

ఆంధ్ర ప్రదేశ్ గురుకుల విద్యాలయాల సంస్థ (రి),  
3&4 అంతస్తులు, పాములపాటి శివయ్య కాంప్లెక్స్, కొరిటిపాడు, గుంటూరు

టెండరు ప్రకటన

Rc. No. 903/B4-4/2018

Date: 10-03-2018

పై సంస్థచే మే నెల లో నిర్వహించబడు జూనియర్ మరియు డిగ్రీ కళాశాలల్లో

నిర్వహించబడు ప్రవేశ పరీక్షలకు సంబంధించి

1. మెటీరియల్ ను గుంటూరు నుండి ఆంధ్రప్రదేశ్ లోని 13 జిల్లాకేంద్రాలకు నిర్దేశించిన రూట్ ద్వారా మరియు జిల్లాకేంద్రాల నుండి గుంటూరు కు చేర్చుటకు వాహనములు సరఫరాచే యుటకు
2. ప్రవేశ పరీక్షకు సంబంధించి ప్రవేశ పరీక్షకు ముందు తదుపరి కంప్యూటరీకరణ పని నిమిత్తము
3. ఆసక్తిగల ఆంధ్రప్రదేశ్ కు చెందిన రవాణా సంస్థవారు మరియు కంప్యూటర్ సంస్థల వారు ఆంధ్ర ప్రదేశ్ గురుకుల విద్యాలయాల సంస్థ నుండి 14-03-2018 నుండి 28-03-2018 తేదీలోపు ఆఫీసు పనివేళలలో ఉదయము 10.30 నుండి సా.5.30 గం. లోపు రు. 200/- చెల్లించి టెండరు ఫారములు పొందవచ్చును లేదా [www.apresidential.cgg.gov.in](http://www.apresidential.cgg.gov.in) నుండి పొంది రు. 200/- డి.డి తో సీల్డుటెండర్లు 28-03-2018 తేదీ 2.00 గంటలలోపు సమర్పించవలెను. మరియు అదే రోజు 3.00 గంటలకు హాజరైన టెండరుదారుల సమక్షములో టెండర్లు తెరవబడును.

సం -/యమ్ .నాగభూషణ శర్మ

కార్యదర్శి

A.P. RESIDENTIAL EDUCATIONAL INSTITUTIONS SOCIETY (REGD.)  
3<sup>rd</sup> & 4<sup>th</sup> Floors, Pamulapati Sivaiah Complex, Koritipad, Guntur  
APRJC/DC- CET - 2018

**COMMERCIAL BID FORM**

Pre-and Post examination computerization work of APRJC/DC- CET - 2018

NAME OF THE FIRM: .....  
Address: .....

Sl. No.	Description and Nature of Work	Rate per candidate
01.	<b>A). PRE-EXAMINATION WORK:</b> Supply of Room wise photo Attendance sheets: Laser printing of Nominal Roll with photograph etc., Twelve candidates Particulars only be incorporated in A4 size 70 GSM White paper.	
02.	Supply of Centre wise Nominal Rolls: Printing of Nominal Roll on line printer - one Marked copy and 03 other copies including District wise Nominal Roll, Soft Copies 30Nos.	
03.	Supply of OMR Sheets: Design, printing and supply of pre scanned OMR answer sheets in sealed polythene cover packing of 50 each. Quality 110 GSM White Paper mono colour printing.	
04.	<b>B). POST EXAMINATION WORK:</b> Scanning of OMR Answer sheets and submission of Scan report. The Scan report should invariably tally the candidates applied.	
05.	Processing, tabulation and Generation of merit Lists – for colleges Regional - including Muslim Minority Colleges, and other reports for selection of candidates. Results Copies should be given in one hard copy and 30 soft copies for publication.	
06.	Generation of variable selection list on the basis of Schools, Sex, Category, Region, etc.,.	
	<b>Total Rs:-</b> (Rupees only)	

- NB:** 1. Rate should be quoted to all the items; supplies should be free from all Taxes and other expenses.  
2. The Rates are inclusive of stationery.  
3. Approximate OMR should be supplied 100000.  
4. Commercial bid will be examined on qualification of Technical Bid.  
5. The rates quoted and approved are valid for one year from the date of work order.  
6. On the approval of the Committee to be constituted only the tender accepted.

Station:

SIGNATURE OF THE TENDERER

Date: -03-2018

OFFICE SEAL

**RC. No.903/B4-4/ 2018-19**

A.P. RESIDENTIAL EDUCATIONAL INSTITUTIONS SOCIETY (REGD.)  
3<sup>rd</sup> & 4<sup>th</sup> Floors, Pamulapati Sivaiah Complex, Koritipad, GUNTUR  
**TENDER SCHEDULE**

Issued to M/s.....  
.....

Sub: - APREI Society (Regd.), Guntur - Tender Schedule for processing of Pre & Post Examination Computerization work of APRJC/DC- CET – 2018 - Reg.  
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**TERMS AND CONDITIONS OF THE TENDER**

**1. NAME OF THE WORK:**

Processing of Pre and Post examination Computerization work of APRJC/DC- CET – 2018 (Andhra Pradesh Residential Colleges Entrance Test).

**2. TYPE OF CONTRACT:**

Most Confidential, Precise, Accurate and Time Bound are the essentials of this contract. Deviation if any is noticed or not able to complete the assignment with in the time schedule it tantamount the breach of contract and suitable action will be initiated for the loss or damage caused thereof. The details of items of work are as per the Tender Form.

**3. NATURE OF WORK:**

**Most confidential** - Utmost secrecy should be maintained throughout the process. Complete material should be handed over to the Convenor as and when the stage of work is completed. The merit lists of all the categories as desired by the Convenor should be given in hard copies as well as soft copies along with the software.

4. They should apply in the Specified Tender Form. Tenderer should fill both Technical Bid and Commercial Bid in the proforma given and submit the Technical bid in separate cover and Commercial Bid in separate cover. Tenders written in Pencil are not valid. All the corrections shall be duly attested by the Tenderer with his own hand and seal.

5. As per the conditions in Technical Bid the committee will assess the performance and experience of the companies and short list to open the commercial Bid. The commercial bid will not be opened for those companies, which are not qualified, or shortlisted in Technical bid.

6. The sealed Technical Bid by enclosing the Demand Draft for EMD, the Commercial Bid should be addressed to **The Secretary, APREI Society (Regd.) Guntur** in separate cover by writing on the top of the Cover "**TENDER FORM FOR PRE AND POST EXAMINATION COMPUTERISATION WORK(Technical/Commercial)**". They should be inserted in the Sealed Tender Box only before the closure of the sealed box at the given time.

7. The Price quoted in Commercial Bid shall be inclusive of all taxes, duties and other charges if any and shall be for free delivery to the Secretary. Samples of specifications of OMR, PHOTO ATTENDENCE SHEETS, NOMINAL ROLLS etc., shall invariably be enclosed with the tender form. They shall quote their sales Tax/VAT and Firm Registration Number. The Price Quoted shall be valid for one year from the date of issuing work order.

8. The sealed Technical Bid shall be accompanied by E.M.D.(Ernest Money Deposit) refundable for Rs.5000/-(Rupees Five thousand only) in the shape of Crossed Demand Draft drawn on any of the Nationalized Bank in favour of "**THE SECRETARY, APREI SOCIETY**" Payable at Guntur. The EMD amount shall not bear any interest. The selected tenderer has to pay Rs.40,000/- towards Security deposit in the form of Demand Draft to the SECRETARY for placing the Work Order. The EMD and the Security Deposit will be retained by the Convenor after successful completion of the work in case of successful Tenderer and will not carry any interest or it can be with held by forfeiting the amount on causing of loss or damage to the APREI Society (Regd.), Guntur in addition to the charging of damages.

9. The successful tenderer herein after called the 'contractor' shall give in writing their unconditional acceptance to the purchase order on Rs.100/- Non judicial stamp paper and come to an agreement with the **Secretary** and make supplies.

### **CRITERIA FOR AWARDING THE TENDER:**

1. The Secretary reserves the right to accept or reject any Tenders/to Post phone /to Cancel /re-notify without assigning any reason thereof. The Secretary also reserves the right to increase or decrease the quantities required as well as withdrawal of any of the items of the tender. The tender may be considered separately for each item in the tender form. The finalization of tenders will be made after Physical verification and satisfaction of the firm by the Committee of members. If the Committee opinions that the Lowest Rate quoted firm is not having the requisite capacity to undertake the said Job, the work will not be awarded to that firm and the next lowest quoted firm will be examined or can go to the next also till the firm identified with the requisite capacities or can all the tenders can be cancelled without declaring any reasons thereof

2. No upward Price variation will be permitted. The Contractor shall arrange to replace the defective/damaged material supplied at their own cost to the complete satisfaction of the Secretary immediately soon after the receipt of information from the Secretary and damage may also charged on the Contractor.

3. The material supplied shall be of same quality as per the specifications of the tender form and samples enclosed thereof. The supply shall be made strictly within the delivery period stipulated in the purchase order. The purchase order stands automatically cancelled on the expiry of the stipulated delivery period and suitable action will be taken apart from forfeiting the EMD and security deposit.

4. The bidder must have complete equipment, skilled manpower in handling the computerization work of APRJC/DC- CET – 2018 Pre and Post entrance examination. The firms which are having the previous experience in handling the similar type of entrance tests are most invited to participate in the bidding.

5. The complete material of Pre & Post Entrance examination and its soft and hard copies including the software should be handed over only to the Convenor by maintaining utmost secrecy. Any deviation or leakage of information is noticed the Contractor is squarely responsible for the loss or damage caused to the APREI Society, Guntur, appropriate action will be initiated in addition to the forfeiting the EMD, Security deposit and the Payment of Bills. Hence the payment will be made only on satisfactory completion of the complete work only.

6. The decision of the Tender Committee is final for binding. It is having power to finalize the tenders, to go for negotiations, to cancel the tenders or to go for re tenders. No further negotiations or correspondence are entertained in this regard.

7. The successful tenderer has to make Rs.40,000/- Security Deposit immediately and commence the work and supplies.

8. Phase wise work order will be placed to the firm awarded tender, only on the fulfillment of the requirements immediately as specified. Any delay in fulfilling the requirements will tantamount to be construed that the contractor on whom the tender is awarded is not having interest or failed to comply with the order and suitable action will be taken on such situation.

9. Sale of Tender Schedules from 14-03-2018 to 28-03-2018 during Office hours. Sealed tenders will be received up to 2:00 p.m on 28-03-2018 and will be opened at 3.00 p.m. on 28-03-2018.

SD/- M.NAGABHUSHANA SARMA  
SECRETARY  
APREI SOCIETY

Station: Guntur,  
Date: -03-2018

**APRJC/DC- CET – 2018**

**TECHNICAL BID FORM (to file in a separate cover)**

1	Name of the Organization, Corresponding address with Phone Number, email address Website and contact person name.	
2	Manpower details	
	No of Software Programmers	
	No of Scanning Operators	
	No. of Data Entry Operators	
3	Latest Experience in Examination Results Data Processing assignments. (Organization must have worked for minimum 2 examinations with more than 1 lakh candidates per each examination)	
	Mention the Clients name and year of the work. Details like no of candidates processed in the exam, No. of OMR sheets Scanned, Processed and Value of the work	
	Note: submit these details separately for each assignment executed without fail. Otherwise your tender may not be shortlisted.	
	Submit Project Completion Certificate from client.	
4	Turnover of the organization in last three years	
	(your average turnover should be more than 30 lakhs)	
	2017-18	
	2016-17	
5	Type of Computer Systems installed	
	(Type of storage system with details)	
6	a) Configuration of computer systems being used for processing and Capacity of Computer Systems	
	b) Number of computers the firm can spare for exclusively for APRJC/DC- CET – 2018	
7	a) No. of OMR Scanning Machines with make and other details.	
	b) Capacity of the Scanning machine for scanning OMR forms per hour. (to be specified clearly to assess the work)	
	c) Number of OMR scanners the firm has on their own.	
	d) Contingent plan for the scanners.	
	e) The number of OMR scanners the firm can provide APRJC/DC- CET – 2018 work.	
8	Nature of U.P.S. System available with details and D.C. Generator and its capacity.	
	a. Data storage devices details.	
9	a) Type of security arrangements that would be made to maintain Top Secrecy as per Act.25/97 of Government of Andhra Pradesh. Mention additional precautions that would be taken due to this contract.	
	b) Whether the firm is having building of its own/Rented.	
10	Is Input and Output cell in existence	
	a) Number of Data Entry Machines available and the places of operation	
	b) Number of Printing Machines available and capacity of them to printout the Outputs per minute / per hour to be specified Separately	
	c) No. of Laser printers available with make and capacities for printing per hour	
	d) Time of completion of OMR Scanning, Verification and updation of data for (approx) 1,25,000 candidates:	

-:2:-

I/We have enclosed here with E.M.D. of Rs. 5,000/- (Rupees Five Thousand only) in the shape of Demand Draft Drawn (on any of the Nationalized Bank) in favor of **“THE SECRETARY, APREI SOCIETY, GUNTUR”**, payable at Hyderabad.

D.D.No. \_\_\_\_\_  
Name of the Bank & Branch:

Date: -03-2018 for an Amount of Rs.5, 000/-

Station:

SIGNATURE OF THE TENDERER

Date: -03-2018

OFFICE SEAL

A.P. RESIDENTIAL EDUCATIONAL INSTITUTIONS SOCIETY (REGD.)  
3<sup>rd</sup> & 4<sup>th</sup> Floors, Pamulapati Sivaiah Complex, Koritipad, Guntur  
APRJC/DC- CET - 2018

**TENDER FORM**  
**SUPPLY OF TRAVELLING VEHICLES FOR TRANSPORTATION OF CONFIDENTIAL MATERIAL**

NAME OF THE FIRM: .....

Address:.....

	<b>Vehicle Make- 2013-2017 Of good running condition-</b>	<b>Rate Per K.M.</b>	<b>Driver Batta Per day</b>	<b>Minimum K.M's Per day</b>
1	TATA SUMO Victa Ex -Non A/c			
2	TAYOTA - QUALIS -Non A/c			
3	Chevrolet –Tavera Non-A/c			
4	FORCE – TOOFAN			
5	FORCE - TRAVELLER			
6	Chevrolet –Tavera Non-A/c for local Minimum Rate per day from 6.00 A.M to 6.00 P.M. (12:00 Hrs) Extra Rate/ K.M			
	Local Vehicle Total			
	Total:-			

NB: The requirement is for lifting the Confidential Examination material with departmental staff and Armed Guard to all the District Head Quarters and return report with the same on completion of the Examination.

**UNDERTAKING**

I/We have read and understood the contents of the Tender Schedule fully and totally abide by the Terms and Conditions lay in the Tender Schedule and in the Tender Form issued by the Convenor and decisions from time to time. I/We enclose here with E.M.D. of Rs.2,000/- (Rupees Two Thousand only) in the shape of Demand Draft (Drawn on any Nationalized Bank) taken in favor of "THE SECRETARY, APREI SOCIETY," payable at Guntur.

(Please refer the Tender Schedule issued separately)

D.D.No.....Dated: -03-2018 for an amount of Rs: 2,000/-  
Bank:.....

Particulars of S.S.I. Registration No. (Enclose a Copy)

**Station:**

Date:

**SIGNATURE OF THE TENDERER**

(SEAL OF THE FIRM)

**RC. No.903/B4-4/ 2018-19**

A.P. RESIDENTIAL EDUCATIONAL INSTITUTIONS SOCIETY (REGD.)  
3<sup>rd</sup> & 4<sup>th</sup> Floors, Pamulapati Sivaiah Complex, Koritipad, Guntur  
APRJC/DC- CET - 2018  
SUPPLY OF TRAVELLING VEHICLES  
**TENDER SCHEDULE**

1. Sale of Tender Schedules: From 14-03-2018 to 28-03-2018 during working hours.
2. Cost of Tender Form: Rs.200/-
3. Last date for submission of the sealed Tenders 28-03-2018 2:00 P.M.
4. Opening of the Sealed Tenders at 3:00 p.m. on 28-03-2018.  
Submission of sealed tenders: To the Secretary, AP Residential Educations Society (Regd.), 3<sup>rd</sup> & 4<sup>th</sup> Floors, Pamulapati Sivaiah Complex, Koritipad, Guntur-522007. The sealed cover may be inserted in the Tender box provided for it by clearly writing on the Top of the Sealed Cover "TENDER FOR SUPPLY OF TRAVELLING VEHICLES".
5. Sealed Tenders will be Opened at the O/o The Secretary AP Residential Education Institutions Society (Regd.) 3<sup>rd</sup> Floor, Pamulapati Sivaiah Complex, Koritipad, Guntur.
6. The Sealed Tenders received without enclosing the EMD for Rs.2,000/- (Rupees two thousand only) in the form of Demand Draft, and proper samples as per the specifications given in the Tender form will not be accepted. If it is found any deviation in quality the total bills will be stopped and necessary action will be initiated.
7. The Tenderer should have the capacity to undertake the work from his own travel agency.
8. The Tenderer should have latest vehicles and skilled manpower to undertake the transportation work. The members of the Committee may inspect the agency to assess its capacity to undertake the work. The awarding of the work to the agency depends on the report of the Committee.
9. The successful bidder has to adhere to the time schedule. They have to complete the total work within time from the date of placement of Work Order. Failing which suitable steps will be taken immediately in addition to the stoppage of supplies, payment of bills, forfeiting the EMD/Security Deposit and claiming loss or damage to the APREI Society for which the firm is alone responsible.
10. The selected tenderer has to pay Rs.10,000/- (Rupees Ten Thousand only) towards Security deposit in the form of Demand Draft to the Secretary, APREI Society, Guntur for placing the Work Order. The EMD and the Security Deposit will be retained by the Secretary till the successful completion of the work in the case of successful Tenderer and will not carry any interest or it can be with holed by forfeiting the amount on the causing loss or damages to the APREI Society (Regd.) Guntur in addition to the charging of damages.

SD/- M.NAGABHUSHANA SARMA  
SECRETARY  
APREI SOCIETY

**STATION: GUNTUR,**  
**DATE: \_\_\_\_\_.**