

ELIGIBILITY BID (VOLUME I)

**ONLINE EXAMINATIONS WITH REMOTE
PROCTORING**

FOR

NATIONAL INSTITUTE OF SECURITIES MARKETS

Last date of submission of bid is July 21st, 2020 by 15:00 hrs

APPLICATION FORM

The Chief Technology Officer (ICT),
National Institute of Securities Markets
NISM Bhavan, Plot No. : 82,
Sector - 17, Vashi,
Navi Mumbai : 400703

Dear Sir,

I/We have read and understood the instructions and the terms and conditions contained in the application form.

I/We do hereby declare that the information furnished in the application form from pages 1 to _____ and in the supplementary sheets from pages _____ to _____ is correct to the best of my/our knowledge and belief. I/We am/are also aware that the Eligibility will be cancelled at any stage in case the statements and documents furnished are found to be false.

We authorize NISM to approach individuals, employers, firms and corporations to verify our competence and general reputation. **The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he / she represents.**

I/We am/are hereby submitting the complete Application Form (Part I, II, III, IV and V) including the requisite copies of enclosures duly signed and sealed on each page.

Yours faithfully,

Authorized Signatory
(Please place scanned signature)
Name:
Designation:

Enclosure: (i) Notice inviting applications for Eligibility of Bidders (ii) Application form PART I (iii) Application form PART II (iii) Application form PART III (iv) Application form PART IV (v) Application form PART V (vi) Copies of enclosures as per check list.

Notice inviting applications for Eligibility of Bidders
Subject : Online Examinations with Remote Proctoring for NISM
NATIONAL INSTITUTE OF SECURITIES MARKETS (NISM)

Applications are invited in the prescribed format for assessing eligibility of bidders for Online examinations with remote proctoring for NISM.

The bidders fulfilling following criteria may apply:

1. The bidder should have provided/ delivered the Remote Proctoring Solution with required services at the following scales in the past 7 years (ending May 31, 2020).
 - a) One similar work costing not less than Rs. 3.20 Crore
OR
 - b) Two similar works each costing not less than Rs. 2 Crore
OR
 - c) Three similar works each costing not less than Rs. 1.60 Crore

The period of 7 years for the purpose of having completed similar works shall be from 01.06.2013 to 31.05.2020.

2. The annual average turnover of the bidder should not be less than Rs. 5.40 Crore during the last 3 years ending March 31, 2019.
3. The bidder shall also confirm fulfillment of the following requirements:

#	Scope of Work	Confirm (Yes/No)
a.	Online Examination System:	
b.	Live and AI based Remote Proctoring System:	
c.	Live Proctors to monitor the exams on an ongoing basis:	
d.	Examination Support:	

4. The bidder should have GST registration.

A) General conditions

1. Intending bidders are required to submit their full bio-data giving details about their organization, experience, technical personnel in their organization, competence and adequate evidence of their financial standing, etc., in the enclosed statements which will be kept confidential. Incomplete applications or applications without proper proofs for establishing their credentials may not be considered for Eligibility.
2. If the space in the proforma is insufficient for furnishing full details, the information shall be supplemented in separate sheets of paper stating therein the part of the statement and serial number. Separate sheets shall be used for each part.
3. Applications containing false and / or inadequate information are liable for rejection. Bidder shall be disqualified at any stage at their risk and cost if they are found to have "Made untrue or false representation in the forms, statements and attachments submitted in proof of qualification and requirements."
4. While filling up the application form with regard to the list of important works completed or in hand, the bidders shall include only those works which individually cost not less than Rs. 1.60 Crore for works relating to Online examinations with remote proctoring services.
5. The bidder should fulfill all the criteria as detailed in the eligibility criteria, otherwise he will not be considered for Eligibility and further participation in the bidding process.
6. NISM reserves the right to verify the credentials of the bidder to assess their capability for the carrying out similar work for other clients. The decision of NISM in this regard shall be final and binding on all concerned.
7. NISM reserves the right to reject any or all the applications without assigning any reason thereof. NISM also reserves the right to restrict number of shortlisted bidders for bidding at its sole discretion. The decision of NISM regarding the Eligibility of bidders shall be final and binding on all concerned.
8. No costs incurred by the bidder in applying, in providing necessary clarifications or attending discussion, conferences or site visits will be reimbursed by NISM.

**Application form for eligibility of bidder for work relating to
Online examinations with remote proctoring for NISM**

Basic Information

Application form PART I

1	Name of bidder	:	
2	Address of the bidder	:	
3	Name of the contact person with Phone and Mobile No.:	:	
4	Email Id:	:	
5	Type of the Organization (Whether sole Proprietorship / Partnership / Private Ltd/ Ltd. or Co-operative body etc.)	:	
6	Name of the Proprietor / Partners / Directors of the Organization / Firm (a) (b) (c) (d)	:	
7	Year of establishment	:	
8	Experience in the field of Online examinations with remote proctoring	:	_____ Years
9	PAN No.	:	
10	GSTIN No.	:	
11	Technical personnel available in the organization	:	Details to be furnished in the prescribed Proforma (Statement I)
12	Yearly turnover of the firm during last 3 years (Year wise). Please attach necessary documents in support of turnover.	:	

	(a) 2016-2017 (b) 2017-2018 (c) 2018-2019		
13	Important large works performed during last 7 years costing not less than Rs. 1.60 Crore for works relating to Online examinations with remote proctoring services by the bidder. The full address of the clients for whom the works have been executed including name of contact persons, email id and telephone nos.	:	Details to be furnished in the prescribed proforma (Statement II). Please attach completion certificate or any other relevant document/s in support of the work/s completed clearly showing the value, nature of the work executed, duration of the work etc. which should be considered as per the criteria mentioned in the advertisement.
14	Important large works costing not less than Rs. 1.60 Crore for works relating to Online examinations with remote proctoring services on which the bidder is engaged at present and their estimated cost. The full address of the clients, alongwith the name of the contact person and telephone no., email id shall be indicated against each work.	:	Details to be furnished in the prescribed Proforma (statement III)
15	Address of office through which the proposed work of NATIONAL INSTITUTE OF SECURITIES MARKETS will be handled and the name, contact no. and designation of the Officer-in-charge.	:	

Statement I

Application form PART II

Key personnel and Experience

**List of skilled personnel, giving their qualifications,
Experience, including that in the present organization**

Sr. No.	Name	Age	Present Designation	Qualifications	Experience in work relating to Online examinations with remote proctoring services	Name of the major works handled in respect of Online examinations with remote proctoring services	Date From Which Employed In the Present Organization	Indicate Special experience, if any
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

Mention other points, if any, to show technical and managerial competency to indicate any important point in your favour.

Statement II

Application form PART III

Previous Experience

**List of important works performed by the bidder
during last seven years costing not less than Rs. 1.60 Crore**

Sr. No.	Name of the Work and Location	Nature of work involved in the contract	Name of the Client with full Address. Name and telephone No. of contact person	Work Cost in Crore (₹)	Date of commencement	Stipulated Date of Completion	Actual date of Completion	Litigation(s) , if any or any other relevant information
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

Statement III

Application form PART IV

**List of important works IN HAND being handled
by the bidder costing not less than Rs. 1.60 Crore**

Sr. No.	Name of the Work and location	Nature of work involved in the contract	Name of Client with full address. Name and telephone No. of contact person	Work cost in Crore (₹)	Date of commencement	Likely date of completion	Litigations, if any or any other relevant information
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Statement IV

Application form PART V

Confirmation of Fulfillment of Requirements

#	Scope of Work	Confirm (Yes/No)
a.	Online Examination System:	
b.	Live and AI based Remote Proctoring System:	
c.	Live Proctors to monitor the exams on an ongoing basis:	
d.	Examination Support:	

Check List for Enclosures

Please state whether following enclosures have been enclosed or not.

Sr. No.	List of Enclosures	Enclosed	Not enclosed
1	Application form duly signed		
2	Notice inviting applications for Eligibility of Bidders		
3	Application form Part I duly filled		
4	Application form Part II duly filled		
5	Application form Part III duly filled		
6	Application form Part IV duly filled		
7	Application form Part V duly filled		
8	Completion certificate or any other relevant document/s in support of the work/s completed clearly showing the value, nature of the work executed, duration of the work etc. which should be considered as per the criteria mentioned in the advertisement.		
9	Copy of GST registration certificate		
10	Copy of PAN no.		
11	Necessary documents in support of annual turnover for the last three years ending March 31, 2019.		
12	Bank Details of the Bidder for refund of EMD to unsuccessful bidder. i. Name of Bank: ii. Bank Address : iii. A/c No.: iv. IFSC: v. Please enclose a copy of the cancelled cheque.		

13	Any other relevant documents. Please specify	

ANSWER