



MAULANA MAZHARUL HAQUE ARABIC & PERSIAN UNIVERSITY, PATNA

RFP No.: 06/2023-24

Date: 28/10/2024

Notice Inviting Tender

Setup and Operate Online Examination Centres at University Campus on Revenue Sharing Model, Located at Maulana Mazharul Haque Arabic & Persian(MMHA&P) University, Mithapur, Patna

A	Designation of officer inviting RFP	Registrar, MMHA&P University, Patna
B	Advertisement of RFP	29/10/2024
C	Period of Online Sale/Download of RFP document with Time and place	From 29/10/2024 at 3:00 PM to 12/11/2024 at 2:00 PM at Registrar Office, MMHA & PU University and from (https://mmhapu.ac.in/)
D	Place, Time & Date of Pre-Bid Meeting	MMHA&P University, Patna at 3.00 PM or Online on 05/11/2024
E	Place, Time & Last Date of submission in hard copy only of response to RFP	Up to 3:00 PM on 13/11/2024 in Registrar's office
F	Last date of submission of EMD in hard copy/ Original	Office of The Registrar, MMHA&P University, Patna up to 3.00 PM on 12/11/2024
G	Place, Time & Date of opening of Techno- Commercial Bid	At 4:00 PM on 13/11/2024 MMHA&P University, Patna
H	Place, Date & Time of Presentation and demonstration of technical aspects by valid bidders	Venue and date will be communicated after evaluation of Technical bid.
I	Validity of RFP	180 Days from Opening of Financial Bid of Tender Document
J	Approximate cost of the work	Will be determined after Pre bid Meeting
K	Approximate cost of the work	Will be determined after Pre bid Meeting

Tender are invited on open tender basis by the Registrar on behalf of Vice Chancellor, Maulana Mazharul Haque Arabic & Persian University (MMHA&PU) from eligible registered and authorized firms/agencies for **Setup and Operate Online Examination Centres at University Campus on Revenue Sharing Model, Located at MMHA&P University, Patna (as per details given in the Tender Document)**. Detailed tender document containing eligibility criteria, other terms and conditions are available on the website (<https://mmhapu.ac.in/>). The University invites Tender in One Bid System i.e. Techno-Commercial from interested parties. The details of the Bid areas under: -

Ser No	Description of Work	Cost of Tender	(EMD) (₹)	Agreement (₹)	Validity
1	Notice Inviting Tender for Setup and Operate Online Examination Centres at University Campus on Revenue Sharing Model, Located at MMHA&P University, Patna	5,000/-	50,000/-	As per Tender	15 Months

- The tender will be obtained from the Office of The Registrar, MMHA&PU University, Patna or can be downloaded from (<https://mmhapu.ac.in/>).
- EMD: The EMD must be paid and deposited along with bid documents or at least one day before the submission of bid documents in the form / shape of Demand Draft or Banker's cheque of any Scheduled Bank drawn in favour of the Registrar, MMHA&P University, payable at Patna or Fixed Deposit Receipt (FDR) of Scheduled Bank. EMD can also be paid through e-payment mode i.e. "Internet payment gateway, (Credit/Debit Card), Net Banking and Transaction Receipt must be submitted.
- Tender Document: The Bidder will have to furnish documentary proof for each of the eligibility criteria as mentioned in Tender document duly attested by its authorized person and must be submitted.
- Any changes/corrigendum/addendum w.r.t. this tender will be notified through website.
- At the time of pre-bid of tender only authorized representative (with valid Identity card of agency) will be allowed to be present.

- All the matter subject to the jurisdiction of Patna High Court.
- The undersigned reserve the right to accept/ cancel/ reschedule/ reject any or all the quotation without assigning any reasons. Corrigendum/ Amendments etc., if any, it will be notified on this portal only and no separate advertisement will be made.
- Detailed description of the items sand instructions for submitting your offer can be downloaded from our website(<https://mmhapu.ac.in/>)
 - For support related to tendering process, Bidders may contact to Registrar
 - Email Id : registrar-mmhu-bih@nic.in
 - Contact no : 8789455649

Handwritten signature
28/10/24

Registrar
MMHA&P University, Patna

Tender Document

For

Setup and Operate

Online Examination Centres

At

Maulana Mazharul Haque Arabic & Persian

University (MMHA&P University)

On

Revenue Sharing Model

(Tender NoticeNo.:06/2024)



Objective & Background

The objective of online exams is to ensure that assessment givers can undertake the paradigm shift from offline to online processes. The online industry is growing rapidly, and factors such as convenience, scalability, increased reach, and customization are shaping its adoption.

For the above purpose, **Maulana Mazharul Haque Arabian & Persian University** has taken initiative to get developed **Online Examination Centers at University Campus**. The **University** wants to offer its centre to exam conducting bodies like **TCS iON, APTECH, SIFY, NSEIT, SSC, NTA** etc. for conducting their online examination with 2400 counts.

In present context, **Maulana Mazharul Haque Arabian & Persian University** intends to invite prospective agencies / organizations to set up examination centers to conduct online examination in University Campus on Revenue Sharing Model. The University building is available for CBT or Computer related work from 4th (fourth) floor and 5th (fifth) floor where each floor has 12 halls and area about 22500 sq ft.

The objective is to establish University Building "Two Floors (excluding ground, first, second and third floor) Space" as Online Examination Center on revenue sharing model and acquired by bidders on agreed terms for specified period. **Maulana Mazharul Haque Arabian & Persian University** intends to complete this work through private partners who will set up/establish ICT based online exam centers in the University Building in schedules of requirement.

The purpose of this RFP is to select bidders for running online examination centre and installing and maintaining services w.r.t. Infrastructure (ICT & Furniture inclusive of electrification, power backup & cabling), Support Manpower to operate and maintain the centres, maintenance of Infrastructure to ensure smooth functioning of online test centre. Pre-requisite infrastructure to run ICT enabled examination centres will be agency responsibility and their maintenance needs to be assured till the project tenure.

Maulana Mazharul Haque Arabian & Persian University will be responsible for Maintenance and Site management of Building Works like plumbing, civil work, lift maintenance, water logging, seepage etc. during the complete contract period.

Maulana Mazharul Haque Arabian & Persian University will bear the electricity expense of all Common areas and charges towards actual electricity consumption as per the prevalent govt unit rates for the Examination floors and Parking Area. Any charges towards Water Bill/ Electricity Bill/ Fuel Charges at the time of commissioning period till go-live or up to 6 months, whichever is earlier will be borne by **Maulana Mazharul Haque Arabian & Persian University**. Selected agency, however during the project tenure would have sole authority towards specified space utilization subjected to tender terms and conditions.

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Scope Of Work

Bidder is required to run ICT based online examination centres and (Maulana Mazharul Haque Arabian & Persian University, is only providing space on revenue share model) and also the bidder will arrange all allied infrastructure and manpower services on their own for conducting Computer Based Examinations.

Following scope of activities is to be undertaken by bidder are outlined asunder. The scope includes but are not limited to:

- a. Supply and commissioning of Local Servers, Computers, Printers and all other required standard utilities required for running ICT Lab.
- b. The network connectivity provision for every computer would be responsibility of agency.
- c. Supply and commissioning of CCTVs for surveillance along with NVR/ DVR
Supply and Commissioning of UPS to cover entire computer lab, network and servers.
- d. Maintenance of Lab Infrastructure till contractual period to ensure uninterrupted service.
- e. Manpower to maintain and operate computer lab and conducting examination.
- f. Centralized Helpdesk for logging of complaints/ issues for the Centres/ Labs.
- g. Bidder should ensure physical security of these areas.
- h. The contract would be entirely a service-based contract where infrastructure and manpower will be arranged by agency to operate and maintain the required setup for online testing.

General Terms & Conditions

- a. The bidder shall submit his bid/ tender to University Office.
- b. All the required documents should be attached at the proper place as mentioned in the form so the wise the tender of the bidder will be rejected.
- c. Bidders shall submit their bids in hard copy to the University Office.
- d. Bids will not be accepted by any other mode (post/ email/ fax etc.)except otherwise explicitly specified.

Following points should also be considered but not limited to:-

- a. No harm to the existing structure, fittings, finishes, furniture, fixings, apparatus etc. should take place due to manhandling.
- b. Upon expiration of contract, successful vendors will have to handover the "Specified Space" in its original physical condition (as handed over by University) post proper maintenance, if any.
- c. The Bidder is free to conduct online examination for any central government, state government, Central or Sate PSU or any private organization round the year, at its own discretion.
- d. Bidder should not carry out any construction activity without prior approval of **Maulana Mazharul Haque Arabian & Persian University.**



Revenue Sharing Model

Percentage Split: A fixed percentage of qualifying revenue (net of all taxes) is shared between parties as per the financial bid submitted by bidder.

The Revenue distribution (Net of all taxes) will be shared as "X%" and "(100-X) %". The X% corresponds to University's share of revenue (Net of all taxes) while (100-X) % corresponds to the Vendor's share (Net of all taxes). Revenue distribution will be applicable on the Base Value before taxes.

Duration of the Contract

- (i) Contract encompasses 06(six) months period on account of commissioning of ICT labs.
- (ii) Contract for starting and Operating ICT Lab will be for 15 (fifteen) years. The contract will be valid for 15 (fifteen) years and thereafter will be extended further for a period of maximum (02) two years twice i.e. (15+02+02)years, unless revoked.
- (iii) Minimum Lock-in commitment of 15 years is ensured to the successful bidder as part of this project by **Maulana Mazharul Haque Arabian & Persian University** under all circumstances save and except termination as mentioned.



Eligibility Criteria

Sl. No.	Qualification Criteria	Supporting Document to be enclosed
1.	The bidder should be a proprietary/ partnership firm, a trust/society, Consultancy agency registered under the Indian Companies Act and must be in operation since last 05 years as on date of submission of Bid.	Certificate of Incorporation, MOA, AOA
2.	The bidder should be a legally registered Private Limited / Limited entity in India and in operations in India since last Five (05) years as on bid date.	
4a.	The bidder should be capable of handling finance required for setup of required Online Examination Centre	Furnish UDIN certified audited financial statements for said financial years. The audited balance sheet and Profit & loss statement for said financial year to be submitted.
4b.	The bidder should have a positive net worth for last three financial years.	
5.	The bidder should have association with Govt. Projects in the past.	
7.	The bidder should have the experience of managing Computer labs.	
8.	The bidder should not stand blacklisted in last 03 years by any Government department, PSU, Government subsidiary, Government Corporation or any government undertaking organization across the country	Self-declaration by authorized signatory.

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1. Earnest Money/ Bid Security

Bidder shall deposit Earnest Money of ₹ 50,000/- (fifty thousand rupees only) in the form of Demand Draft/BG from nationalised/commercialised Bank in favour of Registrar, **Maulana Mazharul Haque Arabian & Persian University** payable at Patna valid for (90) Ninety days, failing which their bid will not be considered valid. Following rules will apply w.r.t. EMD:-

- a. The Earnest Money will be refunded to unsuccessful bidders within (01) one month after finalization of Tender. The Earnest Money Deposit shall not bear any interest. The **Earnest Money Deposit** shall be forfeited if the bidders withdraw their offer in due course.
- b. The successful Bidder's bid security will be discharged upon the Bidder signing the contract, pursuant to submission of performance security.
- c. The bid security is required to protect the purchaser against risk of Bidder's conduct which would warrant the security's forfeiture.
- d. No concession/exemption shall be allowed.

2. Performance Security

- e. Within 10 (ten) days of the receipt of the work allotment the successful bidder shall deliver to the employee a performance security in any of the forms given below for an amount equivalent to 5,00,000/- under the provision of Bihar Financial Rules.
- f. If performance security is provided by the successful bidder in the form of bank guarantee in the name of employee, it shall be issued either at the bidder's option.
 - (a) Nationalized/Scheduled Indian Bank within state or
 - (b) Acceptable to the employer

3. Letter of Award

Maulana Mazharul Haque Arabian & Persian University, Patna, shall consider placement of Letter of Award to the successful Bidder. Bidder shall give their acceptance along with Performance Security within 15 (Fifteen) days of issue of Letter of Award. Upon issuance of LOA all the floors will be handed over to the bidder.

4. Signing of Contract and depositing of Security Deposit

Successful Bidder has to execute an Agreement with the **Maulana Mazharul Haque Arabian & Persian University** within 15 (Fifteen) days of issue of Letter of Award after depositing the Performance Security. Bidder is also required to submit Security Deposit.

5. Allotment Criteria

- a. Highest value Revenue Share (H-1) Bidder will be decided on the basis of highest percentage quoted. The work will be allotted to the H-1 Bidder.
- b. The Authority may in its discretion redistribute allotment to eligible Bidder/s keeping in view the capacity /prior performance of the Bidder/s, provided the Bidder/s are agreed to match the Highest evaluated substantial responsive Bid.
- c. In case of Tie, the selection will be done on the basis of higher experience. Further if both are same then selection on the basis lottery basis.

6. Authority's right to accept or reject any Bid or all the Bids

The Authority reserves the right to accept or reject any Bid and to annul the whole bidding process and may reject all bids at any time prior to allotment of work, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the Authority's action.

7. Exit Management Criteria

The minimum locking period is 4 years. After this period, the agency can exit by providing a notice period of 6 months. In case bidder exits from the agreement due to any circumstances, **Maulana Mazharul Haque Arabian & Persian University** will allow the bidder to remove and take back the entire infrastructure installed by the bidder at the site.

Bidder will make sure that no harm to the existing structure, fittings, finishes, furniture, fixings, apparatus, etc. should take place due to this.

8. Termination of Contract

Termination of Contract will follow the detailed conditions laid down in the termination clause of concession Agreement.

9. Settlement of Dispute and Jurisdiction

- a. That all disputes and differences arising out of or in connection with this Agreement (Dispute), or the subject matter, hereof, will follow the detailed conditions laid down in the termination clause of concession Agreement.
- b. Any legal action pertaining to this Agreement shall be subject to the jurisdiction of Courts of Patna.

This is to certify that I/We before signing this tender have read and fully understood all the content, terms and conditions contained anywhere in this tender document and undertake myself/ourselves to abide by them.

(Signature of Bidder with seal)

Place:.....

Name:.....

Address:.....

Date:.....

.....Phone

No.....



FINANCIAL BID

Having examined the Bid Document, the receipt to which is hereby duly acknowledged, we, the undersigned, offer to setup and operate ICT labs in the **Maulana Mazharul Haque Arabian & Persian University** provided "Revenue Sharing Model". We submit our quotation (revenue against provided space at **Maulana Mazharul Haque Arabian & Persian University, University Campus' "Three Floors (excluding Ground floor, First and Second floor) Space"** for running **Online Examination Center**. Bidder should quote in below financial bid.

Sl. No.	Fi	Site	Minimum Revenue Commitment Per year	Quoted Revenue Sharing Percentage from Vendor (%) (Please quote in percentage for example 20% or 24% or any percentage) (Excluding of GST/ any kind of Govt. applicable taxes)
1.	F1	University Campus Mithapur, Patna	INR 18,00,000/-	
2.				
3.				

Note:

- Highest value Revenue Share(H-1) Bidder will be decided on the basis of highest percentage quoted in above table.
- In case of Tie, the selection will be done on the basis of higher experience. Further if both are same then selection on the basis lottery basis.



Declaration by the Bidder

This is to certify that I/We before signing this tender have read and fully understood all the content, terms and conditions contained anywhere in this tender document and undertake myself/ourselves to abide by them.

We undertake, if our proposal is accepted, we will obtain a performance security issued by nationalized/commercialized bank in India/acceptable to **Maulana Mazharul Haque Arabian & Persian University** for as sum equivalent to ₹5,00,000/-for the due performance of the contract.

We agree for unconditional acceptance of all the terms and conditions in the Bid document and also agree to abide by this Bid response for a period of 180 days from the date fixed for Bid opening and it shall remain binding upon us, until within this period a formal contract is prepared and executed, this Bid response, together with your written acceptance thereof in your notification of award, shall constitute a binding contract between us.

It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company/firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.

(Signature)(In the capacity of).....

Duly authorized to sign the Bid Response for and on behalf

of:(Name& Address of Company)

Seal/Stamp of bidder

Place:

Date:.....



Format for Bidder's Authorization Letter

Selection of Agency to Setup and Operate Online Examination Centres at **Maulana Mazharul Haque Arabian & Persian University**, Patna on "Specified Space" on revenue sharing model.

To,

The Registrar,
Maulana Mazharul Haque Arabic & Persian University,
Mithapur Farm Area, Mithapur, Patna- 800001(Bihar)

Subject: **Authorization Certificate**

Sir,

Bidder's Representative name designation is hereby authorized to signing relevant documents on behalf of the company / firm in dealing with RFP for Selection of Agency to Setup and Operate Online Examination Centres at **Maulana Mazharul Haque Arabian & Persian University**, Patna on "Specified Space" on revenue sharing model issued by you. He/she is also authorized to attend meetings, submit bid as may be required by you in the course of processing the above said Bid.

Authorized

Signatory Name

Seal



Bid Form

Bid No.:

Date:

To,

**The Registrar,
Maulana Mazharul Haque Arabic & Persian University,
Mithapur Farm Area, Mithapur, Patna- 800001 (Bihar)**

Subject: Submission of Bid for Selection of Agency to Setup and Operate Online Examination Centres at Maulana Mazharul Haque Arabic & Persian University, Patna on "Revenue Sharing Model"

Sir,

Having examined the Bidding Documents including, the receipt of which is hereby duly acknowledged, we, the undersigned offer to deliverables in full confirmatory with the said bidding documents.

We undertake, if our bid is accepted, to use the "Specified Space" in accordance with terms and conditions specified in the Schedule of Requirements.

If our bid is accepted, we will obtain the guarantee of a bank in a sum of Rs.5,00,000/- per location as performance security of the Contract, in the form prescribed by the Purchaser in bid document.

We agree to abide by this bid for a period of 180 days after the date fixed for bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this bid together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

We further declare that our bid is unconditional.

We undertake if at any time, it is found that any information furnished by us to the purchaser, either in our bid or otherwise, is false, the purchaser reserves the right to terminate the contract without assigning any reasons, forfeiting the bid security or performance security and black listing us for a period of 7 years.

We understand that you are not bound to accept the highest or any bid you may receive.

Dated thisday of 2024

(Signature).....

(in the capacity of :.....)

Duly authorized to sign Bid for and on behalf of

Self-Declaration on Non-Blacklisting

Date: _____

To,

The Registrar,
Maulana Mazharul Haque Arabic & Persian University,
Mithapur Farm Area, Mithapur, Patna- 800001(Bihar)

Subject: **Submission of Bid for Selection of Agency to Setup and Operate Online Examination Centres at Maulana Mazharul Haque Arabic & Persian University, Patna on "Revenue Sharing Model".**

In response to the Tender for Selection of Agency to setup and operate ICT labs on revenue sharing model basis for online testing, examination and training in "**Specified Space**" provided by Maulana Mazharul Haque Arabic & Persian University, as an owner/partner/Director of.....

I/We hereby declare that our Company/firm is having unblemished past record and is presently not declared as blacklisted or ineligible for non-performance, corrupt or fraudulent practices either indefinitely or for a particular period of time by any State or Central Government Agency/ department in India.

Name of the Bidder: -

Signature:-

Seal of the Organization:

