

Bihar Combined Entrance Competitive Examination Board

I.A.S Association Building, Near Patna Airport, P.O-B.V.College

Website: www.bceceboard.bihar.gov.in

e- Mail: bceceboardbihar@gmail.com

TENDER NO. – BCECEB (TEN)-2018/07 Date : 09.03.2018

DETAIL NOTICE INVITING TENDER

1. About BCECEB:

Bihar Combined Entrance Competitive Examination Board (BCECEB) is constituted under Bihar Combined Entrance Competitive Examination Act, 1995. It conducts competitive examinations every year for admissions in various professional courses of Medical, Engineering and Agricultural streams in the Institutions of the state of Bihar.

Sealed Tenders (Two Bids Packet) in two parts, i.e., Part I - Technical Bid and Part II - Financial Bid are invited by the Controller of Examination, Bihar Combined Entrance Competitive Examination Board (BCECEB), Patna from eligible Agencies having adequate experience and credential in the concerned fields of work, for all the items mentioned below for entering into a contract for meeting the Controller of Examination, BCECE Board's requirements for a period of one year, extendable for another one year on satisfactory performance, from the date of award of work:-

Item	Scope of Works
A.	Installation of Biometric Machines on turn key basis for capturing thumb impression, capturing Bar Code and Photographs of the candidates during various entrance examination and Identity Verification during Counselling conducted by BCECE Board, Patna.

Interested Agencies having adequate Knowledge and experience in the concerned field of work may obtain Tender Documents from the Office of the BCECE Board, Patna on all working days till 02.04.2018 (upto 12.00 p.m.) on payment of Rs. 5000/- (Rupees Five Thousand) only by way of Demand Draft only drawn in favour of the “**Controller of Examination, BCECE Board, Patna**” payable at "**Patna**". Alternatively, they may download from Board's website

www.bceceboard.bihar.gov.in and pay Tender fees Rs. 5000/- (Rupees Five Thousand Only) in Demand Draft only as applicable.

The Bidders who submit their Tender on documents downloaded from Board's website www.bceceboard.bihar.gov.in will have to submit a Demand Draft of Rs. 5000/- (Rupees Five Thousand) only in favour of the “**Controller of Examination, BCECE Board, Patna**” payable at “**Patna**” towards the cost of Tender documents, failing which the Tender will be summarily rejected.

Bidders shall submit the bid in prescribed manner as mentioned in this Notice Inviting Tender for all of the above noted items on all working days (till 2.00 p.m. on 02.04.2018) or before the closing date, in the Office of BCECE Board to the following address through Registered/Speed Post Only. Submission by hand and courier is not acceptable.

Controller of Examination

Bihar Combined Entrance Competitive Examination Board

I.A.S. Association Building, Near Patna Airport, Patna - 14

Ph: 0612- 2220230

1.1 IMPORTANT SCHEDULE:

A.	Start of Sale of NIT	10.03.2018
B.	Schedule of Pre bid meeting	11.00 a.m. on 20.03.2018
C.	Closing Date & Time of Submission of both Technical Bid & Financial Bid	2.00 p.m. on 02.04.2018
D.	Due Date & Time for opening of Technical Bid	3.00 p.m. on 02.04.2018
E.	Due Date & Time for opening of Financial Bid (only for those Bidders who will be able to qualify the scrutiny of the Technical Bids).	To be notified Later.

2. DETAIL SCOPE OF WORK:

2.1 Controller of Examination, BCECE Board proposes to invite Technical and Financial Bids from the authorised Service Provider(s) for installation of Biometric Machines on turn key basis for capturing thumb impression through integrated STQC thumb scanner, capturing Bar Code and Photograph of the Candidates in the Examination Centres to be allocated by Controller of Examination, BCECE Board for various Examinations on the day of examination and Verify the identity of such qualified candidates during Counselling conducted by BCECE Board, Patna as per the following requirement:

- i. Installation of Biometric Machine at each & every Examination centre at the time of examination conducted by Bihar Combined Entrance Competitive Examination Board, Patna across the district of Bihar.
- ii. The capturing of thumb/finger impression, capturing Barcode and Photographs by the Biometric Machines shall be done after the beginning of the examination and should be completed as soon as possible without causing disturbance to the candidates and before conclusion of examination from each & every candidate's during the Examination at each and every examination centres across the district of Bihar.
- iii. The capturing of thumb/finger, capturing barcode & Photographs by the Biometric Machines shall not be stopped on any ground and data capturing / identification work must be completed during the stipulated time period of the examination.
- iv. After the completion of capturing thumb/finger impression, capturing Barcode and Photographs of the candidates from each and every examination centres across the districts of Bihar, the bidder will hand-over the entire captured data in a hard drive in a sealed manner with superscribing Exam Name on the same day along with report and forwarding letter duly signed by the bidder to the controller of Examination, Bihar Combined Entrance Competitive Examination Board, Patna. **No copy of the data is to be retained by the bidder in any form.**
- v. 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.

- vi. The bidder must verify identity of the candidates from the captured data taken during the examination at the time of counselling with each and every Candidate's who gets present in the counselling.
- vii. The bidder will have to ensure that the Biometric Machines must be functional and has captured thumb/finger, barcode & Photographs of each and every candidates who have appeared in the examination at each centre.
- viii. If the examination is conducted in two or more shifts in a day at a centre, the biometric should be done separately in all shift during the duration of examination.
- ix. The bidder has to submit work completion certificate along with the centre details as provided by the Controller of Examination, BCECE Board back to office of the Controller of Examination, BCECE Board, Patna.

2.2 Technical requirement of Biometric Authenticating Agency:

- (i) The agency should be capable of deploying at least 2000 biometric machines capable to capture thumb impression, bar code and photographs and sufficient trained manpower that can confirm biometrics of 2 lakh candidates in one go. Proof of purchase with Model No. must be enclosed.
- (ii) The Agency will have to deploy one machine for every 100 candidates.
- (iii) The Agency will have to capture thumb / fingers, Bar Code & Photographs during the conduct of examination at each and every examination centre across the district of Bihar and in each and every examination room.
- (iv) The Agency will have to do verification of the candidate's captured data at the time of counselling with the data captured in the Examination Centre. in the manner provided by Bihar Combined Entrance Competitive Examination Board, Bihar

2.3 Technical features of Biometric Authenticating Agency:

- (i) The machine should have capability of capturing and authenticating finger print both in offline and online mode.
- (ii) The machine should have an integrated camera to take the photographs of the candidates. The Quality of Integrated Camera should be of High Resolution and Camera Should not be less than 5 megapixel.
- (iii) The machine should have battery backup of at least 8 to 10 hours of continues working.
- (iv) It should not be a laptop based solution.

3. **INSTRUCTIONS TO BIDDERS, PRE-QUALIFICATION CRITERIA (PQ), SCOPE OF SUPPLY WITH SPECIFICATION, EVALUATION CRITERIA AND TERMS & CONDITIONS OF PRICE AGREEMENT**

3.1 **Sale of Tender documents:**

Tender Documents may be obtained from the Office of the BCECE Board, Patna on all working days till 02.04.2018 upto 12.00 p.m. on payment of Rs. 5000/- (Rupees Five Thousand) only by way of Demand Draft only drawn in favour of the “**Controller of Examination, BCECE Board, Patna**” payable at “**Patna**”. Alternatively, they may download from Board's website www.bceceboard.bihar.gov.in and pay Tender fees Rs. 5000/- (Rupees Five Thousand Only) in Demand Draft only as applicable.

The Bidders who submit their Tender on documents downloaded from Board's website www.bceceboard.bihar.gov.in will have to submit a Demand Draft of Rs. 5000/- (Rupees Five Thousand) only in favour of the “**Controller of Examination, BCECE Board, Patna**” payable at “**Patna**” towards the cost of Tender documents along with the Technical Bid, failing which the Tender will be summarily rejected.

3.2 **Submission of Tenders:**

The Bidders shall submit the sealed bid containing two separate sealed envelopes as prescribed above mentioned address latest by 2.00 p.m. on 02.04.2018 or before the closing date for this purpose. Controller of Examination, BCECE Board will not be responsible for any delay in receipt of bids. Any bid received after the closing date and time shall not be entertained. In case, closing date of submission of bid happens to be a holiday due to some unforeseen circumstances, the bids will be received on the next working day at the same time. Only one Tender should be sent in each envelope. Technical Bid and Financial Bid should be kept separately in sealed envelope inside the main sealed envelope of the Tender.

4. **Part-I: Technical Bid: Pre-Qualification Eligibility Criteria and Mandatory Requirements:**

4.1 The first sealed envelope should contain Technical Bid of the Tender along with Earnest Money Deposit by way of Demand Draft only. The envelope should be superscribed as :

“Technical Bid for Installation of Biometric Machines”.

4.2 **The Bidder should satisfy the following criteria:**

- (i) Form of organisation, whether partnership or proprietary or Limited Company must be clearly mentioned in the tender. If partnership firm, the names & addresses of the partners and if Limited Co., the names and addresses of the Directors and Registration Number may be expressly stated.
- (ii) The Bidder's average turnover of the last 3 Financial Years should be 2 (Two) Crores in each year (*Supported by Financial statements, Balance Sheet duly certified by the Chartered Accountant*), etc i.e (2014-15, 2015-16 and 2016-17). The bids with annual turnover less than prescribed limit will not be considered for evaluation process and would be rejected without assigning any reason.
- (iii) The Bidder should have conducted Biometric capturing of at least 3 lakh candidates each year in last three years and the smallest order should not be less than of 1 lakh candidates.
- (iv) The Bidder will submit work completion certificate for the assessment of the above.
- (v) The Bidding Company must have an ISO 9001: 2008 or 2015 and ISO 27001: 2013 certification. Copy of valid certificates must be enclosed.
- (vi) The Bidding Company must be having at least 40 employees on its Role and must be registered with ESIC and EPFO as per Government regulations. Proof of Registration must be enclosed.
- (vii) Copies of Income Tax returns along with audited accounts of last three assessment years i.e. 2014-2015, 2015-2016 & 2016-2017 and Copies of Current Return of Service Tax/ Registration Certificate of VAT and Payment of Tax must be enclosed. Copies of Registration certificate of VAT / Service Tax / GST and Pan Card must also be enclosed. Tax at source will be deducted at the rate applicable at the time of payment. The bidders failing to submit above documents will not be considered for evaluation process and would be rejected without assigning any reason.

- (viii) A list of similar work undertaken in the past 3 (Three) years for Installation of Biometric Machines to capture thumb/finger impression, Barcode and Photographs of the candidate during various entrance examination executed by the Bidder (Agency) such as UPSC, State Public Service Commissions, Universities, CBSE, State Educational Boards, Government Departments, IITs, IIMs, Institute of Banking Personnel Selection, Railway Recruitment Boards and Central Public Sector Undertakings.
- (ix) The Agency must have been registered under the Indian Companies Act, 1956 or 2013 / The Partnership Act 1932 and must possess valid Trade License & Registration Certificate of Professional Tax. Documentary evidence of above must be enclosed.
- (x) The bidder should not have been debarred/ blacklisted by any Organization/ Board/ Council/ University/ Commission and any other Government/ Government undertaking organization in the last five years. Affidavit to this effect should be produced on Non-Judicial stamp paper of Rs. 100/- duly attested by the Notary Public as per annexure-V.
- (xi) The Bidding Company must have adequate project resources with minimum of 2000 (Two Thousand) biometric devices. Proof of purchase with Model No. must be enclosed.
- (xii) Permission, if any, required, for the installation of the equipment's at different places from the local authority/competent authority be arranged by the awardee itself.

The Bidders shall submit the Technical Bid in the format provided at Annexure-I.

5. Part-II: Financial Bid:

The second sealed envelope should contain:

The "Financial Bid" and a photocopy of the Demand Draft as Earnest Money deposited with the Technical Bid. The envelope should be superscribed as "**Financial Bid for Installation of Biometric Machines**". Refer to format at Annexure- II

6. Opening of Tender:

Tenders will be opened in two stages. The “Technical Bid” shall be opened on the due date and time in the presence of Bidders and their representative/s who desire to attend the Tender opening.

The “Financial Bid” shall be opened on a due date and time to be later decided after the corresponding Technical Bid of the Tenders are scrutinized and possible clarifications obtained from such Bidders as may be required so as to bring the Tenders at par technically.

7. Earnest Money Deposit (EMD):

Earnest Money of Rs. 50,000/- (Rupees Fifty Thousand) only for Installation of Biometric Machines on turn key basis for capturing thumb impression, capturing Bar Code and Photographs of the candidates during various entrance examination and Identity Verification during Counselling conducted by BCECE Board, Patna shall be deposited in the form of a Demand Draft only drawn in favour of the “**Controller of Examination, BCECE Board, Patna**”, payable at “**Patna**” with the Technical Bid.

Any request to adjust Earnest Money Deposit out of the Bidders running bills or pending payments with BCECE Board will not be considered and the Tender will be treated as without Earnest Money Deposit and shall be rejected.

Any Tender without Earnest Money Deposit in a manner other than what is mentioned above is liable to be rejected at the discretion of Controller of Examination, BCECE Board.

However, Companies having SSI (Small Scale Industry) / NSIC registration in Bihar on similar/ relevant services shall be allowed EMD exemption upon enclosure of relevant Documents as per MSME Act.

The EMD shall be kept valid for a period of 90 days beyond Financial Bid validity period.

If for any reason, whatsoever, any Bidder withdraws or amends the Bid in any respect within the validity period or fails to enter into a contract for award of work, the entire amount of EMD will be forfeited.

8. Refund of Earnest Money Deposit:

Earnest Money Deposit will not carry any interest. Earnest Money so deposited by unsuccessful Bidders will be refunded as soon as possible. Earnest Money Deposit of successful Bidder will be refunded after the successful Bidder furnishes the Security Deposit cum Performance Guarantee.

9. Validity of Bids:

The Bidder shall keep the “Financial Bid” valid for acceptance for a minimum period of 90 days after the last date for receipt of the Bids.

10. Security Deposit cum Performance Guarantee:

Security Deposit for proper and timely fulfilment of the contract has to be furnished by the successful Bidder within 07 working days from the date of Agreement cum receipt of work order and also required to furnish a guarantee on a stamp paper of ` 100/- duly attested by a Notary Public to the effect that he shall maintain Secrecy and Confidentiality of the documents.

No exemption will be made.

The Security Deposit cum Performance Guarantee @ 10% of the value of Price Agreement or Rs. 5,00,000 (Rupees Five Lac) which ever is higher by furnishing a Demand Draft or Fixed Deposit Receipt issued by a Nationalized Bank approved by RBI drawn in favour of the “**Controller of Examination, BCECE Board, Patna**”, payable at “**Patna**”. The Security Deposit can also be made in the shape of Guarantee Bond executed by a Nationalized Bank as per Annexure-IV.

Security Deposit will be retained by the Controller of Examination, BCECE Board till satisfactory completion of the work. It should be clearly understood that in the event of the Contract not being executed and completed as per the quality and time schedule laid down, the same is liable to be forfeited. This will be in addition to the penalty, if any, which may be imposed as specified in the delivery schedule.

11. Scope of Supply, Delivery Schedule and Terms & Conditions:

11.1. Scope of Supply with specification:

<u>Item No.</u>	<u>Description & Specification</u>
A	Installation of Biometric Machines on turn key basis for capturing thumb impression, capturing Bar Code and Photographs of the candidates during various entrance examination and Identity Verification during Counselling conducted by BCECE Board, Patna on various dates in such manner/quantities as advised by the Controller of Examination, BCECE Board. Specification as mentioned in Scope of Work.

Note : The quantities may vary from examination to examination.

11.2 Evaluation of Bids:

The Bidder shall quote all exclusive rate of each item mentioned in Para 8.1 separately in Price Schedule as per Annexure –II, clearly indicating Excise duty, Service Tax, Sales Tax, VAT and GST should be mention separately. The Price Schedule shall be kept in second sealed envelope, superscribed with words “**Financial Bid**”.

The Bidder shall quote rate for Installation of Biometric Machines on turn key basis for capturing thumb impression, capturing Bar Code and Photographs of the candidates during various entrance examination and Identity Verification during Counselling conducted by BCECE Board, Patna on various dates for the whole day (either examination is in one Shift or more than one Shift per day) per candidate as mentioned in Annexure-II.

Controller of Examination, BCECE Board will evaluate the Bid in a consolidated manner for all the works as stated earlier.

11.3 Method of Selection:

The Bids will be evaluated on the Technical Bid criteria and those bids that clears the minimum technical benchmark will be opened. After the opening of the Financial Bid the L1 bidder will be selected. No negotiation will be done in this regard.

11.4 Delivery Schedule:

The bidder whose bid is accepted shall arrange to start the services after receipt of Letter of Acceptance / Work Order in a time bound manner as indicated by the Controller of Examination, BCECE Board for each job/ project/ examination.

It may be kept in mind that time is the essence of this contract, Bidders may note that award of work will be on a project to project basis – one project being one examination. There may be overlapping of projects in which case the Bidder will have to ensure that there is no shortage of Biometric machines and related accessories or delay in respect of multiple examinations.

12. Penalty: The following penalties will be imposed by the Controller of Examination, BCECE Board in the event of failure by the Agency to complete the work within the time frame fixed by the Controller of Examination, BCECE Board:

1. If Biometric machines fails to do working due to technical failure/ power failure etc during the conducting of the examination at the Examination Centre.
2. If Biometric machines are not provided at all at an exam centre by service provider.
3. If any case of no data capture of any candidate either knowingly or by mistake in examination hall at any examination centre during the period of conduction of examination.
4. If it is found that the Agency has connived and did not provide Biometric machines at all at a centre or intentionally stops the functions of the Biometric machines, appropriate legal action will be taken against it.
5. If found to be non-availability of the data of the candidate during the verification at the time of counselling.

13. Payment Terms:

- a) No advance payment shall be made under any circumstances to the successful bidder.
- b) Rate quoted by the bidder shall be inclusive of all incidental cost of service provider including transportation, handling, installation.
- c) No extra costs shall be paid by Controller of Examination, BCECE Board on any additional account to the successful bidder
- d) The payment shall be in Indian Rupees and shall be paid only as per following terms of payment.
 - i) The payment of 50% of the total charges shall be based on the certification for proper working of Biometric machines by nominated official/ observer of Controller of Examination, BCECE Board at the examination centre and will

be paid within 30 days of receipt of such certificate, along with Invoice complete in all respects.

- ii) Balance 50% including taxes will be paid within 30 days of receipt of "no adverse report" from the end client with respect to non-occurrence of malpractices or incident of malfunctioning or non-functioning of Biometric machines.
- e) The successful bidder has to sign a detailed agreement within 7 days of receipt of Letter of Agreement on non-judicial stamp paper which shall contain all clauses including those related to liquidated damages on account of delays, errors, cost and time over-run etc.
- f) Performance bank guarantee needs to be submitted by successful bidder before signing of agreement between Controller of Examination, BCECE Board and successful bidder.
- g) In case the bidder fails to execute the Agreement within 15 days from issue of Letter of Acceptance, Controller of Examination, BCECE Board shall have liberty to rescind the bid after foregoing of EMD.
- h) All payments shall be subject to deduction of applicable TDS.
- i) The rate quoted should be firm.

14. Other Terms & Conditions:

- (i) Hypothetical and conditional Tenders will not be entertained and will be rejected summarily.
- (ii) Controller of Examination, BCECE Board reserves the right to accept or reject all or any of the Tenders without assigning any reason.
- (iii) There shall be no commitment of minimum quantity which can be ordered during currency of the contract. Supply orders shall be placed on the Agency against the Contract for such quantities as may be decided by the Controller of Examination, BCECE .
- (iv) The contract shall be for a period of one year which may be extended for a further period of one year on the same terms & conditions at the option of Controller of Examination, BCECE Board on satisfactory performance.
- (v) The employee sent by the Agency to BCECE Board during counselling process for verifying the Identity of the Candidate should be on Payroll basis.
- (vi) BCECE Board will provide only Centre List along with total no. of candidates.
- (vii) Controller of Examination, BCECE Board reserves the right to terminate the contract at any time if it is satisfied that the Agency has failed to fulfil its obligations as per the terms &

conditions contained in the Price Agreement. The decision of Controller of Examination, BCECE Board in this regard would be final and binding.

- (viii) All disputes concerning in any way with this tender are subject to Patna High Court's Jurisdiction only.

15. INFORMATION IN A NUTSHELL

- ✓ Item No. of Tender : A
- ✓ Cost of Tender Document : Rs. 5000/- (Rupees Five Thousands) only,
To be submitted with the Technical Bid.
- ✓ Earnest Money Deposit (To be submitted with the Technical Bid) : Rs. 50,000/- (Rupees Fifty Thousand) only,
: Rs. 5,00,000/- (Rupees Five Lac) only or The Security Deposit cum Performance Guarantee @ 10% of the value of Price Agreement which ever is higher.
- ✓ Security Deposit cum Performance Guarantee
- ✓ Undertaking by the Bidder : Refer Annexure – III of this Notice.
- ✓ Proforma Security Deposit cum Performance Guarantee : Refer Annexure – IV of this Notice.

16. Arbitration:

In the event of any dispute or differences, the matter will be referred to the Chairman, BCECE Board, Patna.

Annexure – I

PROFORMA FOR TECHNICAL BID

(To be put inside the cover for Technical Bid)

1. Name and Address of the Firm:
2. Details of Earnest Money Deposit (EMD) enclosed:
(DD No., Date, Bank, Amount etc.)
3. Enclose relevant documentary proof in support of the documents required:
4. Details of similar jobs undertaken:
5. Income Tax returns for the last 3 (three) years:
6. Sales Tax/VAT/Service Tax/GST Registration Certificate:
7. Validity of Offer:
8. Payment Terms:
9. Delivery Time:
10. The detailed specification of all equipments / Biometric machines in this regard:
11. Security arrangements during working time as well as off time:
12. Arrangements for maintaining secrecy:
13. Details of Skilled/Semi-skilled manpower made available exclusively for the job as per the Tender:
14. Details of the list of clients being handled by the firm along with work load/turnover of the similar jobs done during the last 3 (three) years.
15. Annual turn over for last 3 (three) years.

Signature:.....

Date:

Name of Tenderer:.....

Annexure – II

PROFORMA FOR FINANCIAL BID

(To be put inside the cover for Financial Bid)

For installation of Biometric Machines on turn key basis for capturing thumb impression through integrated STQC thumb scanner, capturing Bar Code and Photograph of the Candidates in the Examination Centres to be allocated by Controller of Examination, BCECE Board for various Examinations on the day of examination and Verify the identity of such qualified candidates during Counselling conducted by BCECE Board, Patna.

The installation of Biometric Machines should be done on scheduled date of examination and/or in such a way that the Biometric machines are required to be functional during the scheduled time of commencement of the examination. The Bidder should keep in mind that no candidate should get left during the process. To organize required manpower shall be provided by the Bidder's only. At any point of time, no Biometric facility shall be interrupted due to any technical fault/power failure etc. and the Agency shall take due care of functioning of the process with adequate power backup/ buffer stock at each examination centre during the conduct of examination and as per the time period mentioned in the Work Order.

Detail of the rate Quoted

Sl. No.	Rates Quoted per present candidate for the whole day at each centre	Amount (In Rs.) (without taxes)
1.	Installation of Biometric Machines on turn key basis for capturing thumb impression, capturing Bar Code and Photographs of the candidates at each room of the centre at the day of examination per present candidate for the day of examination.	
2.	Installation of Biometric Machines on turn key basis for verification of thumb impression and Photographs of the selected candidates during counselling at BCECE Board Office per machine per day.	

Note: (i) Rate should be quoted as Exclusive of Service Tax / GST.

(ii) Service Tax / GST will be applicable as per Central / State Govt. rules / regulations.

Annexure – III

Letter of undertaking

(ON THE LETTER HEAD OF THE BIDDER)

To,

**The Controller of Examination,
Bihar Combined Entrance Competitive Examination Board,
I.A.S Association Building, Near Patna Airport,
P.O- B.V.College, Patna – 800014.**

Sir,

Subject: Installation of Biometric machines on Turn Key Basis in Examination Centres during the Conduct of examinations

This bears reference to _____ dated _____ **2018**. We, hereby, accept all the terms and conditions for submitting bid as mentioned in this Bid document.

We hereby certify that no terms and conditions have been stipulated by us in the Financial Bid.

We warrant that the services do not violate or infringe upon any patent, copyright, trade secret or other property right of any other person or other entity. We agree that we shall not prevent BCECE Board from any claim or demand, action or proceeding, directly or indirectly resulting from or arising out of any breach or alleged breach of any of the terms & conditions of bid document and contract.

The above document is executed on ___/___/2018 at (place) _____ and we accept that if anything out of the information provided by us is found wrong, our bid/ work order shall be liable for rejection.

Thanking you,

Yours faithfully,

Name of the Bidder: -

Authorized Signatory: -

Seal of the Organization: -

Date:

Place:

Annexure – IV

PROFORMA OF BANK GUARANTEE FOR SECURITY DEPOSIT CUM

PERFORMANCE GUARANTEE

To,

**The Controller of Examination,
Bihar Combined Entrance Competitive Examination Board,
I.A.S Association Building, Near Patna Airport,
P.O- B.V.College, Patna – 800014.**

1. Against Price Agreement concluded by the advice acceptance of the Tender No. dated
.../.../20.... covering supply of (hereinafter called the said contract), entered
between the Controller of Examinations, B.C.E.C.E. Board

And

..... (hereinafter called the “Agency”), this is to certify that at the
request of the Agency, We (Bank) are holding in trust in
favour of the Bihar Combined Entrance competitive Examination Board, Patna the amount of
Rs. only (write the sum in words
.....) to indemnify and keep indemnified the Controller of Examinations,
B.C.E.C.E. Board against any loss or damage that may be caused to or suffered by the
Controller of Examinations, B.C.E.C.E. Board by reason of any breach by the Agency or any
of the terms and conditions of the said contract and/or the performance thereof. We agree that
the decision of the Controller of Examinations, B.C.E.C.E. Board whether any breach of any of
the terms and conditions of the said contract and / or in the performance thereof has been
committed by the Agency and the amount of loss or damage that has been caused or suffered
by the Controller of Examinations, B.C.E.C.E. Board shall be final and binding on us and the
amount of the said loss or damage shall be paid by us forthwith on demand and without demur
to the Controller of Examinations, B.C.E.C.E. Board.

3. We, (Bank) further agree that the guarantee herein contained shall
remain in full force and effect during the period that would be taken for satisfactory
performance and fulfilment in all respects of the said contract by the Agency, i.e., till
..... (for a period of one year from date of Price agreement) hereinafter called
the “said date” and that if any claim accrues or arises against us
.....(Bank) by virtue of this guarantee before the said date, the

same shall be enforceable against us (Bank) not with standing the fact that the same is enforced within six months after the said date, provided that notice of any such claim has been given to us..... (Bank) by the Controller of Examinations, B.C.E.C.E. Board before the said date. Payment under this letter of guarantee shall be made promptly upon receipt of notice of that effect from the Controller of Examinations, B.C.E.C.E. Board.

4. It is fully understood that this guarantee is effective from the date of the said contract and that we..... (Bank) undertake not to revoke this guarantee during its currency without the consent in writing of the Controller of Examinations, B.C.E.C.E. Board.

4. We undertake to pay to the Government any money so demanded notwithstanding any dispute raised by the Agency in any suit or proceedings pending before any court of tribunal thereto, our liability under this present being absolute and unequivocal.

5. We(Bank) further agree that the Controller of Examination, BCECE Board shall have the fullest liberty, without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said contract or to extend time of performance by the Agency from time to time or to postpone for any time or from time to time any of the powers exercisable by the Controller of Examinations, B.C.E.C.E. Board against the said contract and to forbear or enforce any of the terms and conditions relating to the said contract and we (Bank) shall not be released from our liability under this guarantee by reason of any such variation or extension being granted to the said Agency or for any forbearance and / or omission on the part of the Controller of Examinations, B.C.E.C.E. Board or any indulgence by the Controller of Examinations, B.C.E.C.E. Board to the said Agency or by any other matter or thin what-so-ever, which under the law relating us from our liability in the constitution of the bank or Agency.

Date :

Signature

Place :

Printed Name

(Designation)

(Bank's Common Seal)

Annexure-V

SELF-DECLARATION - NON BLACKLISTING

(On Non-Judicial Stamp Paper of Rs. 100/- duly attested by the Notary Public)

To,

**The Controller of Examination,
Bihar Combined Entrance Competitive Examination Board,
I.A.S Association Building, Near Patna Airport,
P.O- B.V.College, Patna – 800014.**

Sir,

In response to the Bid _____ **dated** _____ **2018** for Hiring of Agency for installation of Biometric machines on Turn Key Basis in Examination Centres during the Conduct of Examinations, I/We hereby declare that presently our Company/Service provider _____ is having unblemished record and is not declared ineligible or black listed for corrupt & fraudulent practices either indefinitely or for a particular period of time by any **Central Govt/State Govt Department/ Semi-Govt/ PSU/ Universities/ Educational Institutions/ Organization/ or initiated by any of these Department or Court of Law or by CVC** on the date of bid submission.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our EMD may be forfeited in full and the bid if any, to the extent accepted may be cancelled.

Thanking you,

Yours faithfully,

Name of the Bidder: -

Authorized Signatory: -

Seal of the Organization: -

Date:

Place: