INDIAN STATISTICAL INSTITUTE
203 Barrackpore Trunk Road
Kolkata 700108

Date: 27th December, 2022

Expression of Interest (EOI)

EoI are invited from reputed and experienced Vendors / Agencies, for the following end-to-end services to be provided at the Headquarter of Indian Statistical Institute located in Kolkata for a period of **one year**, which may be extended further at the discretion of the Institute authority based on its requirements and satisfactory performance of the selected vendor. The prospective vendor have to abide by the formalities, stated herein below:

Sl. No.	Job Description	Volume

01	**ITEM NAME: An Integrated System to conduct the Paper-Based Admission Test of the Indian Statistical Institute ISI in 2023, providing a comprehensive solution to the first four stages of the Annual Admission process of ISI, involving**
	
	1. Development of an online portal in consultation with ISI for receiving applications including application fees, generation and issue of admit cards, and refund of application fee, if necessary.
	2. Management and support of the application portal for an extended duration up to November 2023.
	3. Complete support for OMR based tests
	    i. Design and printing of answer sheets for OMR-based tests (in consultation with ISI)
	    ii. Evaluation and uploading of scanned OMR answer sheets and results of OMR-based tests
	    iii. Management of online challenge of answer key and recorded response, including receipt of fees and refund as applicable, and forwarding of challenges to ISI for resolution.
	4. Printing of question papers as well as answer sheets for OMR and short-answer type tests, their packaging and transportation to test centres through reputed Security Press.
	5. Uploading of scanned short-answer type test copies.
	6. Selection and audit of test centres (at least 80 centres distributed judiciously) all over India in consultation with ISI.
	7. Organization of admission test in two shifts on the same day at the same premises at designated centres all over India.
	8. Secure transportation of all test materials (both used and unused) after the written test to the ISI Headquarter at Kolkata.
	9. Migration of related admission data to the existing admission management software in ISI for handling of post-examination selection and online counselling.
	10. Arrangement of CCTV surveillance at all test centres with centralized monitoring facility at ISI Headquarter, Kolkata.
	11. Provision of capture of biometric information and verification of identity of candidates during written tests as well as interview.
	12. Arrangement of a Service Desk including Phone Help Lines, Email Based Help Desk (24×7 hours), Bulk SMS notification and Bulk Email notification from the opening of admission portal to the end of July 2023.
	
	The above include conducting admission test for a minimum of 15000 applicants covering 20 (tentative) different academic programmes.
		15000 (Minimum)

Companies/agencies, are requested to send the techno-commercial (budgetary) proposal along with plan of execution on per candidate basis for the above mentioned work along with the related literature to the undersigned latest by 5:00 PM of 5th January, 2023.

NOTE: For any query, bidders may send email to admcomm@isical.ac.in, isiomr@isical.ac.in

Bids not submitted in the specified format or not accompanied by the requisite undertaking are liable to be rejected.

Mridul Nandi

Chairperson,
Admission Management Committee
Indian Statistical Institute
203, B. T. Road
Kolkata 700108

INTEGRATED SYSTEM FOR CONDUCTING PAPER-BASED ADMISSION TEST OF THE INDIAN STATISTICAL INSTITUTE IN 2023

REQUEST FOR PROPOSALS AND QUOTATIONS

OFFICE OF THE DEAN OF STUDIES
INDIAN STATISTICAL INSTITUTE
203 BARRACKPORE TRUNK ROAD
KOLKATA 700108

1. Fact Sheet

S. No	Items	Details
1	Date of uploading of EOI	December 27th, 2022
2	EoI issued by	**Dean of Studies, Indian Statistical Institute**
3	Nodal Officer for correspondence and Clarification	Chairperson, Admission Management Committee e-mail: admcomm@isical.ac.in postal address: Dean's Office Indian Statistical Institute 203 B T. Road, Kolkata 700108
4	**Last date of bid submission (online)**	**05th January, 2023**

2. Request for Proposals (RFP)

Indian Statistical Institute (ISI) is a premier academic institution in the country which imparts higher education and conducts research in various disciplines of Science. It awards degrees and diplomas in various disciplines at the Undergraduate, Post-graduate and research levels. In order to admit students to its academic programmes, ISI conducts an all-India Admission Test every year in the month of May.

Indian Statistical Institute (ISI) hereby invites responses (**Proposals**) to this Request for Proposals (**RFP**) from eligible, reputed and qualified Firms (**Bidders**) with sound technical and financial c a p a b i l i t i e s, for selection of a **Vendor** for **an Integrated System to conduct the Paper-Based Admission Test of ISI in 2023** as detailed in the **Scope of Work** provided in Section 5 of this Document.

Interested bidders are advised to study the RFP document carefully. Submission of response shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.

Disclaimer

This EoI is not an offer by the Indian Statistical Institute but an invitation to receive offers from vendors. No contractual obligation whatsoever shall arise from the tender process unless and until a formal contract is signed and executed by competent authority of the Indian Statistical Institute with the selected vendor.

3. Background Information

3.1.   Timeline for ISI Admission Test in 2023

- Date of Admission Test: **May 14, 2023** (the second Sunday of the month of May).
- Online Application: March 7-28, 2023
- Issue of Hall tickets: 26th April 2023
- Handling of OMR answer-key challenge: 18-19th May 2023
- Handling of OMR recording challenge: 22-23rd May 2023
- Finalization of OMR-based test results: 24th May 2023

Note: The above dates are subject to change only in extreme situations beyond the control of ISI.

3.1 Overview of the ISI Written Admission Test based on 2022 data

- **Number of academic programmes**: 20 (2 UG, 10 PG, 8 Research programmes)
- **Number of written tests**: 2 for most of the programmes, held in forenoon and afternoon sessions on the same date.
- **Type of written tests**: MCQ and/or Short answer type (forenoon / afternoon)
- **Number of test centres**: 80 (all over India) (**Annexure A** provides a list of test centres used in recent years)
- **Approximate number of applicants**: 15000

Note: This information is purely indicative in nature and only serves to give a preliminary idea of the requirements for the admission test in 2023. The actual data for 2023 may, therefore, vary marginally from those given above.

3.2.   Description of the existing Admission Process followed by ISI

Till date, ISI has been conducting its Admission Test independently using its own internal resources and manpower, with the exception of the present application portal for admission which was developed by an external agency, and the evaluation of OMR answer scripts as well as the handling of challenges by candidates, which has been outsourced to external agencies in recent years.

The main stages involved in the entire process may be described briefly as follows:

1. Receipt of applications and generation as well as issue of admit cards (hall tickets) through existing application portal installed in ISI server and developed by an appointed external agency.
2. Preparation and printing of question papers.
3. Conduct of written tests (both OMR-based MCQ-type tests and short-answer type tests) on the announced date.
4. Evaluation of OMR answer scripts through double scanning, followed by management of

online challenge of answer keys and recorded responses by an appointed external agency.

5. Evaluation of answer scripts for short-answer type tests and interviewing of shortlisted candidates by subject-area experts.

6. Counselling and final selection of candidates, through an internally developed admission management software.

4. Our Requirement

An all-inclusive quotation on a per-candidate basis, for the following, presuming the minimum number of candidates to be 15,000 (fifteen thousand) and the minimum number of test centres to be 80 distributed judiciously all over India with consultation of ISI:

A comprehensive solution to the first four stages of our annual admission process, involving the following:

1. Development of an online portal in consultation with ISI for receiving applications including application fees, generation and issue of admit cards, and refund of application fee, if necessary.

2. Management and support of the application portal for an extended duration up to November 2023.

3. Complete support for OMR-based tests

   i. Design and printing of answer sheets for OMR-based tests (in consultation with ISI)

   ii. Evaluation and uploading of scanned OMR answer sheets and results of OMR-based tests

   iii. Management, through the application portal, of online challenge of answer keys and recorded responses, including receipt of fees and refund as applicable, and forwarding of challenges to ISI for resolution.

4. Printing of question papers as well as answer sheets for OMR and short-answer type tests, their packaging and secure transportation to test centres through reputed Security Press **enlisted by the Indian Banks Association**.

5. Uploading of scanned short-type answer copies.

6. Selection and audit of test centres all over India in consultation with ISI. The cities listed in Annexure A must be included in the list of test centres for 2023.

7. Organization of admission test in two shifts on the same day at the same premises at designated centres all over India.

8. Secure transportation, **with mode of transportation approved by ISI**, of all test materials (both used and unused) after the written test to the ISI Headquarter at Kolkata.

9. Migration of related admission data to the existing admission management software in ISI for handling of post-examination selection and online counselling.

10. Arrangement of CCTV surveillance at all test centres with centralized monitoring facility at ISI Headquarter, Kolkata.

11. Provision of capture of biometric information and verification of identity of candidates during written tests as well as interview.

12. Arrangement of a Service Desk (in English language) including Phone Help Lines, Email Based 24×7 Help Desk, Bulk SMS notification and Bulk Email notification from the date of opening of the admission portal to June 30, 2023.

5. Scope of Work

This Scope of Work is divided into following three broad phases:

- Pre- Examination Phase
- Examination Phase
- Post Examination Phase

5.1. Pre-Examination Phase
Pre-examination activities can be divided into four parts:

PART I: APPLICATION PORTAL

- Development of a portal for accepting online applications and its subsequent management till the entire admission process gets completed.
- Manual/automatic checking of photo/signature quality and copy of certificates, if any.
- Integration of the application portal with payment gateway for collecting fees using standard online payment protocols.
- Registration of applicants through creation of their individual accounts with unique user IDs and secure passwords for subsequent communications.
- Intimation to the candidate by SMS and email regarding major issues.
- Automatic generation of admit card (hall ticket) as a non-editable pdf document after verification of the application fee payment.
- Issue of admit cards (hall tickets) through applicant portal and to candidate's email ID in downloadable format. (**Annexure B** provides a sample admit card with test codes mentioned)

The application portal will be developed and maintained by the selected vendor using its own/rented secured cloud-based platform certified by Ministry of Electronics and Information Technology (MeitY), which should maintain real-time backup at ISI server, including disaster management facility in different tiers. For the cloud service, the target response time should be below 350 milliseconds without any noticeable, uncomfortable delay for the user and its throughput should be at least 0.3 gigabits/second.

Specifications related to the Online Application Management Portal

A prospective candidate should be able
- to fill up the application form online after completing the initial registration process
- to specify choices during application regarding
    - level of the programme
    - programme names
    - preferences (in order) regarding programme location, if applicable
    - preferences (in order from 1 to 3) regarding test centre
    - program-specific information (GATE, INMO, Domicile status, etc.)

- to upload
    - photograph having reasonable specifications
    - signature
    - SC/ST/OBC-NCL/PwD/EWS certificate
    - domicile certificate
- to make payment as per the Application Fee structure based on Category
- to modify certain fields of the application within prescribed deadlines
- to save the data entered in the application form at intermediate stages and to retrieve the same at subsequent editing sessions prior to final submission
- to upload/submit certificate/other information at a later stage
- to download documents from his/her individual account
- to view a scanned copy of his/her recorded response in OMR answer sheet after the written tests have been conducted on the designated test date
- to challenge answer key and recorded response for OMR-based MCQ-type tests after the test during the period designated for this purpose

The administrator of the portal should be able to
- upload documents/information to candidates' individual accounts;
- generate admit card with information like Program name, test codes, test centre, photograph and signature;
- issue admit card (hall ticket) through portal;
- send certain notifications through portal through SMS and/or e-mail;
- associate test codes with programme names;
- map candidate details with the test centres;
- upload test attendance report to the portal;
- upload scanned images of OMR answer sheets;
- record/upload final OMR evaluation scores on the portal;
- generate reports to be shared with ISI;
- view admission related data;
- maintain and manage daily logs of all activities conducted through the portal and share them with ISI;
- transfer application fees collected (with interest) to ISI on a weekly basis, preferably on Fridays.

PART 2. SECURE SERVICES

- Printing and packaging of OMR answer sheets.
- Design of OMR sheet should be finalized (before March 20, 2023) in consultation with the members of the responsible committee formed by ISI. GSM of each OMR sheet should be at least 105.
- Printing of answer books (12 pages including covers) for short-answer type tests
  - Should be done using Maplitho paper (80 GSM) of size 23"×36". Cover design for the same will be provided by ISI.
- Printing of question papers for both type tests
  - Should be done using Maplitho paper (80 GSM) of size 20"×30". Sample and cover design for the same will be provided by ISI.

  - Question papers for most MCQ-type tests will be printed in two different sets as per details to be shared at an appropriate time with the Security Press and concerned persons.
- Packaging of question papers, OMR sheets and answer books
  - OMR sheets, question papers and answer books should be packed in sets of 25 each in sealed polypacks.
  - The entire lot should reach the respective test centres one day before the test and should be handed over to the safe custody of designated contact persons at the centres.
  - Number of answer books to be sent to a test centres should be double the number of candidates assigned to the centre.

PART 3: OPERATION OF 24×7 HELP/SERVICE DESK

The selected bidder shall
- operate a 24×7 Help/Service Desk (in the English language) to centrally log all enquiries, suggestions, complaints, for the candidates who will appear in the ISI Admission Test 2023 from the date of opening of the admission portal to June 30, 2023;
- appoint an Operations Manager to oversee the Service Desk operation and manage all escalations promptly;
- provide its own telephone, interactive voice response and email systems to log, track and report the calls and emails. The Service Desk shall escalate the calls and emails to the relevant parties for actions and track the status of the calls and emails periodically until they are closed by the callers.
- maintain daily log (shared with ISI) of the enquiries etc. and corresponding ATR.

PART 4: PREPARATION OF TEST CENTRES

- The minimum number of test centres to be 80 distributed judiciously all over India with consultation of ISI.
- Identification of appropriate Test Centres in selected cities, Test Centres should be easily

accessible via public transport; each test centre should be vetted and certified by authorized representatives of ISI.

- Assignment of candidates to test centres, programmes and test codes, and generation of centre-and room-wise attendance sheets with photographs and signatures from application data.
- Secure conveyance of Admission Test materials to test centres one day before the test date.
- Arrangement for CCTV surveillance for monitoring and supervising activities in individual rooms and control rooms at Test Centres through a monitoring console in ISI Kolkata. The data should be real-time data generated from each Test Centre for the duration of the test.
- Arrangements for capture of biometric information (photo and fingerprint) for verification of identity of candidates during written tests as well as interview if required.
- Appointment and training of supervisory personnel for each test venue on the test date in accordance with the following guidelines:
    o Exam Centre Administrator: 1
    o Invigilators: at least 1 per 25 candidates
    o Support Staff: Minimum 1 per 100 students (Suitability need to be justified with centres) and locations.
    o Security guards: Suitability need to be justified with centres
    o

5.2.   Examination Phase

Examination management will include

- deployment of adequately trained supervisory personnel at each test venue on the test date in accordance with the guidelines given above;
- conduct of Entrance Test at prescribed centres on May 14, 2023 (in 2 shifts on the same day in the same test centres);
- verification of identity and recording of attendance of candidates at the test centres during both sessions on the test, followed by collection of admit cards (hall tickets) in the final session;
- capture of biometric information (photo and fingerprint) for verification of identity of candidates during written tests as well as interview if required;
- management of CCTV surveillance to monitor and supervise activities in individual rooms and control rooms at each Test Centre via a monitoring console to be installed in ISI Kolkata, through real-time data generated from each Test Centre for the duration of the test;
- preparation of centre-wise attendance reports, which must be uploaded in the system after the admission test;
- secure conveyance of answer sheets for short-answer type tests, arranged according to test code and registration number, in sealed packages to ISI HQ at Kolkata, together with other used and unused test materials, **within three (3) days of the test date;**

The selected bidder will have full responsibility for the arrangement and management of all infrastructure and manpower required for conducting the Admission Test.

Specifications regarding Infrastructure

The selected bidder

- must have the requisite MOU's with the colleges/schools/institutions earmarked as test centres by **March 7, 2023**;
- shall arrange/provide adequate displays and required instructions/ information to the candidates appearing for test at the designated centres;
- providing adequate lights and fans in each room;
- providing enough support staff to each exam centre.
- shall ensure that adequate Generator facility is available at each Test centre for uninterrupted power supply;
- shall ensure safe and adequate drinking water as well as separate toilet facilities for both Boys and Girls at each Test centre;
- shall ensure checking of admit card of the candidates at the entrance gate of the Test centre, prohibiting entry of unauthorized persons;
- must ensure adequate spacing between two adjacent seats;
- must provide additional answer books to the candidates as per their requirement for the short-answer type tests;
- shall ensure that the signature of the candidate is taken in the attendance sheet in both sessions and verification of the signature in attendance sheet is done vis-à-vis the signature in the admit card;
- shall further ensure the verification of the identity of the candidate by matching his/her actual appearance with the photograph and captured biometric information if necessary;
- shall have a contingency plan for candidate management/shifting in case of any emergency;
- shall monitor and supervise activities in individual rooms of Test Centres via CCTV surveillance on monitoring console to be installed by the selected bidder in ISI Kolkata. The data should be real-time data generated from each Test Centre for the duration of the test;
- shall provide Soft Copy of Centre Master having Centre Details;
- shall obtain candidate's feedback through online Feed Back Form, after the test is over.

NOTE: ISI will provide
- **details regarding test codes and their mapping to individual programmes;**
- **rules/guidelines/instructions for candidates, centre supervisors and invigilators.**

5.3. Post-Examination Phase

Post-examination activities will include

- evaluation of OMR answer sheets and uploading of scanned OMR answer sheets and recorded responses to applicant accounts on the application portal together with scores. (Programme-wise scores of all candidates must be available in the form of a report in the system);
  - o The scanning device to be used must have a minimum scanning speed of 3500 sheets per hour. The make and model of the scanners to be used must be declared in advance, together with a plan for backup facilities as a precautionary measure in handling unfavourable situations such as malfunctioning of relevant devices.

- A demonstration of the system must be provided to ISI by **March, 2023**.
- Necessary stationery, scanners and other hardware, software, etc. must be arranged by the selected Vendor, who should have necessary backup facility to handle situations due to possible malfunctioning of any of the equipment. Only office space, required furniture and electrical power will be provided by the ISI. Also, if the selected vendor is not based in Kolkata, personnel engaged by it for this work will be provided boarding and lodging by ISI.
- The entire process of OMR sheets sorting, OMR scanning, copying of the scanned OMR sheets to a storage device like CD, handing over of initial answer keys, scoring of OMR sheets, uploading of scores etc. will be video monitored and recorded.

- allowing candidates to access their recorded responses to OMR-based tests after the test, via login to their individual accounts in the application portal;
- management of online challenge (with payment option) of answer keys and recorded responses via module integrated with application portal, through
  - notification to candidates by SMS and email of opening of challenge;
  - acceptance of challenges after receipt of challenge fee;
  - submission of submitted challenges to ISI for resolution;
  - refund of challenge fee against valid challenges as decided by ISI experts;
- preparation of results, MIS/customized report generation and handing over of the final results to ISI within the agreed timelines;
- data management and report generation.

The selected bidder shall
- prepare a detailed process manual to be handed over to ISI for approval;
- provide documented inputs and continued support for handling
  - Candidates queries
  - RTI queries
  - Court Cases

  During the following one-year period;
- archive the result and other examination data for future references after specified time, as per requirement of ISI.

6. Essential Pre-requisites

6.1.   Organizational Level

General

1) The bidder should be a company/ firm registered under the Indian Companies Act, 1956, with registered office in India.
2) The bidder must participate as a single entity. No consortium or group of companies will be allowed. Any deviation from this will be considered as a breach of contract and ISI will have non- negotiable liberty to take necessary action against such activities.
3) The bidder, if selected, shall be single point of contact with ISI and shall be solely

responsible for the execution and delivery of the work.

4) The bidder should have all relevant facilities and logistics available to execute the work.

5) The bidder should not have been blacklisted by central / state government departments / undertakings.

More specific pre-requisites for qualification are listed in Table I.

Important: Any revelation at a later date regarding suppression of facts will be considered to be a breach of contract and ISI will have full liberty to take appropriate action on its own against the bidder concerned.

Table I: Pre-requisites for Qualification

S.No.	Pre-qualification Criteria	Supporting Compliance
1.	The Bidder must be registered under the Indian Companies Act, 1956 and who have their registered offices in India. **Consortium of Bidders will NOT be allowed to participate.**	Copy of Certificate of Incorporation
2.	The Bidder must be ISO-27001 (Information Security Management System standards), ISO 9001 and ISO 20000 certified.	Copy of Certificates/Self Certificate
3.	The Bidder should be registered with appropriate tax authorities such as Income Tax, GST, etc.	Valid certificates of registration with these authorities
4.	The average annual turnover of the Bidder should preferably be at least Rs. 5 crores in the last 3 financial years	Audited Annual Accounts / certificate from chartered accountant should be enclosed.
5.	The Bidder should preferably have at least 100 employees on its payroll during the last 3 years.	Audit statement of previous financial year mentioning the number of full- time employees, or a certificate by the Company Secretary of the firm.
6. (a)	The Bidder should preferably have completed in the last 3 years at least 3 pan-India assignments, covering at least 10 states, 30 centres on a single day in a single shift	Work Orders and completion certificates
6. (b)	The Bidder must have conducted in the last 3 years at least 3 OMR-based tests for 20,000 or more candidates on a single day in a single shift.	

6. (c)	The Bidder must have conducted Paper Based Tests (PBTs) in at least 2 Metropolitan cities for over 3,000 candidates (in each of these cities) on a single day in a single shift during the last two years.	
6.(d)	The Bidder must have developed admission application portals for at least 2 academic institutions in the last 3 years and handled the receipt of application fees.	
6.(e)	The Bidder must have successfully conducted OMR evaluation of a minimum of 30,000 candidates in the last 3 years	
6.(f)	The Bidder must have arranged printing of question papers, from a reputed Security Press enlisted in the relevant Government-approved list, with experience of at least one such assignment in each of the last three years.	
7.	The bidder should have in-house quality assurance group and a strong quality management system to do quality check of the software.	Documentary proof should be submitted.
8.	The bidder should have its own or rented primary data centre with DR site infrastructure for Data Security. Data centres should be located in India in different seismic zones. The data centre must be TIER III and ISO certified. Data centre should be certified as per Government of India Guidelines.	Data Centre certificate should be submitted.
9.	The bidder should never have been blacklisted by any Central Government/ State Government/ PSU/ Government Bodies/ Autonomous Bodies/ Private Sector	Self-declaration signed by the Authorized Signatory should be submitted.

6.2. Assessment Platform Level

1. The selected bidder must own the complete source code of the software to be used for conducting the ISI Admission Test as per the Scope of Work specified in Section 5. They must have the copyright of the source code and all its components.

2. The bidder, if selected, should have all the necessary components and dependency of source code of application and OMR challenge-handling portals and other relevant software in place so that any change required in any of the components of the software can be undertaken by their in-house technical team. Required skills should be made available to make necessary configuration changes and customization as desired by ISI. The major/minor configuration changes in software requested by ISI must be met immediately. The bidder should have at least 50 employees on its payroll, employed in-house in India

for Conduct of the Admission Test, development of and maintenance of related software, networking and data security. The proof of ESI/PF registration or self-declaration shall be submitted.

3. Different versions of software code should be managed appropriately in a standard version control system within the organization.

4. Software code should have multiple backup systems in place so that source code can be recovered in case of any disaster.

5. The selected bidder should own the test cases and regression testing code to produce, to prove that they have done necessary testing of the software to scale up. Testing should not be limited to system features and functionality. The system used must be tested for Performance, Security, Usability, High-Availability, Business Continuity, and Disaster-Recovery.

6. The selected bidder should design a highly secure system and conduct security tests to verify that there are no vulnerabilities that can make the system susceptible to attacks. Comprehensive testing of source code, software binaries and the infrastructure must be carried out. Results of such security tests should be made available to ISI if requested.

7. The bidder should have in-house quality assurance group and a strong quality management system to do quality check of the software. Documentary proof for the same should be submitted.

8. Proper security provision for source codes shall be maintained.

9. The proposed software should be Government of India compliant CERT-IN certified for IT security.

10. The bidder should provide web application to monitor, from the control center at ISI, the pre-examination, during examination and post examination activities for all the test centers in India.

At any time before the submission of bids, ISI may amend this tender notice by issuing an addendum or corrigendum in writing or by standard electronic means. If the amendment is substantial, Bidder(s) shall be given reasonable time to make amendment or to submit revised bid and the deadline for submission of bids will be extended if required by ISI. ISI has right to cancel or
modify this tender notice.

Even though bidders may satisfy the above requirements, they may be disqualified if

a) they have made misleading or false representation or facts or deliberately suppressed the information to be provided in the forms, statements and enclosures of this document;

b) there is any record of poor performance such as abandoning work, not properly completing the contract or financial failures/weaknesses, or failure to preserve security/confidentiality of question papers, or tampering with answer sheets or results

c) confidential inquiry reveals facts contrary to the information provided by the bidder;

d) confidential inquiry reveals unsatisfactory performance in any of the selection criteria;

e) bidder is directly or indirectly engaged in any activity such as conducting of coaching

classes. etc., which can influence conduct of the Admission Test.

10.   Important Instructions

1. The successful bidder shall obtain declaration from their personnel (employed by them for the work) that none of them have any near relations (such as children, brother, sister, nephew and nieces of self and spouse) as well as anyone on whom they may have any special interest, is appearing in the ISI Admission Test in 2023.

2. The successful Bidder will be required to follow defined Software Change Management processes to manage changes in the software.

3. The successful Bidder must employ multiple backup systems including offline backups to securely maintain the software and its corresponding source code.

4. The successful Bidder will be required to have an in-house quality assurance and product testing team with a robust quality management processes that are followed to test and certify the system used. The bidder should maintain documented test cases and maintain evidence of successful test execution covering all test cases. Rigorous testing must be done for major as well as minor and patch releases.

5. Testing should not be limited to system features and functionality. The software used must be tested for Performance, Security, Usability, High-Availability, Business Continuity, and Disaster-Recovery.

6. The successful Bidder will be required to design a high-performance system and conduct performance tests to verify successful achievement of high concurrency, fast response time, and long-stress duration required of the system used to conduct application management, evaluation of OMR answer sheets and challenge management. Results of such performance tests should be made available for each major release of the system used to conduct the exam.

7. The successful Bidder will be required to design a highly secure system and conduct security tests to verify that there are no vulnerabilities that can make the concerned software system susceptible to attacks. Comprehensive testing of source code, software binaries, and the infrastructure must be carried out. Results of such security tests should be made available on request from ISI.

8. Suitable emergency management plans towards any crisis situations/redundancy of servers, nodes additional center locations, students' data etc. should be maintained by the successful Bidder.

9. The successful Bidder should be able to support the entire solution all over India on a 24 x 7 basis with a maximum response time of 3 hours.

10. At any time before the submission of bids, ISI may amend the tender by issuing an addendum in writing or by standard electronic means. The addendum shall be communicated to all bidders and will be binding on them. Bidders shall acknowledge receipt of all amendments.

11. If the amendment is substantial, Bidder(s) shall be given reasonable time to make amendment or to submit revised bid and the deadline for submission of bids will be extended by ISI.

12. The successful Bidder must sign an Agreement with ISI within one week of the issue of the work order. This will have a designated section on non-disclosure of any type of data related to this work to a third party at any time without permission from competent authority of ISI.

UNDERTAKING BY THE TENDERER
FOR
ACCEPTANCE OF TERMS AND CONDITIONS OF TENDER

(On the letterhead of the Bidder)

Ref: e-Tender ID No: _____, **dated** _____

Date: _____

I/We undertake that I/we have carefully gone through the Notice Inviting Tender, other tender documents mentioned therein, and I/we will abide by them. We also agree to accept corrigendum/corrigenda that may be published in future. My/our tender is offered taking due consideration of all factors, and if the same is accepted, I/we promise to abide by the stipulation of the tender documents, and complete the work to the total satisfaction of the Indian Statistical Institute.

My/our offer will remain valid for 180 days from the date of opening of tender.

I/we further undertake that the information submitted in this tender is true and correct in all respects and I/we hold my/our responsibility for the same.

I/we shall be responsible for rejection and/or cancellation of contract if the quality of service to be provided does not meet the expected standard. I/we shall be liable for legal proceedings if the service delivered is found inaccurate or not in accordance with the specification published in the tender.

Signature of the Tenderer with seal & date

Name of the Tenderer:

Postal Address:

Mobile Number:

Landline Number:

Email ID:

ANNEXURE A

List of Test Centres with respective available capacities
(additional Test Centres outside the list is recommended)

STATE	City	CODE	Capacity
A.P.	GUNTUR	GT	500
A.P.	VIJAYAWADA	VJ	600
A.P.	VISAKHAPATNAM	VP	600
ASSAM	DIBRUGARH	DG	300
ASSAM	GUWAHATI	GH	250
ASSAM	SILCHAR	SC	1000
ASSAM	TEZPUR	TZ	150
BIHAR	PATNA	PT-3	1000
Chhattisgarh	RAIPUR	RP	500
DELHI	DELHI (DH1)	DH_1	816
DELHI	DELHI (DH3)	DH_3	1000
DELHI	DELHI (DH11)	DH_11	800
DELHI	DELHI (DH12)	DH_12	600
GUJARAT	SURAT	ST	200
GUJRAT	AHMEDABAD	AD	1000
JHARKHAND	DHANBAD	DB	500
JHARKHAND	JAMSHEDPUR	JS	840
JHARKHAND	RANCHI	RN	600
KARNATAKA	BENGALURU	BG	800
KARNATAKA	MANGALORE	MN	500
KERALA	COCHIN	CO-01	1000
M.P.	BHOPAL	BP	500
M.P.	INDORE	ID	900
MAHARASTRA	MUMBAI	MB	500
MAHARASTRA	NAGPUR	NG	250
MAHARASTRA	PUNE(IISER)	PU	300
MAHARASTRA	PUNE(SPPU)	PU-1	350
MANIPUR	IMPHAL	IM	100
MEGHALAYA	SHILLONG	SL	500
MIZORAM	AIZWAL	AZ	200
NAGALAND	DIMAPUR	DM	200
ORISSA	BHUBANESWAR	BH	700
PUNJAB	CHANDIGARH	CH	400
RAJASTHAN	JAIPUR	JP-3	660
TAMILNADU	CHENNAI	CN	960
TAMILNADU	COIMBATORE	CM	200
Telangana	HYDERABAD	HY	1000

TRIPURA	AGARTALA	AG	100
U.P.	KANPUR	**KN**	1200

U.P.	LUCKNOW		**NA**
U.P.	VARANASI	**VN1**	1000
UTTARAKHAND	DEHRADUN	**DN**	1000
UTTARAKHAND	NAINITAL	**NL**	500
W.B.	KHARAGPUR	**KH**	500
W.B.	KOLKATA (SXC)	**CC-1**	1000
W.B.	KOLKATA (SXCS)	**CC-2**	1200
W.B.	KOLKATA (HIT)	**CC-11**	1500
W.B.	KOLKATA (BGC)	**CC-4**	1000
W.B.	MALDA	**MD**	500
W.B.	KHARDAH	**KD**	300
W.B.	BARRACKPORE		**NA**
W.B.	KALYANI		**NA**
W.B.	NARENDRAPUR		**NA**
W.B.	BARUIPUR		**NA**
W.B.	BARASAT		**NA**
W.B.	SALT LAKE		**NA**
W.B.	DURGAPUR	**DP**	1000
W.B.	BALURGHAT	**BL**	400
W.B.	SILIGURI	**SG**	300
	TOTAL		**32776**

ANNEXURE B

INDIAN STATISTICAL INSTITUTE

203, Barrackpore Trunk Road,
Kolkata - 700108, INDIA

Email : admissionsupport@isical.ac.in

ADMIT CARD FOR ADMISSION TEST 2019

Name and Address of the Candidate	Registration No.	
	JMTK-CC-0084	
	Programme Applied	
	Junior Research Fellowship in Mathematics	
Name and Address	Category	**Color Photo**
	GEN	
	PwD	
	No	
	Sex	
	Male	

TEST DATE	05-05-2019	TEST VENUE
Reporting Time	10:00	**Heritage Institute of Technology**
City	**KOLKATA**	**994 Madurdaha** **Chowbaga Road** **Anandapur** **P.O. East Kolkata Township** **Kolkata 700107**
City Code	**CC**	

TEST SHIFT	TEST CODE	SIGNATURE OF THE CANDIDATE
10:30-12:30	MTA	
14:00-16:00	MTB	

Signature

(Dean of studies)