



WEST BENGAL STAFF SELECTION COMMISSION

Mayukh Bhavan, Salt Lake, Kolkata – 700091

Website: www.wbssc.gov.in

E Mail: adm.ssc-wb@nic.in

CORRIGENDUM

No. 469/ WBSSC

Date: 15/05/2015

Ref Tender No. 04 / NIT / EXAM / WBSSC/ 2015

Dated, 27 / 04 / 2015

In partial modification of the Notice Inviting Tender bearing No. 04 / NIT / EXAM / WBSSC/ 2015, dated, 27/04/2015, the Conditions mentioned **under clause 1.5 and 1.6** will be modified in the following manner:-

1.5 Pre-Qualification Criteria (Eligibility Criteria):

Following are the minimum pre-requisites / requirements / eligibility criteria for participating in this tender:-

Sl. No.	Basic Requirement	Specific Requirements	Documents Required
1	Turnover	Average Annual Turnover of the company should be at least Rs. 25 Lac during last three financial years ending March 2014. The turnover refers to a company and not the composite of its subsidiaries / sister concerns etc.	Extracts from the audited Balance sheet and Profit & Loss account; OR Certificate from auditor appointed by the company
2	Technical Capability	Bidder must have successfully conducted at least 1 (One) Computer based examinations / typing tests of at least 100 candidates (per examination) in single shift in India in last three years [within 1 st January, 2015].	Completion Certificates from the client; OR Work Order + Self certificate of Completion (Certified by Authorized Signatory)
3	Service Tax and Income Tax	Company should have a valid Service Tax Registration and Income Tax returns.	Copy of Service Tax Registration <ul style="list-style-type: none">Income Tax returns for last 3 financial years (till 2012-13)Audit report from CA for last 3 financial years (till 2013-14)

4	Legal Entity	Firm should be a Company registered under the Indian companies act, 1956 (or) a firm registered under the Limited Liability Partnership Act,2008 (or) a firm registered under the Partnership Act,1932	Certificates of Incorporation
5	Manpower Strength	The Company should have at least 3 software development personnel and 3 administrative employees involved in conducting online examination / online typing test	Proof of ESI / PF registration along with Declaration by HR head of the Company
6	Blacklisting	The agency should have unblemished past records and has never been revoked / cancelled / terminated in any CBT mode examinations in any Government / PSU / Statutory body	Undertaking on company letter head certified by authorized signatory.
7	Geographical Presence of Firm / Company	The Bidder should have an operational office in West Bengal State.	Certificate by Authorized signatory with address of Office
8	Certifications	The bidder should be certified for compliance with Information security Standard	Copy of ISO certificate with the signature of authorized Signatory
9	Financial Strength	Bidder must be profitable for at least 2 out of the last 3 Financial Years	CA Certificate to be submitted

Bidders who meet the pre-qualifications/ eligibility requirements as stated above would only be considered as qualified to move to the next stage of Technical and Financial evaluations.

1.6 Evaluation of Bids (Ranking Criteria):

Following Scoring Model will be followed for evaluating the bids:-

SL. NO	CRITERIA	SCORE
1	COMPANY CREDENTIALS (Maximum Score for this section – 40)	
1.1	Legal Structure (Maximum Score – 5)	
	Private Limited	5
	Partnership / Proprietary	3
1.2	Annual Turnover (average of last three financial years as in the pre-qualification criteria) (Maximum Score – 10)	
	Above Rs. 1.5 Crores	10
	Above 1 Crores but less than 1.5 Crores	8
	Rs. 25 Lac to 1 Crore	6

1.3	Certifications (Maximum Score – 10)	
	27001:2005 / 9001:2008 / CMMI certifications (SVC & DEV)	10
	Other recognised Certifications	5
1.4	Minimum number of software development personnel experienced in developing and supporting software to manage integrated examination management system (Proof of employees to be submitted) (Maximum Score – 10)	
	More than 10	10
	6 - 10	8
	3-5	6
1.5	Operational Office (Maximum Score – 5)	
	in West Bengal State with more than 15 technical employees	5
	in West Bengal State with 11 - 15 technical employees	4
	in West Bengal State with 6 - 10 technical employees	3
	in West Bengal State with 3 - 5 technical employees	2
2	TECHNICAL AND OPERATIONAL CAPABILITY (MAXIMUM SCORE FOR THIS SECTION – 45)	
2.1	Experience in conducting Computer based examination/ Online Typing Test for minimum 100 Candidates in single shift in India in last three years (with reference to the last date of bid submission) (Maximum Score – 20)	
	> 10 assignments	20
	7 - 10 assignments	18
	4 - 6 assignments	16
	1 – 3 assignment	14
2.2	Infrastructure Capability in West Bengal State (Proof to be submitted) (Maximum Score – 15)	
	More than 200 computers	15
	151 – 200 computers	12
	101 - 150 computers	10
	51 - 100 computers	8
	21- 50 computers	4
	Upto 20 computers	2
2.3	Infrastructure Capability in West Bengal State (Proof to be submitted) : Conducted online exam / online typing test / computer based typing test in West Bengal in last 2 years (Maximum Score – 10)	
	in more than 5 districts of West Bengal	10
	in 3-5 districts of West Bengal	7
	in 1-2 districts of West Bengal	5

3	PRESENTATION AND DEMO (MAXIMUM SCORE FOR THIS SECTION – 15)	
3.1	Presentation	10
3.2	Demo	5
Grand Total		100

Bidders, whose bids are responsive, based on minimum qualification criteria / documents as in Pre- Qualification Criteria and score at least 50 marks out of 100 in the defined scoring mechanism, **would be considered technically qualified. Price Bids of such technically qualified bidders shall further be opened.**

▪ **Financial Evaluation:**

The financial bids shall be opened of only those bidders who have been found to be technically eligible. The financial bids shall be opened in presence of representatives of technically eligible bidders, who may like to be present.

▪ **Final Evaluation of the Bids:**

The final selection of the bidder will be based on **QUALITY AND COST BASED SELECTION (QCBS)**.

There will be **50% weightage for Technical Evaluation** and **50% for Financial Evaluation** based on the following Broad Criteria:-

- Standing of the bidder and Financial Position including turn over
- Technical competency
- Similar Work Experience
- Software / Solution
- Proven Test Capability (Including manpower and machine) to handle large volume
- Security and Software Quality Certification
- Technical Demonstration

Note- The detailed technical scoring criteria and cut off scores will be informed to bidders before the bids are opened on the bids opening day.

Technical Bid will be assigned a **Technical score (Ts)** out of a **maximum of 100 points**.

▪ **Commercial / Financial Bid Evaluation:**

The Commercial bid of those bidders, who qualify in the technical evaluation, will only be opened. All other Commercial bids will not be opened. The Commercial bids of the technically qualified bidders will only be evaluated.

The Commercial scores would be **normalized on a scale of 100**, with lowest score being normalized to 100 and the rest being awarded on a pro-rata basis. Such normalized scores would be considered for the purpose of QCBS based evaluation, explained in section below.

Quality and Cost based selection (QCBS)

The individual bidder's commercial scores (CS) are normalized as per the formula below:

$F_n = F_{min} / F_b * 100 \%$ (rounded off to 2 decimal places)

Where:

F_n = Normalized commercial score for the bidder under consideration

F_b = Absolute financial quote for the bidder under consideration

F_{min} = Minimum absolute financial quote

Composite Score (S) = $T_s * 0.5 + F_n * 0.5$

The bidder with the highest Composite Score would be awarded the contract.

Sd/-

**Secretary cum Controller of Examinations
West Bengal Staff Selection Commission**