

DRAFT NIT
As a reference to Pre-Bid Meeting

F.No. 2/6/2022-G.II
UNION PUBLIC SERVICE COMMISSION
GENERAL II SECTION

Subject: Implementation of Biometric Fingerprint Capturing of Candidates, QR Code Scanning of e-Admit Cards and Live CCTV Surveillance during upcoming UPSC's Examinations/Recruitment Tests.

UPSC intends to make use of current technology to match and cross-check the biometric details of candidates during the various stages of the examination process and also to monitor various activities of candidates during exams. In this regard, the Commission desires to undertake biometric capturing and authentication, digital fingerprint capturing of candidates, QR Code scanning of e-Admit cards and live CCTV surveillance of Exam venues. Accordingly, online bids are invited from PSU's having proven record and relevant experience in the field for implementation of the said project. Detailed Scope of Work/Technical Specifications may be seen at Annexure-I of this tender document. Manual bids shall not be accepted.

General Terms & Conditions

1. Procedure of Submission of Bids

The bids shall be submitted in two parts viz. technical bid and price bid on GeM portal. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading. The bids submitted by Fax/e-mail or any other mode shall not be considered. No correspondence will be entertained in this matter.

(a) Technical Bid

The following documents are to be uploaded on GeM portal by the bidder along with the Technical Bid as per the tender document:-

- (i) Signed scanned copy of Earnest Money Deposit (EMD) amounting to Rs. 5,11,00,000/-.
- (ii) Signed scanned copy of PAN card.
- (iii) Signed scanned copy of Goods and Services Tax Registration certificate.
- (iv) Signed scanned copies of I.T. returns of the bidder for the preceding three years i.e. 2020-21, 2021-22 & 2022-23.
- (v) Signed scanned copies of Audited Balance Sheets, Profit & Loss Account of the bidder for the preceding three years i.e. 2020-21, 2021-22 & 2022-23.

- (vi) Signed scanned copy of Certificate of Incorporation of the bidder.
- (vii) Signed scanned copies of Work Order and Completion Certificate during the last five years.
- (viii) Signed scanned copies of ISO 9001:2015 and ISO 27001:2013 (Information Security Management System Standard)/STQC certificate.
- (ix) Signed scanned copy of Technical Compliance Report (as at Annexure-II) w.r.t. Scope of Work.
- (x) Signed scanned copy of Certificate (as at Annexure-III) duly signed by the authorized signatory.
- (xi) Signed scanned copy of Undertaking (as at Annexure-IIIA) duly signed by the authorized signatory.
- (xii) Signed scanned copy of Declaration (as at Annexure-IV) duly signed by the authorized signatory.
- (xiii) Signed scanned copy of documentary proof that the bidder has its own/rental of Tier-3 Data Centre and DR recovery at 2 different locations within India for storage of sensitive data of examinations.
- (xiv) Signed scanned copies of all supporting documents as per checklist (Annexure-VI).

(b) Price Bid

The bidder will submit its rates in **the prescribed format on GeM portal** in accordance with the proforma for Price Schedule prescribed at **Annexure-V**. Rates should be quoted inclusive of taxes. Disclosing of quoted rates in any manner in the technical bid will result in summary rejection of the bid.

- (c) The **hard copy** of original instruments Earnest Money Deposit (EMD) of Rs 5,11,00,000/- (Rupees Five Crore Eleven Lakh Only) in the form of a Demand Draft/Pay Order/Banker's Cheque/Bank Guarantee/Fixed Deposit Receipt payable to the Secretary, UPSC must be delivered **to UPSC** on or **before bid submission end date/time** as per GeM terms & conditions.

2. Late Bids

The late bids i.e. the bids received after the specified date & time for receipt of bids shall not be considered.

3. Earnest Money Deposit

- (i) An Earnest Money Deposit (EMD) amounting to **Rs 5,11,00,000/- (Rupees Five Crore Eleven Lakh Only)** shall be deposited in the form of a Demand Draft/Pay Order/Banker's Cheque/Bank Guarantee/Fixed Deposit Receipt payable to the Secretary, UPSC at Delhi/New Delhi. No exemption would be permitted from submission of EMD except as provided in Rule 170 of GFR 2017 and GeM Rules. Bids without Earnest Money Deposit and in any form other than prescribed above will be summarily rejected.
- (ii) The EMD should remain valid for a period of forty-five days beyond the final bid validity period.
- (iii) The EMD of the unsuccessful bidders would be returned to them after the finalization of the tender. No interest on EMD would be payable by UPSC under any circumstances.

4. Performance Security

- (i) The successful bidder will be required to furnish Performance Security @5% of the total value of the contract within 21 days of award of contract. The Performance Security shall remain valid till sixty days beyond the date of the completion of all contractual obligations including warranty obligations, if any. The Performance Security shall be in the form of Demand Draft/Pay Order/Bank Guarantee in favour of Secretary, UPSC payable at Delhi. The Performance Security would be retained by the Commission till satisfactory completion of the project.
- (ii) It should be clearly understood that in the event of the work not being completed as per the Scope of Work and time schedule laid down by the UPSC, the Performance Security is liable to be forfeited. This will be in addition to the liquidated damages/penalty, if any, which may be imposed as specified in the terms and conditions hereto. The EMD would be refunded to the successful bidder on receipt of Performance Security. No interest on Performance Security would be payable by UPSC under any circumstances.

Eligibility Criteria

5. The bidder shall be a legally valid entity in the form of a PSU.

6. The bidder has to be a profit-making entity and shall have annual turnover of at least **Rs 100 Crore** during each of the last three financial years i.e. 2020-21, 2021-22 & 2022-23. In support of the turnover, the bidder shall submit the following documents:-
 - (i) IT Returns of the bidder for the preceding three years i.e. 2020-21, 2021-22 & 2022-23.
 - (ii) Audited Balance Sheets, Profit & Loss Account of the bidder for the preceding three years i.e. 2020-21, 2021-22 & 2022-23.

(iii) Certificate Chartered Accountant (CA) clearly stating the annual turnover of the bidder during the preceding three years i.e. 2020-21, 2021-22 & 2022-23.

7. (i) The bidder should possess experience in conducting at least 02 projects related to biometric authentication/digital fingerprint capturing of candidates, QR Code scanning of e-Admit cards and live CCTV surveillance of Exam venues for examination-based projects for at least 1,00,000 candidates in a single shift during the last 5 (five) years in Government departments, Public Sector Undertakings (PSU's), Public Service Commissions or Govt. bodies/organizations involved in examination work. Such projects should have been conducted in at least 05 (five) States/UT's across the country. In this regard, at least two (02) Work Orders along with their completion certificates are to be attached with the technical bid.

(ii) In addition to the above, the bidder must also have the capability to conduct the project for at least 11 Lakh candidates in a single slot in the cities as listed at Annexure-IA. In this regard, the vendor shall submit an undertaking as per proforma mentioned in Annexure-III A.

8. The bidder should have valid ISO 9001:2015 and ISO 27001:2013 (Information Security Management System Standard)/STQC certificate. Documentary proof to be submitted along with Technical Bid.

9. The bidder should have its own/rental of Tier-3 Data Centre and DR recovery at 2 different locations within India for storage of sensitive data of examinations. In this regard documentary proof is to be submitted.

Other Terms & Conditions

10. The contract shall be **valid for a period of 3 (three) years** from the date of award of the contract. However, UPSC may, at its discretion, extend the contract for a further period of another one year on the same terms, conditions & rates and as per GeM terms & conditions. UPSC may also terminate the contract by giving one month's notice at any point of time of the contract.

11. The bidder shall submit a certificate stating that all the terms and conditions of the tender are acceptable to them (Annexure-III). The bidder shall also furnish a clause by clause Technical Compliance Report (Annexure-II) with respect to the Scope of Work. In case of deviations, a statement of the deviations in activities/scope w.r.t. tender document conditions shall be given by the bidder. UPSC, however, reserves the right to accept or reject them and will not be bound to give reasons for its refusal to consider the bid with such deviations.

12. In the event of breach of contract with respect to scope of work and terms and conditions of the tender document, the bidder may be debarred/blacklisted in addition to liquidity damages, penalty and forfeiture of performance security.

13. Hypothetical and conditional bids will not be entertained.

14. The Agency will be responsible for arranging the equipment in perfect working condition and will have to post adequate number of trained personnel for the day of Test/Examination.
15. Depending upon number of candidates and the centres in the Examination, requirement of the scanning of QR code, Digital Fingerprint capturing and biometric authentication facilities may vary from 9 to 3000 venues in 9 to 79 centres. Personality Test/Interview will be done in Delhi.
16. Service provider will affix different identification mark on the e-Admit card in each session to enable examination functionaries to ascertain that the QR Code scanning/Biometric fingerprints of the candidate have been done.
17. Service provider will not enter the Examination Hall/Room to capture Biometric attendance and/or scan QR Code.
18. Workmanship and material used should be of the best quality.
19. Sub-standard or poor quality of work in terms of infrastructure/technical manpower shall not be acceptable.
20. The hardware required for the job shall be provided and maintained by the bidder and Training/sensitization of staff deployed at the examination Centres shall be imparted by the service provider.
21. Examination Schedule and the detailed list of Examination centres/venues will be provided to the successful bidder. The examination centres may be changed in any examination at any time.
22. Internet connectivity and power backup will be arranged by the Vendor himself.
23. No charges for transportation etc. will be paid by the Commission.
24. Vendor will set up a Control Centre in UPSC to depict the attendance (Centre-wise/Venue-wise) on real time basis.
25. Rates shall be quoted in Indian Rupees only and shall include all charges related to transportation & installation of the systems at the venues/Centres.
26. Income Tax: Recoverable at source from tender bills, as applicable.
27. No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified herein on GeM portal. Withdrawal of a bid during the interval may result in forfeiture of EMD of such bidder.
28. In the event of the bidder or the concerned division of the bidder being taken over/bought by another bidder, all the obligations and execution responsibilities under the agreement shall pass on to the new bidder.

29. The bidder should not have been debarred/blacklisted by any Organization/Board/Council/University/Commission and any other Government /PSU/Government undertaking organization in the last five years.
30. The bidder shall execute the work strictly in accordance with the terms and conditions of NIT including Scope of Work.
31. The vendor will have to make necessary arrangements at all the venues/centers as per the requirement communicated by the Commission.
32. Bid should strictly conform to the scope of work mentioned at Annexure-I. All bidders are required to fill the technical compliance statement (Annexure-II) without which the bid is liable to be rejected.
33. **Risk Purchase Clause:** If the bidder after submission of bid and due acceptance of the same i.e. after the placement of order fails to abide by the terms and conditions of the tender document and/or fails to execute the work as per prescribed schedule given or at any time repudiates the contract, the UPSC will have the right to forfeit the EMD, invoke the performance security, deposited by the bidder and get the work done from other entity at the risk and expense of the bidder. The cost difference between the alternative arrangement and bidder's bid value will be recovered from the bidder along with other incidental charges. In case UPSC is forced to get the work done through alternative sources and if the cost is lower, no benefit on this account would be passed on to the bidder.
34. **Evaluation of Bids**
 - (i) Technical bids would be evaluated based on eligibility criteria, compliance with the scope of work, other terms & conditions of the tender and GeM terms & conditions.
 - (ii) Financial bids of only those bidders would be opened whose technical bids have been approved by the Competent Authority of UPSC. L-1 bidder will be decided based on the total rates quoted by the bidder inclusive of taxes.
35. The bidder shall maintain data security and confidentiality and shall not divulge any details, whatsoever, pertaining to the project to anybody without the prior permission of UPSC.
36. The bidder shall not sub-contract the operational aspects and will be solely responsible for the safe and smooth execution of the project.
37. **Liquidated Damages:** The successful bidder has to execute the work strictly as per scope of work and in accordance with the terms & conditions of the tender. In the event of failure to abide by the tender terms & conditions, UPSC may, without prejudice to any other right or remedy available, recover any such amount suffered as loss from the vendor as ascertained/assessed by this office as liquidated damages in addition to forfeiture of Performance Security submitted by the vendor.

38. **Payment Terms:**

- (i) Payment will be made on the basis of admit card issued to the candidates shift-wise.
- (ii) 90% payment would be released on successful conduct of Examination/Recruitment Test by the successful bidder and handing over of the complete data to the satisfaction of User Branch and IS Wing of UPSC.
- (iii) Remaining 10% payment would be released after conduct of interviews of the relevant Exam/RT and analysis of data, rectification of discrepancies, if any, by the bidder and upon certification by User Branch and IS Wing of the Commission.

39. **Performance:** The Vendor has to ensure 100% coverage at all Venues of an Examination/Recruitment Test.

40. **Penalty Clause:**

(i) In case the Vendor has not deployed its set-up at any Venue or number of Venues, the payment for Venue shall not be paid by the Commission. In addition, a penalty of 10 times of the payment due for the Venue or Venue (s), shall also be imposed on the vendor.

(ii) In case any impersonation, attributed to underperformance of the Vendor at any Venue, the payment for Venue shall not be paid by the Commission. In addition, a penalty of 50 times of the payment due for the Venue shall also be imposed on the Vendor.

41. **Force Majeure:** On the occurrence of any unforeseen event, beyond the control of either Party, directly interfering with the delivery of Services arising during the currency of the contract, such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the affected Party shall, within a week from the commencement thereof, notify the same in writing to the other Party with reasonable evidence thereof. Unless otherwise directed by the Procuring Entity in writing, the contractor shall continue to perform its obligations under the contract as far as reasonably practicable and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. If the force majeure condition(s) mentioned above be in force for 90 days or more at any time, either party shall have the option to terminate the contract on expiry of 90 days.

42. **Arbitration:** Any dispute or difference whatsoever arising between UPSC and the successful bidder out of or relating to the conclusion, meaning and operation or effect of this contract or the breach thereof shall be settled by the Arbitrator to be appointed by Secretary UPSC, in accordance with the provisions of Arbitration and Conciliation Act, 1996 and the award in pursuance thereof shall be binding on UPSC & the successful bidder. The venue of Arbitration shall be at Delhi.

43. **Jurisdiction:** Subject to the arbitration herein above provided, any suit or proceedings to enforce the right of either of the parties hereto shall be instituted in and tried only by the courts in Delhi and by no other court, and both the parties hereto hereby expressly agree to submit to the jurisdiction of such court.
44. The UPSC reserves the right to accept or reject all or any of the bids without assigning any reasons. The decision of the Secretary UPSC would be final and binding.
45. The tender notice is also available on UPSC's website: www.upsc.gov.in

(R.K. Dixit)
Under Secretary (G-II)

ANNEXURE-I

Scope of Work

UPSC is an apex body entrusted with the task of conducting of examinations for appointment to the services of the Union. In a calendar year, UPSC conducts 13 major examinations along with a number of Recruitment Tests and Interviews for induction to Group 'A' and Group 'B' posts of the Govt. of India. With a view to strengthen the objective of transparent examination scheme and to curb the malpractices of the candidates, the Commission desires to incorporate the use of technologies for monitoring through video surveillance, scanning QR Code of e-Admit Cards and Digital finger-print capturing against e-Admit Card Roll Nos. and authentication at the stage of interview.

A. For Scanning of QR Code/barcode

Project Objective:

UPSC is keen to implement Scanning facility of QR Code/barcode printed on e-admit cards of candidates which provides an added layer of security to authenticate a candidate's identity during Commission's examinations at various cities/ sub-centres spread across the country under secure environment. Depending upon number of candidates and the centres in the Examination, requirement of the scanning of QR code, Digital Fingerprint capturing and biometric authentication facilities may vary from 9 to 3000 venues in 9 to 79 centres. Personality Test/Interview will be done in Delhi. At least one QR code/barcode scanner integrated hand-held portable device/ Tablets is required for every 30 candidates. The examination schedule and the detailed list of examination centers/venues will be provided by UPSC to the successful bidder at least two weeks prior to conduct of the examination. The bidder will have to ensure the implementation of module for scanning of QR Code/barcode in e-Admit Cards with the following functionalities:-

1. UPSC will provide centre-wise candidate data (Roll numbers, Photos, Name, Exam date/shift, Center Details etc.) of all registered candidates to the bidder. Bidder will then use this data to verify the candidate's details through Scanning of QR Code/barcode printed on E-Admit Card to verify the candidate's identity during the examination and subsequent stages of the process.
2. Bidder will have to install QR code/barcode scanner integrated hand-held portable device/ Tablets, along with manpower at each & every Examination centre at the time of examination.

3. Bidder's manpower should reach the examination center at least two hours before the exam time on the day of examination and download the candidates' data on a tablet.
4. The implemented solution should have the provision of real-time attendance monitoring system through secured web server.
5. Bidder has to maintain the entire database and application server at two different seismic zones within India, making one site as DC (Data centre) and other site as DR (Disaster recovery).
6. Bidder's manpower present at the center will have to scan the QR code/barcode containing details of the candidate to auto-fetch the candidate's details from the Application Database (provided by UPSC). During the scanning process the student's information is immediately retrieved and the same can be instantly matched and verified.
7. The entire scanning process should be completed through a Tablet device loaded with E-Admit Card QR Code/barcode Scanning software. All activities should be completed before the beginning of examination.
8. The bidder has to perform physical verification of Candidate photo with application database (provided by UPSC) at the time of security gate entry.
9. QR code/barcode scanning activity shall not be stopped on any ground and scanning/verification work must be completed during the stipulated time period of the examination.
10. The bidder should not take away any data either in hard copy or soft copy and the work is to be carried out in the designated exam centres.
11. The bidder will depute at least One QR code/barcode scanner integrated hand-held portable device/Tablets per manpower on every 30 candidates during the Examination and subsequent stages of the process as & when scheduled by UPSC. Additional Hand-held devices should be made available as per normal practice in case of emergency.
12. The bidder will have to ensure that the all the devices must be functional and QR code/barcode of each and every candidate's e-admit card who have appeared in the examination at each centre is scanned.
13. If the examination is conducted in two or more shifts in a day at a centre, the activity should be performed separately in all the shifts during the duration of examination.
14. After completion of work, the bidder has to submit self-attested centre-wise work completion certificate to the UPSC.
15. Solution should not be Laptop/PC based. It should be QR code/barcode scanner integrated hand-held portable device/ Tablets only.

B. For Digital Finger-Print Capturing

Project Objective:

UPSC is keen to implement digital finger-print capturing facility for candidates in the examination hall which provides an added layer of security to authenticate a candidate's identity during Commission's examinations at the various cities/ sub-centres across the country under secure environment. Depending upon number of candidates and the centres in the Examination, requirement of the scanning of QR code, Digital Fingerprint capturing and biometric authentication facilities may vary from 9 to 3000 venues in 9 to 79 centres. Personality Test/Interview will be done in Delhi. At least one hand-held portable device/ Tablets is required for every 30 candidates. The examination schedule and the detailed list of examination centers/venues will be provided by UPSC to the successful bidder at least two weeks prior to commencement of the examination. The bidder will have to ensure the implementation of Digital finger-print capturing against e-Admit Card Roll Number in the Examination Hall with the following functionalities:-

1. UPSC will provide centre-wise data (Roll numbers, Photos, Name, Exam date/shift etc.) of all registered candidates to the bidder. Bidder will then upload this data on their cloud against respective center details for all shifts. Uploaded data will be used for Finger-print capturing against Admit Card Roll Number in the Examination Hall and candidate verification during the subsequent stages of the examination process.
2. Bidder will have to deploy QR code scanner integrated hand-held device for Fingerprint capturing along with manpower at each & every Examination centre to carry out biometric capturing activity.
3. Center/Venue-wise candidate data to be downloaded in hand-held devices deployed at respective centers/venues, this activity should be done one day before the examination. All devices should have data stored in secure & encrypted format to ensure that it cannot be reverse engineered.
4. QR code containing roll number on the Admit card of the candidate should be scanned/read to auto-fetch the candidate details from Application Database (provided by UPSC) and in case, QR is missing on admit card, then manual entry of roll number with candidate's information has to be made. This will be followed by capturing of candidate's Fingerprint data by the Hand-held device. This activity shall be performed in the entry of the examination hall and in each and every shift. All activities should be completed 30 minutes before commencement of an examination.
5. Solution should have provision of real-time attendance monitoring system through a secured central web server.

6. Bidder has to maintain the entire database and application server at two different seismic zones within India, making one site as DC (Data centre) and other site as DR (Disaster recovery).
7. During the above activity it should be ensured that:
 - A candidate assigned at center C1 cannot be enrolled at any other center C2.
 - While manually entering candidate's Roll No. during enrolment process, 2 candidates with different Roll Nos should not be enrolled on a single Roll No. due to any typo error.
8. System should have provision for real time monitoring of the enrolment activity with GPS coordinates against every enrolment and time stamp to ensure that enrolment is done during the defined shift.
9. Bidder should deploy de-duplication algorithm across the database to avoid the duplicity of enrollment records.
10. Biometric activity shall not be stopped on any ground and data capturing /identification work must be completed during the stipulated time period of the examination.
11. After the completion of activity as per scope, the bidder will hand-over the entire captured data in HDD in a sealed manner with super scribing Exam Name along with report and forwarding letter duly signed by the bidder to the UPSC, on the day of examination.
12. The bidder shall not be allowed to take away any data either in hard copy or soft copy and the work is to be carried out in the designated exam centres.
13. The Bidder must verify identity of the candidates from the captured data taken during the examination at the time of interview/verification process as scheduled by UPSC.
14. The bidder will depute at least One Hand-held Fingerprint scanner device per manpower on every 30 candidates during different Examination stages as & when scheduled by UPSC. Additional Hand-held devices should be made available as per normal practice in case of emergency.
15. The bidder will have to ensure that the all the devices must be functional and has captured Fingerprint& Photographs of each and every candidate who have appeared in the examination at each centre.
16. If the examination is conducted in two or more shifts in a day at a centre, the activity should be performed separately in all the shifts during the duration of examination.
17. After completion of work, the vendor has to submit self-attested venue-wise work completion service certificate duly signed/verified by Venue Supervisor to the UPSC.
18. Solution should not be Laptop/PC based. It should be Hand-held device integrated with STQC approved Hand-held scanner only.

C. For Live CCTV Surveillance during Examinations/Recruitment Tests

Project Objectives:

UPSC is keen to implement CCTV/video surveillance with recording and live broadcast system to monitor various activities of the candidates and other persons deployed to conduct Commission's Examinations at the various cities/ sub-centres across the country under secure environment. Video surveillance facility is required at around 9500 venues in 79 cities pan-India. Each venue requires around 4 CCTV cameras (**2 in the Control Room of Venue Supervisor and 2 for entry gate and place where biometric capturing and QR Code Scanning will be done**) to be installed. Examination schedule and the detailed list of examination centers/venues will be provided by UPSC, at least two weeks prior to conduct of examination. The bidder will have to ensure installation/implementation of the required video surveillance system with the following functionalities.

1. Installation of CCTV Color cameras should be made on the day of arrangement/One day in advance from the scheduled date of examination and/or the same should be installed in such a way that the CCTVs are required to be functional for one hour before the scheduled time of commencement of the examination and must be operational till half an hour after the completion of the examination.
2. The bidder shall have to make arrangement for remote live viewing and recording CCTV Systems of all examination centres, at Control Room, UPSC. Without uninterrupted viewing facility at Control Room set up at UPSC, the will not be considered complete.
3. To organize and provide required manpower to install the CCTV devices at the Centers.
4. Bidder has to maintain the entire database and application server at two different locations within India, making one site as DC (Data centre-Cloud based) and other site as DR (Disaster recovery- Cloud based).
5. CCTV feed data should travel through secured VPN Tunnel and one copy should be maintained at Cloud based storage for a period of 60 days from the date of Examination.
6. In case of Live CCTV surveillance, Cameras should be connected to Internet to relay the data to Control room setup at UPSC, New Delhi. Bidder has to ensure that 100% live camera feed is made available at UPSC control room at all times during the entire duration of examination under secure environment.
7. For multiple streaming/viewing of live CCTV Feed in UPSC control room, the LED screens set up by the bidder should be able to identify state, city and exam centre.
8. As a mechanism to handle the live CCTV coverage of about 3000 venues at the UPSC control room, the bidder is required to arrange a Video Management Software Platform and adequate internet connectivity.
9. The bidder has to arrange a mock at all the centres one day before the exam/on the day of arrangement
10. Bidder has to make available at least 10 x 12 feet video screen/ wall at UPSC Control room with adequate manpower and laptops.

11. During the period of examination, CCTV facility shall not be interrupted due to any technical fault etc., and the bidder shall take due care of functioning of CCTV with adequate backup of CCTV during the conduct of examination and as per the time period mentioned in the Work Order of respective assignments.
12. The bidder is required to submit complete recording of the entire examination duration within approximately 07 working days of successful completion of the examination for the Examination having centres upto 79 or more.
13. Computer/ Laptop and manpower will be provided by Bidder in UPSC Control Room.
14. Providing the Internet, power backup and other arrangements on every Exam center would be in the scope of Bidder.
15. Power supply will be arranged by UPSC at Centre Level.
16. Bidder should have adequate number of Color CCTV cameras available (as backup) in case of emergency.
17. The bidder has to ensure the requisite security protocols to avoid unauthorized access of the CCTTV cameras as per following details:-
 - Data security protection of data storage, transmission, sharing and destruction to avoid data leakage, tampering and destruction for Video Encrypted transmission/download/store: AES256 Encryption
 - Application Security: Forming a closed-loop security protection structure based on authentication, authorization and auditing to strengthen the self-security capabilities of application-layer service
 - (i) Security Algorithm: HASH Algorithm
 - (ii) Authority Management : RBAC Mode
 - (iii) Session security policy: source host bounding & real time monitoring of brute force
 - Network Security: Security alarm, firewall and other attack defense technologies to improve the detect and defense capabilities of network attacks
 - (i) Access control: anti ARP & snooping technology
 - (ii) Security alarm: 802.1x framework
 - (iii) Attack defense: illegal IP access, session cracking, exceeding session connection limit
18. Bidder has to install CCTV camera as per list of Centres provided by the UPSC for close observation of activities of the candidates in the Control Room of Venue Supervisor and entry gate and place where biometric capturing and QR Code Scanning will be done.

Technical Specifications for CCTV Camera

Sr. No.	Feature	Specification
1.	Image Sensor	1 /3" 2MP HQIS Pro Image Sensor
2.	Minimum Illumination	0. 01Lux/F2.1(Colour), 0Lux/F2.1(IR on)
3.	Shutter Speed	Auto/Manual, 1s-1/100000s
4.	White Balance	Auto/Manual
5.	Gain Control (AGC)	Auto/Manual
6.	Lens	3.6mm (6mm optional)
7.	Back Light Compensation	BLC/ HLC/ DWDR
8.	S/N Ratio	More than 50Db
9.	Video Compression	H.264/ H.264H/ 11.2648/ MJPEG
10.	Resolution	1080P(1920x1080)/720P(1280x720)/01(704x576/704x480)/CIF(352x288/352x240)
11.	Frame Rate	Main Stream :1080P(1 25/30fps), Sub Stream :01(1 25/30fps)
12.	Privacy Mask	Up to 4 areas
13.	ICR	Auto (ICR)/Colour/B/W
14.	Protocol	IPv4/IPv6, HTTP, HTTPS, SSL, TCP/IP, UDP, UPnP, ICMP, IGMP, SNMP, RTSP, RTP, SMTP, NTP, DHCP, DNS, PPPOE, DONS, FTP, IP Filter, ONVIF, QoS, Bonjour
15.	Ethernet	14.1-45 (10/100Base-T)
16.	Smart Phone	iPhone, iPad, Android, Windows Phone
17.	IR	IR Range of 30 Mtr. Or higher
18.	Ingress Protection	IP67
19.	Operating Temperature	-30°C-+60°C, Less than 95%RH
20.	Power Source	DC12V, PoE (802.3a0)
21.	Power Consumption	<3.8W(IR on)
22.	Dimension	0108mm x 84mm
23.	Weight	0.25 Kg (with package 0.38Kg) or less

Annexure-IA

List of Cities where UPSC is planning to conduct the upcoming Exams/Recruitment Tests

S.No.	Centre Name
1	1 - Ahmedabad
2	2 - Prayagraj
3	3 - Bengaluru
4	4 - Bhopal
5	5 - Mumbai
6	6 - Kolkata
7	7 - Cuttack
8	8 - Delhi
9	9 - Dispur (Guwahati)
10	10 - Hyderabad
11	11 - Jaipur
12	12 - Chennai
13	13 - Nagpur
14	14 - Dehradun
15	15 - Patna
16	16 - Shillong
17	17 - Shimla
18	18 - Srinagar
19	19 - Thiruvannthaprm
20	20 - Puducherry
21	21 - Aligarh
22	22 - Jodhpur
23	24 - Kochi
24	26 - Lucknow
25	34 - Jammu
26	35 - Chandigarh
27	36 - Panaji(Goa)
28	37 - Port Blair
29	38 - Aurangabad
30	39 - Dharwar

31	40 - Madurai
32	41 - Ranchi
33	42 - Gangtok
34	43 - Kohima
35	44 - Imphal
36	45 - Agartala
37	46 - Jorhat
38	47 - Aizawl
39	48 - Itanagar
40	49 - Raipur
41	50 - Tirupati
42	51 - Vishakhapatnam
43	52 - Udaipur
44	53 - Sambalpur
45	54 - Bareilly
46	56 - Coimbatore
47	57 - Kozhikode
48	58 - Gautam Budh Ngr
49	59 - Ghaziabad
50	60 - Gorakhpur
51	61 - Varanasi
52	62 - Vijayawada
53	63 - Gurgaon
54	64 - Faridabad
55	65 - Navi Mumbai
56	66 - Pune
57	67 - Thane
58	68 - Jabalpur
59	69 - Gwalior
60	70 - Ludhiana
61	71 - Ajmer
62	72 - Rajkot
63	73 - Mysuru
64	74 - Vellore
65	75 - Tiruchirapalli
66	76 - Ananthapuru
67	77 - Bilaspur
68	78 - Indore
69	79 - Agra

70	80 - Gaya
71	81 - Siliguri
72	82 - Warangal
73	83 - Leh
74	84 - Srinagar(UK)
75	85 - Almora(UK)
76	86 - Nashik
77	87 - Surat
78	88 - Dharamshala
79	89 - Mandi

Annexure-IB

List of Examinations/Recruitment Tests along with number of candidates (tentative) and number of shifts for implementation of Biometric Authentication, Digital Fingerprint Capturing, QR Code Scanning and CCTV surveillance:

I. For the year 2023:

S. No.	Name of Exams/RTs	Date of Conduct of Examinations/RTs	Tentative Number of candidates applied	No. of Shift
1	Engineering Services (P) Exam, 2023	19.02.2023	83963	2
2	Combined Geo-Scientist (P) Exam, 2023	19.02.2023	24918	2
3	Combined Sos/Steno Grade, 2018	11.03.2023 (2 Days)	2782	2
4	Steno Grade Typing Test	18.03.2023 (2 Days)	268	2
5	RT (Skill Test)	26.03.2023	73	2
6	RT -II to RT-V	01.04.2023 (2 Days)	6325	2
7	NDA & NA Exam (I), 2023	16.04.2023	420774	2
8	CDS Exam(I), 2023	16.04.2023	230796	3
9	Civil Services (P) Exam, 2023	28.05.2023	1028209	2
10	I.E.S./I.S.S. Exam, 2023	23.06.2023 (3 Days)	6896	2
11	Combined Geo-Scientist (Main) Exam, 2023	24.06.2023 (2 Days)	2152	2
12	Engineering Services (Main) Exam, 2023	25.06.2023	3524	2
13	APFC in EPFO Exam, 2023	02.07.2023	953553	1
14	Combined Medical Services Exam, 2023	16.07.2023	50335	2
15	Central Armed Police Force (ACs) Exam, 2023	06.08.2023	162716	2
16	RT VIII to RT XII	19.08.2023 (2 Days)	14961	2
17	Combined SOs Grade-B 2019-2020	26.08.2023 (2 days)	4183	2
18	NDA & NA Exam (II), 2023	03.09.2023	343452	2
19	CDS Exam(II), 2023	03.09.2023	179353	3
20	Civil Services (Main) Exam, 2023	15.09.2023 (5 Days)	14624	2
21	CISF AC(EXE) LDCE-2023	01.10.2023	1062	2
22	RT XIV to RT XVI	07.10.2023 (2 Days)	36132	2
23	Combined SOs Grade-B 2021-2022	14.10.2023 (2 Days)	6327	2
24	RT XVII to RTXX	04.11.2023 (2 Days)	7203	2
25	Indian Forest Service (Main) Exam, 2023	26.11.2023 (7 Days)	1669	2

26	Combined Sos Grade-B 2023	09.12.2023 (2 Days)	5134	2
27	RT XXI to RTXXII	17.12.2023 (2 Days)	16990	2
Total			3608374	

II. For the year 2024:

S.No	Name of Exams/RTs	Date of Conduct of Examinations/RTs	Tentative Number of candidates likely to apply	No. of Shift
1	RTs	13.01.2024 (2 Days)	25000	2
2	Engineering Services (P) Exam, 2024	18.02.2024	84000	2
3	Combined Geo-Scientist (P) Exam, 2024	18.02.2024	25000	2
4	RTs	24.02.2024 (2 Days)	25000	2
5	CISF AC(EXE) LDCE-2024	10.03.2024	1100	2
6	RTs	09.03.2024 (2 Days)	25000	2
7	NDA & NA Exam (I), 2024	21.04.2024	345000	2
8	CDS Exam(I), 2024	21.04.2024	180000	3
9	Civil Services (P) Exam, 2024	26.05.2024	1030000	2
10	I.E.S./I.S.S. Exam, 2024	21.06.2024 (3 Days)	7000	2
11	Combined Geo-Scientist (Main) Exam, 2024	22.06.2024 (2 Days)	2200	2
12	Engineering Services (Main) Exam, 2024	23.06.2024	3600	2
13	RTs	06.07.2024 (2 Days)	25000	2
14	Combined Medical Services Exam, 2024	14.07.2024	51000	2
15	Central Armed Police Force (ACs) Exam, 2024	04.08.2024	165000	2
16	RTs	10.08.2024 (2 Days)	25000	2
17	NDA & NA Exam (II), 2024	01.09.2024	345000	2
18	CDS Exam(II), 2024	01.09.2024	180000	3
19	Civil Services (Main) Exam, 2024	20.09.2024 (5 Days)	15000	2
20	RTs	19.10.2024 (2 Days)	25000	2
21	Indian Forest Service (Main) Exam, 2024	24.11.2024 (7 Days)	1700	2

22	S.O./Steno (GD-B/GD-I) LDCE	07.12.2024 (2 Days)	4200	2
23	RTs	21.12.2024 (2 Days)	25000	2
TOTAL-			2614800	

Note:

The above list is tentative and for reference purpose only. The Examinations/RTs and/or number of candidates may increase or decrease in the forthcoming exams/RTs.

ANNEXURE-II

Compliance Report w.r.t. Scope of Work

We (Name of Firm) _____ hereby furnish the technical compliance report as per NIT as under:-

Sr. No.	Particulars	Compliance Report (Yes or No)	Page No.
1	We confirm the acceptance & understanding of deliverables by the bidder with respect to Scope of Work (Annexure-I) and other terms and conditions of NIT.		
2	Bidder should have its own/rental site of Tier-3 Data centre and Disaster recovery at 2 different locations within India for storage of sensitive data of examination.		
3	Bidder should have Signed scanned copies of ISO 9001:2015 and ISO 27001:2013 (Information Security Management System Standard)/STQC certificate.		
4	Please confirm that at least one QR code/barcode scanner integrated hand-held portable device/Tablets per manpower on every 30 candidates during the Examination		

*The bidder must provide all the requisite details along with reference page number in separate sheet.

The following are the deviations in activities/scope w.r.t. tender document conditions:-

Dated:	Signature:
Name of Firm:	
Firm Seal:	

ANNEXURE-III

We _____
_____ (Name & Address of the bidder) have in
response to your NIT Dt. _____ submitted a technical & financial bid for the said
tender. As required under NIT, we hereby certify as under: -

1. That all the terms and conditions of the tender are acceptable to us.
2. That we have not been penalized or convicted for concealment of income/wealth during the immediately preceding three years.
3. That we fully understand the Scope of Work specified in the NIT and our bid is strictly in accordance with the Scope of Work.
4. That we shall maintain data security and confidentiality and shall not divulge any details, whatsoever, pertaining to the project to anybody without the prior permission of UPSC.
5. That we have not been debarred/blacklisted by any Organization/Board/Council/University/Commission and any other Government/PSU/Government undertaking organization in the last five years.

(Authorized Signatory)
Name & Address of the bidder
Phone No. of Authorized Signatory

ANNEXURE-III

UNDERTAKING

We _____ (Name of the bidder) hereby affirm that we have the capability to conduct the project for implementation of biometric authentication, digital fingerprint capturing of candidates, QR Code scanning of e-Admit cards during UPSC Exam/RT venues for at least 11,00,000 candidates in a single slot in the ____ centres as mentioned in Annexure-IA of this document.

(Authorized Signatory)
Name & Address of the Bidder
Phone No. _____

ANNEXURE-IV

DECLARATION

I _____ s/o/d/o Shri
_____ hereby declare that none of the relatives
of any employee of my organization is employed in Union Public Service Commission
(UPSC), New Delhi. In case at any stage, it is found that the information given by me is
false/incorrect, UPSC shall have the absolute right to take any action as deemed fit
without any prior intimation to me.

Dated: _____

(Dated Signature of the Bidder
with Stamp of the bidder)
Phone No. of Authorized Signatory

ANNEXURE-V

Financial Bid/Price Schedule
(To be uploaded on GeM portal in the prescribed format only)

S . N o .	Particulars	Rate per Candidate per Shift (inclusive of Taxes) (in Rs.)			Total of rates for all the three years	Effective rate of taxes in % as applicable on date of tender
		First Year	Second Year	Third Year		
1	Biometric authentication/digital fingerprint capturing of candidate					
2	QR Code scanning of e-Admit card					
3	Live CCTV surveillance during Examination/Recruitment Test*					
Total						

*The rate with respect to S.No. 3 must be quoted “per camera per shift” and not “per candidate per shift”.

Note:

- 1. The above price bid shall not be disclosed along with the technical bid documents by the bidder and it shall be the part of the price bid only.**
2. Rates should be quoted inclusive of taxes.
3. Taxes will be taken into account for financial evaluation.
4. Payment will be made by taking into account the effective rate of tax as applicable at the time of payment.
5. The first year will start from the date of award of the contract.

ANNEXURE–VI**CHECKLIST**

S. No.	Particulars	Whether enclosed/not	Page No.
1	Whether Earnest Money Deposit (EMD) amounting to Rs. 5,11,00,000/- enclosed.	Yes/No	
2	Whether copies of PAN card enclosed.	Yes/No	
3	Whether copies of Goods and Services Tax Registration certificate enclosed.	Yes/No	
4	Whether copies of I.T. returns for the preceding 3 years i.e. 2020-21, 2021-22 & 2022-23 enclosed.	Yes/No	
5	Whether copies of Audited Balance Sheets, Profit & Loss Account of the firm for the preceding three years i.e. 2020-21, 2021-22 & 2022-23 enclosed.	Yes/No	
6	Whether copy of Certificate of Incorporation of the company enclosed.	Yes/No	
7	Whether copies of Work Order and Completion Certificate during the last five years enclosed.	Yes/No	
8	Whether ISO 9001:2015 and ISO 27001:2013 (Information Security Management System Standard)/STQC certificate enclosed	Yes/No	
9	Whether copy of Technical Compliance Report (as at Annexure-II) w.r.t. Scope of Work (Annexure-I) enclosed.	Yes/No	
10	Whether copy of Certificate (as at Annexure-III) duly signed by the authorized signatory enclosed	Yes/No	
11	Whether copy of Undertaking (as at Annexure-III A) duly signed by the authorized signatory enclosed.	Yes/No	
12	Whether copy of Declaration (as at Annexure-IV) duly signed by the authorized signatory enclosed.	Yes/No	
13	Whether documentary proof that the bidder has its own/rental of Tier-3 Data Centre and DR recovery at 2 different locations within India for storage of sensitive data of examinations enclosed.	Yes/No	

Authorized Signatory
Name & Address of the bidder with Tel.No./Mobile No./ Fax No.