

GOVERNMENT OF INDIA
NATIONAL BIODIVERSITY
MINISTRY OF ENVIRONMENT, FOREST AND CLIMATE CHANGE
TICEL BIOPARK, CISR ROAD, TARAMANI
CHENNAI – 600 113

CLARIFICATION TO NOTICE INVITING TENDER FOR CONDUCT OF ONLINE EXAMINATION

Tender Bid Ref No. NBA/2/208/2020-Admn/NBA/

Queries raised by - NSEIT Limited

Sr. No.	Page No.	Tender Document Reference Number	Content of Tender Doc. for Clarification	Points for Clarifications	Response of NBA
1			Tender fees	We assume there is no Tender fees applicable	Yes. There is no Tender fee. Only EMD is applicable.
2	23		Form 2	As the Auditing got delayed this year due to the covid19 situation– we request that the 2019-20 unaudited annual reports be accepted till such time that we get the Audited reports	Agreed.
3	17		Annexure IV – Financial Bid	<p>Please confirm what does Composite rate mean ?</p> <p>We assume per Candidate means per Scheduled Candidate who is issued an admit card. GST would be charged extra as per applicable rate- currently its 18%</p> <p>Please confirm what is the expected volume for the exam</p>	<p>Tender is being modified to include one single rate only.</p> <p>Per candidate means, candidate who have been admitted to the exam and actually attended the exam. GST would be extra, as applicable.</p> <p>NBA is proposing to conduct this type examination for the first time. Therefore no historical data is available. However, details regarding the sub- categories under each category of YP, their educational and experience</p>

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					appropriate number of Candidates to be engaged under each sub-category, duration of engagement are provided as a d d e n d u m to the NIT. Based on this information bidders are expected to estimate the volume.
4	11	DELAYS, LIQUIDATED DAMAGES:	Any damage occurred due to delay in execution of services / completion of the job shall be recovered from the value of Contract	<p>Request NBA to restrict the total cumulative penalties/damages to 5% of the total invoice value.</p> <p>Request NBA to cap the total liability of the Bidder under the contract.</p> <p>The bidder should be given the rights of representation before termination along with reasonable period to rectify/remedy its defaults / defects / shortcomings.</p>	<p>The terms and conditions governing the Tenders are uniform across the Government organization. Therefore any modifications in this regard are not possible.</p> <p>Agreed</p>
5	12	Clause – 8.13 - Arbitration	In the event of any question, dispute or difference arising under this agreement the same shall be referred to sole arbitration of the Secretary, NBA.	<p>Request NBA to consider the following amendment in the clause:</p> <p>In case of dispute, the same shall be submitted to the Sole Arbitrator mutually appointed by the parties</p>	The clause is as per standard Govt. procedure. May not be possible to amend this condition.
6	13	Clause – 8.14- SET OFF	Any sum of money due and payable to the contractor (including performance security deposit refundable to him) under this contract may be appropriated by the purchaser/NBA or any other person or	<p>Request NBA to notify the bidder in writing before appropriating/setting off any such sum or money due to the bidder.</p> <p>Request NBA to cap the total cumulative</p>	<p>Due procedure will be adhered to.</p> <p>Reply to Sl.No.4 may be referred to.</p>

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			persons contracting through NBA and set off the same against any claim of the purchaser or NBA or such other person or persons for payment of a sum of money arising out of this contract made by the Contractor with Purchaser or NBA or such other person or persons contracting through NBA	penalties/damages to 5% of the total invoice value	
7	13	Clause – 9 -	Indemnity	Request NBA to cap the liability on indemnity of the bidder to 5% of the total invoice value	Reply to Sl.No.4 may be referred to.
8	10	PERFORMANCE GUARANTEE	The performance security deposit will be forfeited in case of non compliance of the terms of the agreement by the service provider.	<p>Request NBA to notify in writing to the bidder before forfeiting of PSD in case of any default on the part of bidder in carrying out the contract.</p> <p>The bidder should be given the rights of representation before termination along with reasonable period to rectify/remedy its defaults / defects / shortcomings</p> <p>Request NBA to restrict the total cumulative penalties/damages to 5% of the total invoice value.</p> <p>Request NBA to note that the bidder shall only be responsible for the default/lapses which are solely attributable to it</p> <p>Request NBA to cap the total liability of the</p>	<p>Due procedures will be adhered to.</p> <p>The successful bidder will be given the right to represent.</p> <p>Reply to Sl.No.4 may be referred to.</p>

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				Bidder under the contract.	
9	4	2.1	Designing the format of application for online submission by the candidates to be linked to NBA Website	<p>A. We assume that all the eligibility criteria and requirements of application form will be provided by NBA for designing online application form.</p> <p>B. Please confirm tentative go live date for the Online Application Portal</p> <p>C. We assume duration of hosting in months for the Online Application will be for only 1 month. Please confirm</p>	<p>Yes. All necessary inputs will be provided.</p> <p>21 days from the date of award of Contract.</p> <p>Yes</p>
10	4	2.1	Online fee payment gateway solution	<p>A. For online payment we assume the transaction charges for online payment will be borne either by CLIENT or levied to candidates. Please confirm.</p> <p>B. We assume the registration fees collected through online payment will need to be credited directly into CLIENT bank account.</p> <p>C. Please confirm if the Third party Payment collector for integration will be provided by CLIENT or need to be provided by the bidder</p>	<p>Prescribed fee has to be collected from the applicant. Any charges have to be borne by the applicant.</p> <p>NBA will not provide any payment gateway. Successful bidders shall collect payment on behalf of NBA and shall remit the same to NBA.</p> <p>To be arranged by service provider.</p>
11	4	2.1	Provide virtual proctoring solutions	A. Kindly mention what is the maximum concurrency per	Examination to be conducted in a single

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				<p>batch expected – can the candidates be split across different programs / subjects ?</p> <p>B. What is the ratio expected for Proctor: Student Appearing.</p> <p>C. Please confirm expected / Likely Exam Date(s)</p> <p>D. Please confirm if the exam is to be conducted in Single or Multiple sessions</p> <p>E. Please share historic trend of candidate counts for various Online exams</p> <p>F. Please confirm the duration of mock link for conducting mock exam.</p>	<p>session for all sub-categories.</p> <p>Approximately 1:10 for online proctoring.</p> <p>Approximately in One Month from the date of awarding contract.</p> <p>Exam in Single session only.</p> <p>NBA is proposing to conduct this type examination for the first time. Therefore no historical data is available.</p> <p>No mock exam is proposed.</p>
12	4	2.1	Coding & Decoding features shall be built in to the process of the examination	We assume this requirement to be encryption and decryption of question/options, candidate responses etc.	Yes
13	5	2.1	NBA shall provide 'Question Bank' to Service Provider (SP)	We assume the content for all Test Papers and master keys will be provided in required standard xls format Please confirm.	Yes
14	7	2.3	Test Data Archiving	Please provide the duration required for "Test Data Archiving"	6 months

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15	7	2.3	The selected bidder shall provide documented inputs and support for handling	We assume that vendor's Support is limited to providing document and related data only – pl confirm	Yes
16			Helpdesk	<p>A. We assume the helpdesk with email and telephony support provided for candidates 9.00 am to 6.00 pm on working days will suffice. Please confirm.</p> <p>B. We assume the language of the helpdesk is English & Hindi will suffice the requirement. Please confirm.</p> <p>C. Please confirm the helpdesk number would be a standard landline helpdesk number. Please confirm</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>