



SHORT TENDER CALL NOTICE NO. 1 / 2011-SSB
STATE SELECTION BOARD, ODISHA POLICE, CUTTACK.

Sealed tenders are invited for automation in recruitment of constables in Odisha Police, like the use of RFID for time measurement of runners, Biometric Authentication, CCTV coverage and OMR pattern written examination. The jobs required are as follows:

Sl. No.	Name of the item	No. of persons/Venues
1	Use of RFID Technology for time measurement of running events in Police recruitment (1.6 KMs).	For approximately 25000 candidates at 12 venues.
2.	Use of Biometric authentication and dates.	For approximately 15000 candidates at 29 venues
3.	Printing and evaluation of OMR pattern written examination.	10,000-15,000 approximately.
4.	CCTV coverage.	05 cameras each at 29 venues

The Tender Document may be obtained on payment of Rs.1,000/- between 11 AM to 4 PM on each working day from the Office of the undersigned at the address given below. Tender document can also be obtained by sending a self stamped (Rs.75.00) envelop of size not less than 35cm x 25cm along with a demand draft of Rs. 1,000/- payable at Cuttack drawn in favour of the Chairman, State Selection Board, Odisha Police, Cuttack. Details of the documents / specification and requirements may also be down loaded from the website of BPSPA i.e. www.bpspaorissa.gov.in and sent along with a D.D. of Rs 1,000/- payable at Cuttack in favour of Chairman, State Recruitment Board, Odisha Police, Cuttack.

Bids submitted otherwise than the manner prescribed in the Tender document shall be rejected.

Tender Calling authority has right to accept or reject the tender (s) without assigning any reason thereof.

1. **Date of commencement of sale of Tender Document - 02-04-2011**
(Between 10 AM to 5 PM on working days)
2. **Last date of sale of Tender documents - 16-04-2011**
3. **Last date of receipt of Tender documents - 16-04-2011 (4 P.M.)**
4. **Date of opening of the Tender documents - 16-04-2011 (5 P.M.)**
5. **Address: -**

(Chairman),
State Selection Board,
R.P. Lines, Buxi-Bazar,
Cuttack – 753001.

S.P.M.T.,
(MEMBER-CONVENER)
STATE SELECTION BOARD,
ODISHA POLICE, CUTTACK – 753001
(SEAL & SIGNATURE)

GENERAL BID FORM
SHORT TENDER CALL NOTICE NO. 1 / 2011-SSB

1. Name :
 Full Address
 Telephone No. / FAX No.
 E-Mail of the Vendor
2. Legal status of the Vendor :
3. Items for which you have submitted the bid :
4. Give the location and Address of your Office. :
5. Have you enclosed the EMD ? If yes, mention the amount and its identifying details. :
6. Have you enclosed all the documents and Papers called for in this tender document ? kindly enclose a list. (Use a separate sheet of paper) :
7. If the answer to (6) above is 'No', which of the documents / papers called for in the tender document have not been enclosed. (Kindly enclose a list of such documents/papers) (Use a separate sheet of paper if necessary) :
8. Do you have local office in Odisha? Or where do you propose to open such office temporarily. Give name, Full Address, Tel. No. etc. :

**SEAL & SIGNATURE
 OF THE BIDDER.**


**SIGNATURE AND SEAL OF THE
 TENDER CALLING AUTHORITY.**

TECHNICAL BID FORMAT**SHORT TENDER CALL NOTICE NO. 1 / 2011-SSB**

SL. NO.	NAME OF THE ITEM	WHETHER OFFERED PRODUCT FULFILLS THE DETAILED TECHNICAL SPECIFICATION KINDLY ANSWER 'YES' OR 'NO' ONLY	OFFERED SPECIFICATION & DETAILS IF DEVIATIONS, IF ANY.
1	2	3	4

SIGNATURE & SEAL OF BIDDER

FINANCIAL BID FORMAT**SHORT TENDER CALL NOTICE NO. 1 / 2011-SSB****Name of the item**

1. Price including all the duties and levies :
(Separate item wise price may be given,
per venue, per candidate wise for
(a) RFID for 12 venues.
(b) Use of CCTV at 29 venues
@ 5 cameras at each venue.

(c) Candidate wise for use of
Biometric Authentication.
(d) Printing and evaluation of
carbonless OMR Answer sheet.
2. Service tax, if any :
3. Odisha VAT Regd. No. :
4. Other charges (to be specified) :
5. Total amount payable for providing of
Service as mentioned in tender document :
(Separately for each item)
6. Terms of payment :
(Note: Separate sheet may be attached
See the Special Condition of the Contract
for details.)

SIGNATURE & SEAL OF BIDDER

SHORT TENDER CALL NOTICE NO. 1 / 2011-SSB**SPECIAL CONDITION OF THE CONTRACT:**

1. The Special Conditions given here shall prevail over the General Conditions.
2. **E.M.D.:** - The tender document shall accompany with an Earnest Money Deposit (EMD) noted in the Sl. 4 below without which the tender shall be rejected. The earnest money deposit instrument should be available outside the sealed covers of “Technical” and “Financial” bids.
3. **Scope of Work:** - Sealed bids in this tender document have been invited for the supply of the services listed below.

SL. NO	Description of Services with	Number	Technical Specification	EMD
1)	2)	3)	4)	5)
1	Use of RFID Technology for time measurement of Running events in Police Recruitment (1.6 km)	For 25000 candidates at 12 venues	Noted in paragraphs below with appropriate headings	Rs.50,000/-
2	Use of Biometric Authentication of candidates	For 15000 candidates at 29 venues	-do-	
3	Printing of carbonless OMR answer sheets and evaluation	For 10000-15000 candidates	-do-	
4	CCTV Coverage	At all 29 recruitment venues @ 5 cameras at each venue	-do-	

4. Technical Specification :

- 4.1 **RFID Technology :** Eligible candidates participating in the 1.6 Km run are required to be issued with RFID Tag. The detail would be entered into the candidates database. The timing recording system should have a backup at START and FINISH lines. The corresponding system i.e. RFID Tag Readers should function in synchronised manner i.e. the main at START line with the main at FINISH line for recording the timing and arriving at the NET timings of the candidates. The facility will be made available by the Vendor at 12 locations. The Vendors will fix two digital clock, displays to enable the candidates to see the timing while they are running for the test.
- 4.2 While arriving at the results of the candidates, the time recorded by the main system, the time recorded by the back-up system should be taken into account.

- 4.3** The Vendor would be required to submit daily report in hard and soft copy to the Board regarding number of candidates appeared, timing of each candidates etc. as per the format provided by the Recruitment Board.
- 4.4 Biometric Authentication:** The Vendor would be required to record finger print and photograph of qualified candidates in the database. The finger imprint capturing device should be hand held and capable of holding candidate's data and photograph which can be displayed upon keying candidate id. It should have a well defined buffer device management system to ensure adequate back-up in the wake of any contingency. The Device should have camera with in-build flash for the purpose of capturing photos. The Device should have possessed battery back-up.
- 4.5** The Vendor at all the 29 venues will engage his staff to capture the finger print and photograph of all selected candidates. This data should be available to authenticate the candidates on the day of examination.
- 4.6 Printing and evaluation of carbonless OMR Pattern of written examination.**
The Vendor is required to print the answer sheets for carbonless OMR Pattern of written examination. The candidates are required to carry the carbonless copy of the OMR answer sheet after the examination is over. The answer sheet shall be so designed to accommodate four random samples of question papers. After the examination the answer sheet shall be scanned for evaluation by the Vendor. Both hard and soft copies of the mark sheets, district wise, shall be provided by the Vendor. The Vendor is only required to supply and collect answer sheet at a centralised location. The question papers shall be set and printed by the Board.
- 4.7 CCTV Coverage:**
The activities going on at the testing centre are to be video graphed by placing video / CCTV cameras at all the 29 centres. The requirement of video / CCTV cameras will be minimum 5 numbers at each venue Adequate number of Display monitor shall be placed in the control room to enable the District Board to monitor the entire activity. The camera, if required, may be reinstalled at another location to record an event on the request of the District Board.
- 4.8** The recording shall be stored in separate folders at periodical interval of every 30 mins. for easy search and retrieval.
- 4.9** A separate served shall be used for storing the recording of the Video / CCTV and one copy of the recording should be handed over to the District Board everyday.

4.10 Locations where CCTV needs to be installed.

- a. Physical Measurement Area - (2)
 b. Running event (Finishing Point) - (1)
 c. Rope Climbing - (1)
 d. High Jump / Long Jump venue - (1)

5. Location of the centres / Services to be provided.

Sl. No.	District	Vacancy position	Exam Location (Police Ground)	RFID (12 locations)	Biometric Authentication (29 locations)	CCTV Coverage (29 locations)
1.	UPD Bhubaneswar	407	Bhubaneswar	✓	✓	✓
2.	UPD Cuttack					
3.	Jagatsinghpur	86	Jagatsinghpur	✓	✓	✓
4.	Jajpur	76	Jajpur	✓	✓	✓
5.	Nayagarh	52	Nayagarh	---	✓	✓
6.	Kendrapara	74	Kendrapara	✓	✓	✓
7.	Puri	85	Puri	✓	✓	✓
8.	Khurda	22	Khurda	---	✓	✓
9.	Balasore	39	Balasore	---	✓	✓
10.	Bhadrak	16	Bhadrak	---	✓	✓
11.	Mayurbhanj	85	Mayurbhanj	✓	✓	✓
12.	Ganjam	44	Ganjam	---	✓	✓
13.	Berhampur	26	Berhampur	---	✓	✓
14.	Boudh	37	Boudh	---	✓	✓
15.	Kandhamal	55	Kandhamal	✓	✓	✓
16.	Angul	80	Angul	✓	✓	✓
17.	Dhenkanal	54	Dhenkanal	✓	✓	✓
18.	Deogarh	23	Deogarh	---	✓	✓
19.	Sambalpur	37	Sambalpur	---	✓	✓
20.	Baragarh	14	Baragarh	---	✓	✓
21.	Bolangir	84	Bolangir	✓	✓	✓
22.	Sonepur	17	Sonepur	---	✓	✓
23.	Koraput	36	Koraput	---	✓	✓
24.	Malkangiri	80	Malkangiri	---	✓	✓
25.	Rayagada	43	Rayagada	---	✓	✓
26.	Kalahandi	63	Kalahandi	---	✓	✓
27.	Nuapada	12	Nuapada	---	✓	✓
28.	Rourkela	98	Rourkela	✓	✓	✓
29.	Keonjhar	60	Keonjhar	✓	✓	✓
30.	GRP Cuttack.	20	Cuttack	---	✓	✓

6. The quantities of various items in the schedules for the work to be executed are only approximate and are for the guidance of the Vendor. They are likely to vary during execution of work.

6.1 The Vendor will give per candidate cost for biometric authentication and printing of OMR answer sheet / scanning. Payment will be made on the basis of actual appearance of candidates in different centres. As regards installation of CCTV (29 locations) and RFID technology of running events (12 locations), the Vendor will quote price, location wise.

6.2 While quoting the price as per candidate basis, the Vendor will quote the price as per the following slab.

Slab 1	-	Up-to 10,000 candidates
Slab 2	-	More than 10,000 & < than 15,000 candidates
Slab 3	-	More than 15,000 candidates

6.3 While quoting the price as per venue per candidate basis, the Vendor will quote the price as per the following slab.

Slab 1	-	Up-to 500 candidate per venue (min 12 locations)
Slab 2	-	501 to 1000 candidate per venue (-do-)
Slab 3	-	1001 to 1500 candidate per venue(-do-)
Slab 4	-	1501 to 2000 candidate per venue(-do-)
Slab 5	-	Above 2000 candidate per venue(-do-)

6.4 Should the Selection Board decide to introduce RFID at extra venues, the same slab shall be applicable.

6.5 Trial run must be successfully executed simultaneously in all the 12 locations and should be done 2 days before the start of the actual project date (23rd April, 2011)

7. The Vendor shall open a local office in Cuttack/Bhubaneswar for an approximate duration of 2 months during the recruitment process.

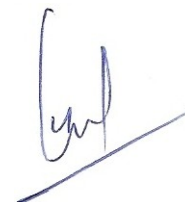
8. The Vendor should mobilise manpower, hardware, networking and integrated software at their own cost at all the designated venues. Accommodation for the operational stall at the venue and security will be provided by the Board.

9. **EVALUATION CRITERIA**

The Technical Committee constituted for the purpose shall evaluate the proposal submitted by the Vendors / firms. The criteria listed below shall be applied to evaluate the proposals. The Firms / Vendors securing 75% or more weightage shall be eligible for entering the next stage i.e. opening of the Financial Bid.

Sl. No.	Particulars	Weightage
1	Annual turnover of the firm – minimum 2 Crore for each of preceding 3 years.	10
2	Whether the firm has any experience in handling recruitment process for minimum 2 similar projects for other Police Forces or Para-military forces in India, each project having minimum 25,000 candidates.	30
3	Whether the firm has adequate infrastructure, resources, equipments for which it has offered it's bid. Please mention the number / quantity & brand (make).	30
4	Work plan, methodology and comprehensive solution.	30

- 9.1 The following documentary evidence should be provided alongwith the proposal for allotting marks based on the above evaluation criteria.
Contract/work/Engagement orders, indicating details of assignment, client, value of assignment, date of award etc.
Audited Accounts/Certificate from Auditors infrastructure and other details.
10. The working of the equipment shall also be demonstrated and the expenses incurred on demonstration shall be borne by the Vender.
11. Bidders intending to participate in the tender are required to submit Odisha VAT Clearance Certificate in Form No.612. When any bidder is selected from outside the State after observance of approved tender formalities, he may not submit VAT Clearance Certificate in form No. 612. However, before award of the contract, the said supplier from outside the State shall furnish an undertaking in form of an affidavit stating that they have no business in Odisha and have no liability under the Odisha VAT Act.
12. 100% of the payment will be made on delivery of services and successful completion of job.



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Vendors shall qualify to bid for this requirement, subject to the fulfilment of the following terms and conditions: -

1. The Registered Office of the Vendor should be in India.
2. The Vendors would be permitted to consortiums of joint ventures to execute the project. However the vendor shall have an unconditional accountability of the deliverables forming a part of this recruitment.
3. The Vendor and / or partners of the consortium or partnership, if any, should have the prior experience of using RFID equipment for measuring the timing of runners' simultaneously in 17 locations or more.
4. The Vendor and / or partners of the consortium or partnership, if any, should have prior experience within the previous two years of covering 25,000 candidates or more in a single event.
5. Additionally, the vendor and / or partners of the consortium or partnership, if any, should have prior experience of having successfully executed a minimum of two projects for the Police or Para-Military Forces, within the previous two years of covering 25,000 candidates or more in a single written test.
6. The Vendor and / or partners of the consortium or partnership, if any, should have prior experience of handling all the activities related to the recruitment of personnel, scrutiny of application forms, conduct of written test, evaluation or OMR answer sheets and preparation of result sheets and handling logistics & other related activities, if any.
7. The Vendor and / or partners of the consortium or partnership, if any, should also have the experience in the use of biometric technology for Recruitment / Written Examination for preventing impersonation, during a minimum of 2 similar written tests, held concurrently in multiple locations.
8. The Vendor and or any one partner of the consortium or partnership, if any, should have a turnover a minimum Rs. 2 crores or more during each of the two preceding financial years; a copy of duly attested author's certificate indicating the turnover details has to be enclosed along with the application.

9. The Vendor and / or partners of the consortium or partnership, if any, should have the capacity of organising a comprehensive and integrated activities across the State of Odisha, covering simultaneously all the locations as specified in the tender document.
10. The Vendor and / or partners of the consortium or partnership, if any, must be capable of organising the resources – manpower, hardware, networking and integrated software for assisting in the conduct of recruitment at all the specified locations in the state of Odisha within a period of two weeks.
11. The Vendor and / or partners of the consortium or partnership, if any, is required to undertake the execution of the project with Strict Confidentiality.
12. The attested / original Documents of work Completion Certificate issued by the authorities who have organised / conducted the recruitment events shall be enclosed in support of the claim.
13. The Tender Committee may at their discretion call for the original of the credentials for verification from the Tenderer or any clarification / confirmations on the contents of the documents submitted.
14. Interested Vendors may apply for the Tender as a sole contractor or in Joint Venture Partnership.
15. A Vendor may be an individual person, private entity, government-owned entity or any combination of them within a formal intent, in the form of MOU to enter in to an agreement or under an existing agreement in the form of a Joint Venture (JV). The Vendor must ensure the following:
 - In case of single entity – Submit Power of Attorney authorising the signatory of the Bid to commit the Tenderer.
 - In case of a Joint Venture Separate Identity / Name shall be given to the Joint Venture Firm. The Joint Venture shall not consist or more than three partners.
 - A member of Joint Venture shall not be permitted to participate either in individual capacity or as a member of another Joint Venture for the same Tender.
 - All the members of the Joint Venture shall individually certify / that they have not been black listed or debarred by any Ministry / Department of the Central Government of India / State Government from participation in tenders / contract in the past either in their individual capacity or the Joint Venture or partnership in which they were members / partners.

16. The first Stage of Evaluation consists of fulfilling the Eligibility Criteria and a successful demonstration of the proposed technology.
17. Only the Vendors who have given successful demonstration shall be considered eligible for consideration to the next stage, which is the Opening of Price bid.
18. **PROCESS TO BE CONFIDENTIAL** The nature of work is highly confidential and unique in nature. The methodology adopted; information processed in this work are to be maintained secret during the contract period and even after completion of work. The Tenderers / Contractors should not disclose or communicate any of the information dealt in this contract to any individual or any private or semi-government / government agency or sell it out any information / data dealt in this work for any other work / purpose of his own or his sister concern or to others under any circumstances during the period of contractor even after completion of the contract, without getting authorisation in writing from the Academy.
19. In the event of accident at the work site on account of vendors negligence or the negligence of his men, penalty as deemed fit shall be imposed on the vendor and recovered from his / their bills. The decision of the Ground in-charge in this regard shall be final and binding on the vendor. Any damages / compensation arising out of such incident shall be borne by the vender.
20. The tenders (also called bids), not submitted in prescribed format or in the prescribed manner, shall be rejected at the risk and responsibility of the bidder.
21. All the information as called for in the tender document should be submitted truly, clearly, legibly, transparently, unambiguously and without the use of abbreviations. It shall be submitted in English.
22. All the crucial figures, like rates and amount should be written in figures followed by words in a bracket.
23. There shall be no over-writing in the tender document and other papers submitted. All the additions, alterations, deletions and cuttings should be initialled with rubber stamp (or seal) by the same person who signs the tender document. Failing so, the tender may be rejected.
24. All the rates and amounts shall be quoted in Indian Rupees (IR) and shall be presumed to be Indian Rupees unless specifically permitted to be quoted otherwise in this tender document.
25. The rates quoted shall be valid for a period of six months counted from the last date of receipt of the bids or submission of tenders.

26. Each page of this tender document should be signed by the bidder with seal in token of having read, understood and accepted the terms and conditions of this contract.
27. For the Companies and Corporations making the bids, the tender document shall be signed by the Managing Director. If it is otherwise, the authority to sign the tender paper on behalf of the Company / Corporation shall be enclosed. In case of Partnership Firm, it shall be signed by the active Partner. In case of Proprietary Firm, the Tender document shall be signed by the Proprietor.
28. “Legal Status” of a bidder shall mean either proprietorship or partnership or private / public limited company or otherwise (to be specified) as the case may be. The bidder shall furnish an ink signed certificate of proprietorship along with the tender.
29. Bidder shall quote the latest model of the product and furnish a certificate to that effect.
30. The bidder may use separate sheet of paper, where the space provided in the format in this tender documents for submission of information is not sufficient. The separate piece of paper should be authenticated and page marked.
31. All the promotional and technical literature of the products intended to be supplied should be submitted for proper appreciation of the bid, whether or not, specifically called for in this Tender document. This literature should also be in English.
32. Submission of more than one competitive bid by the same firm in response to the Tender call Notice is prohibited. All such bids, except one, will be cancelled at the discretion of the authority calling the bids.
33. All the information submitted or supplied in the formats of this tender document shall be presumed to be true to the best of knowledge of the bidder.
34. The Sales Tax Clearance Certificate (STCC) and Income Tax Clearance Certificate (ITCC) shall at least be submitted for the 2nd preceding Financial Year with reference to the current financial year.
35. Earnest Money Deposit (EMD) if called for, shall either be in the form of Demand Draft / Banker’s Cheque of a Scheduled Bank payable at Cuttack or by pleading of NSC / FDR / Postal Savings Pass Book, all in favour of Chairman, State Selection Board, Odisha Police, Cuttack. EMD shall be returned immediately after the rejection of bid. The D.D. / Banker’s Cheque / NSC / FDR / Postal Savings Pass Book etc. shall be returned in original with or without reverse endorsement as required for the refund. EMD of the successful bidders shall be retained till the supplies are successfully delivered as ordered. After that, it shall be returned in the same manner as in the case of un-successful bidders.

36. This tender document has prescribed a two bid format for submitting the offers. It contains the “Technical” and “Financial” bid formats. Both the bids shall be submitted in separate sealed covers identified as “Technical” or “Financial” bid after detaching their formats from this tender document. Both the sealed covers, the remaining part of this Tender Document and all other papers / documents should be put inside a bigger sealed cover and shall be delivered as per conditions published in the tender call notice. All the sealed cover shall have boldly written with the name of supplier / bidder, the tender call notice number and the last date for submission.
37. The tenders or the bids can be sent by Regd. With A.D. Post or courier as well. However, the authorities shall not be responsible for the postal and other delays in receipt of bids.
38. If the last date for Submission of the Tender / bid turns out to be a holiday, it will automatically be extended to next working day.
39. The Tender Calling Authority shall make arrangements in his office for issuing a written acknowledgement, under proper seal and signature, of the filled –in tenders, provided those are submitted on or before the due date. The acknowledgement receipt shall be issued even if the tenders are required to be dropped in a sealed box. The acknowledgement receipt shall mention, among others, the tender call notice number.
40. A bid submitted can not be withdrawn. The bidder or his authorised representative (one person only) will be allowed to be present at the time of opening of tenders. They will not participate in the discussion. Clarifications sought, if any, may be provided by them.
41. All or any of the tenders (or bids) submitted can be rejected without assigning any reason thereof. No claim, whatsoever, shall be admissible for the alleged loss / damage suffered by the bidders on account of such rejections.
42. The “Technical” bids shall be opened and scrutinized only in those cases, where the bidders have been found to have fulfilled all the prescribed criteria and conditions of this tender document other than technical specification of the products.
43. The bidder must submit in a separate paper mentioning complied or not complied against each column of the Technical Specification given in the tender document.
44. “Financial bids” shall be opened only in those cases, where one or more of the offered product / services have fulfilled the prescribed technical evaluation criteria.

45. All the prices quoted shall be for Cuttack, Odisha which means that the prices shall include the cost of delivery at Cuttack, if nothing otherwise is mentioned in the Special conditions of contract.
46. Financial negotiations with firms other than the lowest bidder shall not be held without the prior approval of Government.
47. The order for supply may be placed on the successful bidder but the technical specification for the purpose of supply shall be those which were offered and accepted by the Technical Committee and not those specified in the tender documents.
48. All the transit risk shall be the responsibility of the supplier.
49. Terms and conditions of the tender documents can not be negotiated for variations without obtaining the prior approval of Government.
50. The authorities are not bound to accept the lowest financial bid.
51. Entire tender document duly filled in, shall be treated as part of the contract agreement for supplies in case of the successful bidders.
52. All the disputes shall be subject to jurisdiction of Civil Courts situated at Cuttack.

**SEAL & SIGNATURE
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