

GOVT. OF NCT OF DELHI : DIRECTORATE OF EDUCATION  
SCIENCE BRANCH  
LAJPAT NAGAR -IV , NEW DELHI  
(BEHIND LADY SRI RAM COLLEGE)

## TENDER NOTICE

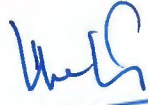
**Sealed Quotation for Printing , Scanning of OMR Sheets and Preparation of Results for NTSE , NMMS & JSTS Exam 2017-18.**

The sealed quotations are invited for Printing, Scanning of OMR sheets and preparation of Results for NTSE, NMMS & JSTS Exams 2018-19. The quotations in a sealed cover subscribed "Quotation for Exams related material for NTSE, NMMS & JSTS Exam" should reach in this office latest by 18.10.2018. The quotations received thereafter will not be entertained.

The exams of NTSE, NMMS & JSTS have to take place on 04.11.2018, 16.12.2018 & 20.01.2019 respectively.

**The terms and conditions are as under:-**

1. There should be no cutting/over writing in the quotation. If there is any cutting/over writing it should be signed by the authorized signatory. Unsigned quotations will not be entertained.
2. The rates quoted should be inclusive of cartage and packing charges, to be supplied at this office.
3. The rates mentioned in the quotation should be valid for at least six month from the date of submission.
4. The G.S.T & S.G.S.T factor should be specified separately. In the absence of any such stipulation in the quotation, it will be presumed that the rates are inclusive of G.S.T & S.G.S.T and no liability of payment of G.S.T & S.G.S.T will be borne by this office. The GSTIN & PAN should be reflected in the quotation clearly.
5. The job order will be given to the tenderer who will quote the lowest rate.
6. There shall be approx. 40000 OMR sheets for NTSE, 16000 for NMMS & 32000 for JSTS to be distributed in packets of apx. 350 or as per scheduled provided bearing numbers of the students respectively. The schedule for the same will be provided by DDE(Sc.)
7. The scanning of OMR sheets and preparation of results is to be carried out in the premises of Science Branch, Lajpat Nagar - IV due to confidential reasons. The printed OMR sheets should be supplied latest by 31.10.2017 . The process of scanning and preparation of result of the above exams is to be completed within 15 days.
8. The tenderer will have to carry out the job strictly according to the specifications mentioned in point no. 10.
9. The tenderer will provide sample of the OMR sheet with tender.

  
18/10/18

10. Particulars of material and its size to be used for printing work.

S. No.	Particulars	Paper size	Printed Area	Paper Quality
1	OMR Sheet	21x29 cms	20x28 cms	Maplitho white paper of 105 gsm.

11. The paper for the printing of OMR sheet as specified above shall be arranged by the printer himself.
12. Instructions regarding quality of printing ink:
- The ink should be of a good standard in quality having sufficient quality of finely grind pigments.
  - The ink should be adequately viscous to fully transfer and stick on paper but should not fully penetrate the paper reflecting "see through"
  - The ink should have good drying quality particularly on smooth or glaze paper to avoid "set off "
  - The ink should not be so tacky to snatch/pick up the paper or coating on paper while printing.
  - The selection of the set of printing of ink should be made taking into account the shade of paper and the nature of illustration used in the OMR sheet.
13. No. of colors : Single color.
14. Language: Bilingual (English- Hindi) OMR Sheet must be free from all printing errors.
15. Rectification of Errors/ Editing in the OMR sheet : Rectification of errors/ editing in the OMR Sheet of NTSE, NMMS & JSTS examination if required shall be done by the printer himself without making any extra charges for the same.
16. Instructions Regarding Printing Quality of OMR Sheet:
- There should be no roller mark on the printed matter.
  - There should be no "set off " and or any scum and or any spot neither on the image area nor on the non-image area of OMR Sheets whether printed on single side or on both the sides.
  - There should be no variation in any shaded throughout.
17. The quotation should be submitted by regd. post/speed post/courier service/by hand only.

All disputes are subject to Delhi Court Jurisdiction only.

The undersigned reserves the right to accept or reject any or all the quotations without assigning any reason.

In case of any clarification you may please contact at 26280413 between 11.00 AM to 4.00 PM on all working days.

  
(Usha Chaturvedi)

Deputy Director of Education (Science)