KRANTIGUTU SHYAMJI KRISHNA VERMA
KACHCHH UNIVERSITY
Mundra Road, Bhuj – Kachchh (Gujarat) 370001
web: www.kskvku.ac.in **Email :** coe@kskvku.ac.in

E-Tender Reference Number: KU/EXAM/SOQPDS/2026-2, Dated.14-08-2026

E-TENDER DOCUMENT FOR CONFIDENTIAL WORK OF UPLOADING OF QUESTION PAPERS BY FACULTY, PAPER SELECTION BY AUTHORITY AND DELIVER THROUGH E-MODE OF QUESTION PAPERS (SECURED ONLINE QUESTION PAPER DELIVERY SYSTEM (SOQPDS) TO ALL EXAMINATION CENTRES & PRE-EXAMINATION ACTIVITIES

Date of Invitation of Tender Document	
Tender Cost	Rs. 30,00,000/-
Tender Fee	Rs. 1770/-
Tender EMD / Security Deposit	Rs. 90,000/-
Last Date of Financial Bid Submission (Online)	Date : 29/08/2026
Last Date of Technical Bid Submission(Physical)	Date : 02/09/2026
Date of Opening of Technical Bid	Date : 03/09/2026
Place of Opening of Tenders	KSKVKU, Bhuj

- Intending **tenderers or** their authorized representatives will be at liberty to be present at the time of opening of Technical **bid / Commercial** bid.
- To **ensure secure**, seamless receiving of question papers and delivery **of the** question paper at **centre's**, the University wishes to implement **a** robust online **question** receiving and delivering system. Krantiguru Shyamji Krishna Verma Kachchh University invites **e-tenders** from reputed, experienced, **and** technically sound service **providers** for implementing the process of confidential work of uploading of question papers by faculty, paper selection by authority, and **delivery through e-mode** of question papers (**Secured Online Question Paper Delivery System** (SOQPDS)) **for** total examination centers from various affiliated institutes of Krantiguru Shyamji Krishna Verma Kachchh University for **Nov./Dec.** 2026 to **Mar./Apr.** 2029 **examinations**.
- Interested parties/firms who wish to participate in **the tender** can submit **the** filled-in tender in all **respects (EMD**, Tender Fee, and other essential documents for quoted service as per the schedule mentioned in this tender) to Registrar, KSKV Kachchh University, Mundra Road, **Bhuj-370001 by Speed Post / Reg. A. D. / Courier only**. The corresponding sealed envelope should be titled as "E-Tender For Confidential Work Of Uploading Of Question papers by faculty, Paper selection by authority and deliver through E-Mode of question papers (Secured online question paper delivery system(SOQPDS) Total examination centre's", and the bid must reach on or before the last **date and time** as per the schedule mentioned in this tender. Bids received or submitted after the specified last date **and time** of receipt will be rejected and no intimation will be sent in this regard. The Tender Fee is non-refundable, non-adjustable, and non-transferable, **while EMD** is refundable. Both should be payable through a Demand Draft on any Nationalized **Bank / Any** Scheduled Bank drawn in favor of **"The Registrar, KSKV Kachchh University"**.

Registrar

From:
Registrar,
Krantiguru Shyamji Krishna Verma Kachchh University,
Bhuj.
To:

Dear Sir/Madam,

The foundation stone was laid by **the** Hon'ble Chief Minister **of Gujarat State** for starting the construction work of **the** Kachchh University Campus on **Dt. 24/09/2004**. The construction work for the administrative blocks, four faculty blocks, library, computer building, guest house, **and boys' & girls' hostels**, with **estimated budget of 35 crores** funded by Gujarat State, is going on **the** campus. **Krantiguru** Shyamji Krishna Verma Kachchh University has started its administrative and academic **activities** at **the** new developing campus from **the academic year** 2007-08.

The University started with 10 colleges in 2004, **and currently has** 28 colleges with more than **15,000** students and nearly 200 teachers working in the faculties of Arts, Commerce, Science, Education, Law, **and** Technology including Engineering and Pharmacy. The University is providing higher education **on par** with any other university **in** the state and India. At present, approximately 50 **colleges** are affiliated with KSKVKU. The university will conduct examinations **from the Nov./Dec.** 2026 to **March/April** 2029 **examinations**.

In this context, KSKVKU is looking to outsource the "CONFIDENTIAL WORK OF UPLOADING OF QUESTION PAPERS BY FACULTY, PAPER SELECTION BY AUTHORITY, AND DELIVER THROUGH E-MODE OF QUESTION PAPERS (SECURED ONLINE QUESTION PAPER DELIVERY SYSTEM (SOQPDS)) TO TOTAL EXAMINATION CENTRES & PRE-EXAMINATION ACTIVITIES" by inviting **a reputed, experienced organization/firm/company that** has strong, progressive, and demonstrable experience **in** providing automated examination services to leading **universities** with **a** proven credential of working with individual colleges/institutions.

KSKVKU invites **e-tenders for "CONFIDENTIAL WORK OF UPLOADING OF QUESTION PAPERS BY FACULTY, PAPER SELECTION BY AUTHORITY, AND DELIVER THROUGH E-MODE OF QUESTION PAPERS (SECURED ONLINE QUESTION PAPER DELIVERY SYSTEM (SOQPDS)) TO ALL EXAMINATION CENTRES & PRE-EXAMINATION ACTIVITIES".**

Through this service, KSKVKU wishes to achieve transparency and excellence in the **conduct** of **examinations**. The university feels that through this initiative, **it** can work towards **error-free** question paper designing, reduce time consumption, and accelerate **the** examination process by replacing the conventional method of **a** question paper receiving & delivering system. Please refer to the **below-mentioned** information and guidelines for submission of the tender.

If you are interested **in quoting** for services in accordance with the requirements/terms and conditions stated, please submit the essential documents through **Speed Post / Reg. A.D. / Courier only** to this University along with the duly **filled-in** & signed **pages** of this Tender document in **a** sealed cover **superscribed** with "E-Tender For Confidential Work Of Uploading

Of Question Papers By Faculty, Paper Selection By Authority and Deliver Through E-Mode Of Question papers (Secured Online Question paper Delivery System (SOQPDS)) To All Examination Centers & Pre Examination Activities". The successful service provider will have to enter into **a** contract (with standard terms and conditions of providing services). The tender shall be submitted in two parts: (a) E.M.D. and Tender Fee Cover, **and** (b) Technical Bid Cover. Both these covers should be put inside another sealed cover.

The tenderer has to submit **the** commercial bid online.

1. **The technical** bid shall consist of technical details. The tender form shall be submitted with this bid, duly signed on each page by the service provider. Each document/page should be given **a** page number and all documents/pages should be hard-bound.
2. First of all, only technical bids shall be opened. Only technically qualified service **providers'** commercial/financial bids shall be taken into consideration.
3. Tenders not complying with the above conditions are liable to be rejected at the sole discretion of the University. This tender is not transferable.
4. The offers shall be entertained only from the original firm/company; **a** consortium will not be allowed.
5. The University reserves the right to accept or reject any or all requests/offers, and also reserves the right at any stage to reduce or increase the number of **question papers** to be received and delivered, without assigning any reason.
6. The service provider must provide **a list** of clients along with their contact **numbers in** India.

Registrar

TENDER DOCUMENT

(To be returned with the tender duly signed and stamped by tenderer)

Note: Please fill all the details in tender document and submit with technical bid.

To,
Registrar,
Krantiguru Shyamji Krishna Verma Kachchh University,
Bhuj.

Ref: Tender No. KU/EXAM/SOQPDS/2026-2, Dated.14-08-2026

Dear Sir,

1. **I/We** hereby offer to provide services for **"E-Tender For Confidential Work Of Uploading Of Question Papers By Faculty, Paper Selection By Authority And Deliver Through E-Mode Of Question Papers (Secured Online Question Paper Delivery System (SOQPDS)) To All Examination Centers & Pre-Examination Activities"** detailed in the schedule to **the** tender **hereto**, or such portion thereof as you may specify in the Acceptance of Tender at the price given in **the** financial/commercial bid, and agree to hold this offer open **for 180 days from the date of** opening the tender.
2. **I/We** have understood the general & special conditions of **the** contract included in this tender notice and thoroughly examined the specifications, drawings, and/or patterns quoted in the schedule **hereto**, and **am/are** fully aware of the nature of the service required. **My/Our** offer is to provide services strictly in accordance with the requirements.
3. The following pages will form **part** of this tender:

- **Envelope A** contains **the** E.M.D. and Tender Fee Cover.
- **Envelope B** contains **the** Technical Bid Cover comprising **the** following:

a. Technical Bid b. Details of Tenderer in **the** prescribed format **(Annexure A)** c. Copies of work experience certificates d. SRS (System Requirement Study) of the system e. List of servers/equipment with our organization f. Technical brochures/literature of the service quoted, if any g. List of clients with addresses and contact details, etc. h. Copy of PAN Card i. Copy of Past Performance Certificate or Order Compliance Certificate j. Declaration on

b. **Rs. 300/- Stamp Paper regarding truthfulness and correctness of documents and that the firm is not blacklisted by any organization (Annexure B)** k. Certificate of GST Registration l. Any other (Please specify: .....)

I/We hereby declare that the services offered to the University under this contract shall be of the best quality and **workmanship**, and shall be strictly in accordance with the **requirements thereof**. **I/We hereby** guarantee that the said **services** would continue to conform to the description, quality, and requirements mentioned in this tender document **for the Nov./Dec. 2026 to March/April 2029 Examinations**. Notwithstanding the fact that the competent authority of Krantiguru Shyamji Krishna Verma Kachchh University may have **inspected the services**, if during the aforesaid period the said services are discovered not to conform to the description, requirement, and quality aforesaid, or have **deteriorated**, the decision of the competent authority in that behalf will be final and conclusive.

The University will be entitled to reject the said services. We do hereby also agree to provide **the** said services at the permanent campus of Krantiguru Shyamji Krishna Verma Kachchh University and its affiliated exam centers.

Signature of Tenderer
Date:.....
Name &Address:
Seal

Signature of Witnesses
Date:.....
Name& Address:

Eligibility [Technical Eligibility Criteria for Tenderer]

Sr. No.	Particulars	Page no.
1.	Details of EMD and Tender Fee in terms of Demand Draft	
2.	A valid CMMi level Certificate. (The Document Should be verified on the portal of the particular issuing authority)	
3.	Bidder should be a Public Ltd.Co./Govt./PSU/Pvt.Ltd.Co./Proprietary/Partnership Firm/Society registered in India and having it so per at ion for minimum three years in India. Certificate/Proof regarding the same should be attached.	
4.	The Bidder should have the presence in Indian IT Market preferably from the last 3 (Three) years with registered office and should have prominent presence in existence in Gujarat.	
5.	The turnover of the bidding firms for any one of the last 3 financial years should be at least 100% of the estimated total cost of the items. The bidder should submit the certificate from Chartered Accountant regarding the same. **Annexure –C.**	
6.	Certificate so f registration with GST, Income tax, etc.	
7.	Copy of PAN Card	
8.	Copies of work experience Certificates	
9.	The Bidder should have executed at least one assignment of Creation of Question Paper Scheme, Uploading of Question Papers by Faculty Paper Selection by Authority Deliver Through E-Mode of Question Papers (Secured Online Question Paper Delivery System To minimum 50 Examination Centers in state/central Universities of Gujarat.	
10.	Proof of ownership/lease agreement for Workspace/ Office clearly mentioning the area	
11.	Bidder should have one project of Examination work from any State/Central University.	
12.	Bidder should have successfully delivered 3000+ unique question paper in state/central universities of Gujarat. **(Preferably)**	
13.	Bidder should have successfully delivered secure online question paper to 100+ exam centers in state/central universities of Gujarat. **(Preferably)**	
14.	The bidder/firm shall have 50+sufficient experienced professional/technical staff on Payroll.**(Preferably)**	
15.	The Bidder must be ISO27001:2013 , ISO9001:2015.	
16.	SRS(System Requirement Study)of the System	
17.	List of Servers/Equipment with the Agency	
18.	Copy of Past Performance Certificate or Order Compliance Certificate	
19.	Company profile of important personnel who will form part of the implementation team at the University **(List of Important individuals)**	
20.	Technical Brochures/literature of the service quoted, if any.	
21.	Details of Tenderer in prescribed Format (Annexure-A).	
22.	Declaration on Rs. 300/- Stamp Paper regarding The Bidder should not be under a Declaration of Ineligibility or black listed with any of the Government/Public sector unit Agencies/ University/ educational institute/Board/Council. (Annexure - B)	
23.	Tender form duly signed by tenderer	
24.	List of Clients with addresses etc.	

Note: All documents must be in bind copy and page number assign to each document duly stamp& signed by the Bidder.

Name & Signature:_____

Designation: _____

Seal

Scope of the Work (Technical Bid)

Here is the grammar-checked version of your text. The original language, structure, and technical context have been strictly preserved, with only grammatical errors, awkward phrasing, spacing issues, and typos corrected.

Question Paper Receiving System

A. Generation of Question Paper Formats and Paper Setter Orders

- For Question Paper generation at the initial stage, the database should be created based on various Question Paper formats, which include the list of subjects and the paper format for each subject. The University shall provide the list of subjects and the Question Paper format of each subject.
- For each subject, multiple Question Paper orders will be generated and provided to selected faculties. Details of the faculty (i.e., name, email address, mobile number, etc.) to whom the paper setter orders will be released will be provided by the University.
- **Order for Answer Book Evaluation:** Multiple answer book evaluation orders will be generated for each subject and allocated to the selected faculty members. Details of the faculty, such as name, email address, mobile number, etc., will be provided by the University.
- From the list of paper setters, the system should identify the available papers of the same faculty for the same subject code, and this list should be accessible/downloadable from the section login. The paper setter orders will be released to faculty whose Question Paper for the same subject code is already available with the University only if the University allows it; otherwise, the paper setter orders will be released only to the remaining faculty whose Question Paper for the same subject code is not available.
- The system shall provide a user ID and password to each paper setter to set the paper, along with the order of paper setting sent to their registered email ID. The user ID and password should also be provided to their registered mobile number.
- The following details should be displayed on the dashboard of the paper setter:
- List of subject code/s and Subject Name of the paper to be set.
- The date of issue for Question Paper setting.
- The end date for submission of the Question Paper.
- Syllabus of subjects against each subject.
- Maximum marks of the paper/s.
- Name of the Semester with details of Old or New Pattern.
- The system should provide SMS and email notifications to the paper setters after the Question Paper order is allocated to faculties, along with the username and password to access the system. Additionally, SMS and email reminders should be sent to faculties at certain time intervals and/or based on set threshold norms provided by the University.

B. Paper Setter Module

- Paper setters can log in to the paper setter module using their credentials.
- Paper setters can receive orders by email and SMS as well.
- Question Paper orders, syllabus, structure, and instructions can be received through email/login as well.
- Allocating specific subjects' orders to faculties as per the list provided by KSKVKU.
- Paper setters should enter the content in a fixed Question Paper format as per University norms. Paper setters cannot change the number of questions, marks, internal options, etc., and can only enter the questions.
- Before the submission of the final Question Paper, there should be an option to preview the Question Paper. If the paper setter wants to change/edit any question, he/she can do so. Only then

can the paper setter finally submit the Question Paper.

- Each Question Paper should have a unique identification number.
- Question Paper languages can be English, Gujarati, Hindi, and Sanskrit.
- Question Paper content should include text, numbers, and figures.
- Paper setters should not be able to submit the Question Paper if any question is missing.
- Once the Question Paper is submitted, the paper setter should be able to view only the status.
- Chairmanship is in online mode, and an editing option is necessary.
- The answer key should be uploaded during the final submission of the Question Paper. If an answer key is not required, the paper setter must upload a message stating that an answer key is not applicable for the said paper.

Download Paper at Center

- The system should be able to register mobile numbers and email IDs for each user.
- OTP authentication should be integrated into the system. The OTP should be sent to the respective user's registered mobile number and email ID at the time of login.
- The respective exam center's watermark should be embedded on every page of the downloaded Question Paper automatically.
- Every session's Question Papers should be available for download only within the time window specified by the University.
- Online Question Paper distribution should be done Exam Center-wise, Date-wise, and Session-wise.
- Delivery of Question Papers according to the timetable to the respective exam centers.
- University Officials should have an additional module with restricted and secured login using OTP.

C. Other Special and General Requirements

- The system should be a real-time online system wherein the paper setter can carry out the paper setting in an easy and convenient manner through the internet system.
- The service provider should provide a one-time training and an appropriate user manual to end-users/University staff.
- Providing suitable authentication using a unique login ID and password. There shall be a provision for the password to be sent to the registered mobile number and email ID of the paper setter. Provision of a unique password at each login should be present.
- Suitable security measures should be implemented to ensure a reliable process. Secrecy and confidentiality of the process should be maintained.
- The University should be able to set the deadline to submit the Question Paper for paper setters. Once the deadline is over, paper setters will not be able to submit the Question Paper.
- The University should be able to cancel the Question Paper order issued to faculties.
- The unused Question Paper is the property of KSKVKU and should not be used for any purpose other than that of KSKVKU.
- Event-wise reports of the faculty's Question Papers and chairmanship performed by them shall be displayed at the admin level as well as on the respective faculty's dashboard.
- Billing of Paper Setters as well as Chairmanship data should be provided in the prescribed format of the University.

Question Paper Delivery System

A. Contract Period

- Initially, the contracts will be for the Oct-Dec 2026 to March–April 2029 Examinations. This contract can be extended for a maximum of one more year (in total, two cycles) if the performance is found satisfactory by KSKVKU.

- For the two cycles of the examination mentioned in the above point and for any extension period examinations, if granted, no request for an increase in rates will be entertained.
- No change in the constitution of the contract shall be made during the contract period without prior permission from Krantiguru Shyamji Krishna Verma Kachchh University. If such changes are made without prior permission from KSKVKU, the contract awarded to the agency shall be cancelled and the security deposit will be forfeited.

B. Security Deposit

- Security Deposit: Within 10 days of receipt of the acceptance letter, the service provider shall submit a Security Deposit of 3% (three percent) of the Estimated Tender Value in the form of a demand draft drawn on any nationalized bank payable to the Registrar, KSKVKU at Bhuj. This is applicable to a successful service provider. The Security Deposit shall be denominated in Indian Rupees.

- The EMD will be returned to the successful bidder only after it furnishes the Security Deposit.
- KSKVKU shall forfeit the Security Deposit submitted by the bidder if the service provider abandons the contract, or without reasonable excuse fails to commence the work or suspends the work, or if the service provider does not execute the work in accordance with the terms and conditions of the contract, or persistently neglects to carry out its obligations under the contract. KSKVKU shall also have the right to recover from the Security Deposit any amount that may be found due and payable by the service provider or recoverable by KSKVKU from the service provider under any head, viz., penalty, fine, liquidated damages, deposits, etc.

C. Disputes

- If any dispute arises regarding the interpretation of any condition, the decision of KSKVKU shall be final. For settlement of any dispute, the court jurisdiction shall be Bhuj.
- In case of a dispute between KSKVKU and the service provider, both shall make every effort to resolve it amicably through direct informal negotiation for any disagreement or dispute arising between them under or in connection with the contract.

D. Payment

- No advance payment will be made for the work allotted. The terms and conditions of payment are as follows:
- Once the work for a semester-end examination session is completed, the service provider must submit a bill for the provided services in a confidential cover to the Registrar, Krantiguru Shyamji Krishna Verma Kachchh University. After receiving the bills for payment for the provided services, the bill shall be verified by the University.
- The University shall reserve the right to accept or reject services that do not conform to the specifications laid down in the terms and conditions. Payment for such defective services will be deducted from the bills of the tenderer.

E. Penalty

- On the breach of any terms or conditions of the tender document by the service provider/successful bidder, or in case of a deficiency in the services provided by the service provider, a penalty will be imposed by the University. Any decision taken by the University in this regard shall be binding on the service provider.
- Legal action, including blacklisting, will be taken against the agency in case of gross negligence or breach of secrecy/confidentiality.

- If, even after the award of the contract, information/facts submitted by the bidder are found to be misleading, incorrect, false, etc., the University reserves the right to terminate the contract and blacklist the bidder.
- If the Seller/Service Provider fails to deliver any or all of the Goods/Services within the original/re-fixed delivery period(s) specified in the tender/contract, the Buyer will be entitled to deduct/recover Liquidated Damages for the delay @ 0.5% of the contract value of the delayed quantity per week or part of the week of the delayed period as pre-estimated damages, not exceeding 10% of the contract value of the delayed quantity, without any controversy/dispute of any sort whatsoever.

F. TERMINATION FOR DEFAULT

- The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, terminate this contract in whole or in part if:
- The supplier fails to deliver any or all of the goods/items within the time period(s) specified in the tender/work order/agreement, or any extension thereof granted by the purchaser, or
- The supplier fails to perform any other obligation(s) under the Contract.

G. SELECTION PROCESS

- Tender Fee & EMD Demand Draft.
- Bidders who qualify as per the Technical Eligibility Criteria will be technically qualified.
- Financial bids of technically qualified bidders will be opened, and the L1 (Lowest) bidder will be declared as the successful bidder. The University may negotiate with the successful bidder if deemed necessary.

General Terms & Conditions

a) **University:** Krantiguru Shyamji Krishna Verma Kachchh University, Bhuj (in short KSKVKU)
b) **COE:** Controller of Examinations, Krantiguru Shyamji Krishna Verma Kachchh University
c) **Tenderer/Bidder:** A Tenderer/Bidder is one who has participated in the tender process.
d) **Tax:** GST, Income Tax, etc.
e) **SOQPRDS:** Secure Online Question Paper Receiving & Delivering System

1. The tenderer should invariably submit the tender in two separate sealed covers, namely: (1) E.M.D. and Tender Fee Cover, and (2) Technical Bid Cover. Both these covers should be packed inside another sealed cover superscribed as **"E-Tender for CONFIDENTIAL WORK OF UPLOADING OF QUESTION PAPERS BY FACULTY, PAPER SELECTION BY AUTHORITY AND DELIVERY THROUGH E-MODE OF QUESTION PAPERS (SECURED ONLINE QUESTION PAPER DELIVERY SYSTEM (SOQPDS)) TO ALL EXAMINATION CENTRES & PRE-EXAMINATION ACTIVITIES"**. Bids without Tender Fee & EMD will be rejected.
2. The tenderer has to submit the commercial bid online only. Physical submission of the Commercial Bid will not be accepted.
3. This tender is not transferable.
4. The bid will be evaluated based on satisfying the terms and conditions, technical criteria, and financial criteria.
5. The tender should be submitted in two Envelopes, A & B. Envelope-A will contain the EMD & Tender Fee, and Envelope-B will contain the Technical Bid. Eligibility will be evaluated

based on the EMD, Tender Fee, and technical bid. Technical bids will be opened first and evaluated as per technical requirements and conditions; financial bids will be opened only for those who fulfill the technical requirements. Bidders will upload the main documents online, and all documents should be submitted physically in hardbound format only, with page numbers mentioned on them. Only physical documents will be considered for evaluation.

6. The bidder should own the software.
7. The bidder should submit a declaration on Rs. 300/- Stamp Paper stating that the firm is not blacklisted by any Government organization/institution [as per Annexure – B].
8. The company profile of key personnel who will form part of the implementation team at the University is to be enclosed along with the Technical Bid Form.
9. E.M.D. will be forfeited if the tenderer refuses to provide the services after issuance of the acceptance letter. The Earnest Money Deposit paid by unsuccessful tenderers will be refunded to the respective parties after finalization of the tenders. No interest shall be paid on the E.M.D.
10. The successful tenderer is required to enter into an Agreement on a Stamp Paper worth Rs. 300 with the University, binding them to provide the services as required by the University against the order placed by the University.
11. The tenderer shall keep their offer valid for acceptance for a period of 180 days from the date of opening of the tender(s), within which period tenderers will not withdraw their offer.
12. Krantiguru Shyamji Krishna Verma Kachchh University reserves the right to carry out checks and balances or tests wherever necessary, and the decision in this respect of the concerned authority of this University is final.
13. The entire work assigned to the tenderer is highly confidential; hence, the bidder should maintain absolute confidentiality while carrying out the work. The successful bidder shall not outsource/sublet any activity or process related to the entire scope of this tendered work.

14. The Tenderer shall read all instructions carefully before submitting the bid.
15. Tenders submitted partially, unsigned, incomplete, unclear, or unreadable will not be considered and will be rejected.
16. The technical evaluation committee may call the responsive bidders, if required, for a discussion to facilitate and assess their understanding of the scope of work and its execution.
17. Krantiguru Shyamji Krishna Verma Kachchh University may, at any time, revoke or cancel the contract placed with the agency without assigning any reason thereof.
18. In the event of any breach of the terms and conditions of the contract, Krantiguru Shyamji Krishna Verma Kachchh University may terminate the contract placed with the agency, forfeit the security deposit of the agency, and make alternative arrangements at the risk and cost of the agency.
19. The successful bidder shall compile all data related to the University and hand it over to the University after the expiry of the tender period. After all the data is submitted to the University, the bidder should delete all the data from their memory/hard disk.
20. The bidder should have proficiency in front-end/back-end tools that can handle large databases and high security. The agency has to use all licensed software to carry out the work, and KSKVKU will not be responsible for any legal issues that may arise due to the use of unauthorized software. The bidder should enclose its bid with full details of all the latest software and/or solutions proposed for the scope of work, along with complete documentation/descriptive literature/leaflets indicating all features proposed.

21. The bidder should have basic knowledge of hardware and networking systems.
22. The bidder should have in-house software capability to customize according to University requirements.
23. If any of the criteria mentioned in this tender document is not met, the University reserves the right to reject the vendor on the grounds of technical disqualification.
24. Krantiguru Shyamji Krishna Verma Kachchh University reserves every right to cancel the tender in whole or in part.
25. The company should be aware of all cyber policy guidelines and risk assessment, and should have effective Disaster Recovery Management in place.
26. The successful bidder should work as per the requirements/deadlines given by the University from time to time.
27. The successful bidder should only involve staff whose relative(s) is/are not appearing in any KSKVKU examination.

28. **The service provider shall be responsible** for providing service(s) and its successful demonstration, as per the specifications listed in the tender.
29. **The Agency will submit** the required exam data as per the instructions of the University authority.
30. **The agency will issue** identity cards to the persons working on the premises of KSKVKU. The agency will be solely responsible for any leakage of sensitive information related to examinations by its employees. In case of non-compliance, penalty/legal action will be taken against the successful bidder as decided by the University.
31. **The service provider shall commence** work as per the scope mentioned in the tender document within one week from the date of issue of the work order.
32. **Krantiguru Shyamji Krishna Verma Kachchh University** does not bind itself to accept the lowest bid and reserves the right to accept the whole or any part of the bid or portion of the quantity offered; the service provider shall provide the same at the quoted rate. The Registrar, on behalf of KSKVKU, reserves the right to reject any or all offers received in response to the e-tender, or to cancel or withdraw the tender notice without assigning any reason.
33. **Acceptance of the bid** shall be communicated via email to the successful service provider.
34. **All bidders should provide** a warranty declaration in their bid as mentioned below:
    1. We shall abide by all the terms and conditions listed in this tender document.

- If the said work is awarded to our agency, then the services to be provided by our agency shall be of the highest quality, and services of the type ordered shall be in full conformity with the specifications therein.
- We accept that any deviations in the solutions/software and/or services from those specified in the tender document and the accepted terms are liable to be rejected. We will be bound to provide all services/software as per the specifications mentioned in the tender/order/contract and demonstrate the same at our own cost.

35. **The University reserves** the right to visit the office of the agency at any time.
36. **The University reserves** the right to visit the office of the agency at any time.
37. **A presentation by all technically qualified bidders**, if required, may be arranged by the University. If arranged, the schedule regarding the same will be communicated to the concerned bidders by the University.
38. **The agency must train** the concerned University officials for the successful operation of the whole system.

39. **The successful bidder will have to conduct** a workshop/mock drill for sending question papers through SOQPDS for University staff/affiliated exam centre staff free of cost.
40. **The successful bidder should be able to resolve** all queries from Paper Setters, the University, Colleges, authorized faculty, etc., through SOQPRDS in real time.
41. **Krantiguru Shyamji Krishna Verma Kachchh University** does not pledge itself to accept the lowest or any tender.

    The supplier shall ensure compliance with all statutory laws and bylaws of the Central Govt./State Govt./Municipal authorities related to the employment of their staff and all such obligations under the Minimum Wages Act, pollution control, environment protection, Workmen's Compensation Act, ESI Act, Provident Fund and Miscellaneous Provisions Act, Payment of Bonus Act, Contract Labour Act, 1970, etc. The University will not be responsible for such purposes in any way.

Annexure– A (Details of Tenderer)

1. Name of the Bidder :
2. Registered Office :
3. Working Place of the Firm :
4. Year of Establishment :
5. Type of Firm (Ownership, Partnership, Pvt. Ltd., Ltd. Co., etc.) :
6. Name, Address and telephone number of Responsible person:

   Phone: (O) : (M) :

   E-mail address :

7. The average annual turnover of the bidder/firm in IT related activities for last three financial years :

Fin. Year	Rs.(In figures)	Rs.(In words)
2025-26	Rs.	Rs.
2024-25	Rs.	Rs.
2023-24	Rs.	Rs.

8. Total Building Area of Workspace/Office:

   (Proof of ownership/lease agreement to be attached)

9. Total number of Staff:

10. Permanent Account No.(Enclose Certified PAN CARD) :

Annexure–B (Declaration on Rs.300/-Stamp Paper)

Undertaking by the Bidder

I, …… (Name of Bidder/Authorized person), aged about ..... years, residing/working at …….. (Postal Address), do hereby swear this affidavit that:

I am the Proprietor / Partner / Director of …… (Name of company/firm), registered at ..... (Registered Address).

I do hereby swear that the tender documents submitted for the work of ……. (Name of the work) are true, correct, and complete.

I / My agency am / is not blacklisted by any organization in India from participating in any project(s), either individually or as a member of a consortium. There have been no criminal proceedings/convictions against the bidder at any point in time. In case the documents pertaining to the tender submitted by me are found to be incorrect or false, I shall be liable for action under the relevant provisions of the Indian Penal Code and other relevant laws.

I further undertake that if the above declaration proves to be wrong, incorrect, or misleading, the tender/contract stands to be cancelled/terminated immediately.

If work is allocated to our company/firm, then utmost care will be taken, and if we fail in any part, KSKVKU can demand compensation for financial loss, impose a penalty, forfeit the Security Deposit, and also take legal action against our company/firm.

We are not involved in any litigation that may have an impact on affecting or compromising the delivery of services as required under this assignment.

I/We am/are not a relative/blood relation of any key managerial person of KSKVKU, Bhuj. We are not a firm in which any key personnel of KSKVKU, Bhuj or his/her relative is a partner. I/We am/are not a partner in a firm in which any key managerial person of KSKVKU, Bhuj or his/her relative is a partner.

We further confirm that we are aware that our bid for KSKVKU with reference to …… (Tender number with subject) would be liable for rejection or any appropriate action as KSKVKU may deem fit, in case any material misrepresentation is made or discovered with regard to the requirements of the tender mentioned above during any stage of the shortlisting/selection process.

Signature: Name: Place :

Business Address: Date

(On the latter Head of CA)

Date :

Annexure – C

Turnover Certificate

This is to certify that M/s (PAN: .....) registered at has achieved following to total turnover & turnover purely related to .... during the last 3 (three) financial year.

Sr. No.	Financial Year	Total Turnover (InRs.)	Turn over related to …..... (In Rs.)
1	2025-26	Rs.	Rs.
2	2024-25	Rs.	Rs.
3	2023-24	Rs.	Rs.

This certificate has been issued on the basis of documents and records provided to us.

Place:……

…

Date:-

……

Seal and Signature of CA with stamp.

UDIN:…….

Schedule -B

COMMERCIAL BID

(TO BE SUBMITTED ONLINE ONLY)

a) Commercial Bid filled online on the (n)Procure website only will be accepted. Physical Commercial Bids will not be accepted.

b) Rates must be inclusive of all expenses/charges/taxes & GST. The Bill/Invoice should be as per Government norms, indicating GST rates and amounts separately.

c) The prices quoted should be final, and no foreign exchange or import license assistance will be given to the bidder.

d) No escalation in any form, either of equipment/materials or labour, shall be payable by the University.

e) Service providers shall quote their rates for the items described below as per the terms & conditions of the tender documents.

f) No hike in the rates will be accepted during the contract period.

g) Bidders should offer one rate for the item mentioned below.

h) For L1, the Rate Per Paper / Per Paper Setter Order & Rate Per Centre Per Paper Delivered will be considered.

Commercial/Financial Bid (To be Filled Online Only)

Hard copy of this Price Bid should not be submitted

"CREATION OF QUESTION SCHEME, , UPLOADING OF QUESTION PAPERS BY FACULTY, PAPER SELCTION BY AUTHORITYAND DELIVER THROUGH E-MODEOFQUESTIONPAPERS(SECUREDONLINEQUESTIONPAPERDELIVERY SYSTEM (SOQPDS)) TO ALL EXAMINATION CENTRES "

List of Services Required

Description of Services required	Description	(Indian Rupees)
Question Paper Receiving (Order Generate)	Rate Per Paper/Per paper setter order	
Question Paper Deliver at Center	Rate Per Center/ Per Paper	