi-110020

