



पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ
Punyashlok Ahilyadevi Holkar Solapur University

सोलापूर - पुणे राष्ट्रीय महामार्ग, केगांव, सोलापूर - ४१३ २५५ (महाराष्ट्र)
Solapur-Pune National Highway, Kegaon, Solapur-413 255 (Maharashtra)

☎ : ०२१७-२७४४७७०, ७१, ७२, ७३, ७४ फॅक्स : २३५१३००

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विस्तारित क्रमांक : १३०

● परीक्षा व मूल्यमापन मंडळ ● Board of Examinations and Evaluation ●

जाचक क्र. : पुअहोसोचि/पचमूसं/
Ref. No. : PAHSU/BOEE/

1445

दिनांक : 28 JUN 2023
Date :

To,

Subject:- Quotation for Conduction of University PG Entrance exam as per the University Time Table.

Dear Sir/Madam,

With reference to the subject cited above Punyashlok Ahilyadevi Holkar Solapur University has decided to conduct PG Entrance Examination for Various Faculties for the year 2023-24 and invites Quotations for online registration, seat number allocation, hall tickets generations, scanning OMR answer sheets & processing of results, from Capable and eligible service Provider. Please submit your quotation on the name of "The Director, Board of Examinations and Evaluation, AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR" up to 01/07/2023 before 3.00 pm.

SCOPE OF WORK (SOW)

A. General

1. Vendor should have necessary wherewithal in terms of technology and infrastructure for above mentioned services required for entrance examination for conduct examinations for various courses offered by Punyashlok Ahilyadevi Holkar Solapur University, Solapur. The bidder should own or be an authorized licensee for the application software to provide required services for the examinations. The bidder should provide necessary proof to PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR.
2. The responsibilities for work will be 'Quotations for online registration, seat number allocation, hall tickets generations, scanning OMR answer sheets & processing of results, to complete strictly as per the guidelines of PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR.
3. PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR has developed question paper/s for each subject on the basis of which the examination will be conducted. PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR reserves the rights to change the question papers for every examination cycle.
4. PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR shall share the details of application form, payment gateway for the online registration. It would be the responsibility of

- the vendor to provide portal access of online registration to the candidates, allot seat number, generate hall tickets, scanning OMR answer sheets & processing results.
5. The examination is to be conducted as per the guidelines of PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR. Any deviation in the scheduled examinations from these guidelines and the liability arising out of the same is to be entirely borne by the vendor.
 6. The vendor must provide the candidates data in the format as desired by PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR.
 7. No extra license fees should be charged by the shortlisted bidder for implementing the software in the test environment and at the Disaster Recovery site of PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY.
 8. The ownership of entire data will be solely on PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR. The vendor shall retain the data of the candidates including registration details, question paper & the answers, merit list up to one year from the date of examination. PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY may demand such data as and when required. The bidders should take a backup of the data before destroying and submit the same in encrypted and password protected format to PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY. All the backups must be kept in fire proof vault while it is at the bidder's premise. The bidder has to handover complete data in a restorable format within 2 days whenever required by PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY.
 9. PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY shall provide the guidelines for making of the forms/registration and other details as needed by the Bidder team from time to time
 10. PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR shall also inform the window period during which the students can register for the examinations, identified examination centers and data of exam.
 11. The bidder shall verify the name and particulars of the students appearing for examination with the names and particulars of the students received through online portal registration gateway data supplied by PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR before generating hall tickets.
 12. In addition to the names and particulars, PUNYASHLOK AHILYADEVI HOIKAR SOLAPUR UNIVERSITY shall also inform the subjects required to be fixed/allotted to the respective student for the purpose of giving examinations.
 13. PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR shall forward the multiple-choice questions and answer key in a format.
 14. The bidder shall strictly take care that the concerned students are permitted to appear for the examination and allotted required questions sets as per the time table forwarded by PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR to the BIDDER.

Duties and responsibilities of the bidder

1. The bidder shall take every care of all the necessary facilities and arrangements, Its services additional required for examination, organized and conducted by PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY.

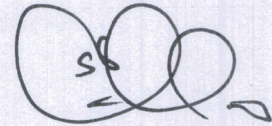
2. The bidder shall strictly adhere to the instructions and directions given by PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY regarding the services and terms agreed upon for the conduct of examination at various centers. And shall also strictly follow-up the schedule and programs for examination that may be forwarded to them by PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY.
3. The bidder shall maintain utmost secrecy about the examination program in all the talks duties agreed up on.
4. In case any complaint is received regarding the breach of any of the responsibilities, cast on the bidder and its Officers, then PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY shall have the right to take cognizance of the same and in case the same are found to be true, the necessary escalations can be done at a higher level by PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY and necessary actions can be taken for the same and vice versa can also be done by the bidder.
5. The bidder will ensure that the centers install and maintain necessary security controls and measures in respect of the equipment/infrastructure to be required for the agreed and further shall also ensure the integrity of the Test process at all centers.

Responsibilities of PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY

1. PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY shall be responsible to provide the necessary details & particulars about the online registration form, payment gateway, eligibility conditions, and Question papers answer keys, question distribution and passing criterion etc. for the candidates appearing for the examination at various respective centers of the bidder. The bidder shall provide a specific arrangement for the same and the machinery for providing the said shall be set up in consultation with PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY for the same and PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY shall be required to strictly adhere for the same.
2. PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY shall provide the requisite questions of multiple choices. It shall be the responsibility of PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY to declare the results and the bidder shall not be concerned or responsible for declaration of results or any anomalies if any existing at any time.
3. PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY shall be responsible for answer to any of the queries or questions of any local authority or the Government Authority. Regarding conducting the online examination, licenses of the Software and any allied issues connected thereto. However, providing the licensed Software to the Computer, used for conducting the online examination shall always be the responsibility of the bidder.
4. PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY shall provide the bidder with all necessary information required for providing the services.
5. PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY shall issue necessary instructions and code of conduct to students who take the online tests of the said programs. PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY and the bidder shall cooperate with each other in taking necessary action against erring students. The BIDDER shall be primarily responsible for

the implementation of the necessary instructions/code of conduct issued by PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY.

6. PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY covenants that its students shall conduct themselves in an orderly manner and shall abide by all the rules and regulations laid down by UNIVERSITY and the bidder or the Test centers and in case of any unruly behavior PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY agrees that such students shall be removed from the Centre by the supervisors and no claims whatsoever will be entertained by the BIDDER in this regard.



Director,

Board of Examinations and Evaluation

PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR

EXAMINATIONS AND EVALUATION SECTION

Financial Bid

Sr No	Particular	Unit	Rate per unit
1	Conducting PG Entrance Examination for Various Faculties and handing out the results. (online registration, seat number allocation, hall tickets generations, scanning OMR answer sheets & processing of results, handling over the processed the data.)	Rate per Student	

Seal and Signature of the
Bidder

Date :-