

GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act. No. 20 of 2007)

1st September 2012



Notice inviting Expression of Interest For providing E – Assessment Service of Answer Sheet

at

Gujarat Technological University

2nd Floor, ACPC Building, L.D. College of Engineering Campus,

Navrangpur, Ahmedabad – 380 015

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Document Name	Notice inviting Expression of Interest for providing E - Assessment Service of Answer Sheet at Gujarat Technological University
Document Reference Number	1 Advt No. GTU/Eoi/1/2012
Date of issue of EOI notice	1 st September-2012
Last date for receiving queries from responders by GTU at e-assesment@gtu.edu.in	7 th September 2012 at 11.30 A.M
Date for responder(s) conference to clarify the queries received.	11 th September 2012 at 11.30 A.M
Last date for submission of EOI Response	15 th September 2012 at 05.00 PM
Date of Presentation	20 st September 2012 onwards (exact date, time and venue will be communicated later on)
Cost of EOI	Rs. 5,000/- (By D.D. Pledged in the name of Registrar, GTU Payable at Ahmedabad)

Note:

The bidder must submit the response both in hard copy and two soft copies on CD either in person or in sealed envelope sent through registered post or speed post addressed to : Registrar, Gujarat Technological University 2nd Floor, ACPC Building, L.D. College of Engineering Campus, Navrangpura, Ahmedabad – 380 015 before the last date and time of submission.

The envelope containing the EOI Response to be super scribed with the title “EOI for providing E – Assessment Service of Answer Sheet”.

Venue for Conference for the clarity of query received:

Conference Hall, Gujarat Technological University 2nd Floor, ACPC Building, L.D. College of Engineering Campus, Navrangpura, Ahmedabad – 380 015

INSTRUCTIONS FOR EOI SUBMISSION

1. The bidder/firm must read the EOI document carefully and submit bids in strict conformity with the requirements as given in the document.
2. The bidder/firm are advised to understand carefully entire scope of work and allied activities. They may also acquaint themselves with all information indicating risk, responsibilities etc and are advised to visit the web site of GTU. If any clarification is required it should be obtained from GTU before filling the EOI document.
3. Bidder/ firm who do not fulfill all or any of the conditions of EOI, or if the response is incomplete in any respect will be summarily rejected.
4. GTU is not bound to accept any of the EOI response or bid.
5. GTU is not responsible for any delay / loss of document in transit.
6. All overwriting and corrections shall be duly attested.
7. The GTU reserves the right to accept or reject the response in full or part without assigning any reason thereof.
8. Any description/elaboration of items of work not given in the 'Scope of Work' shall not be a ground for claiming additional fee or remuneration.
9. The offer expressed through the EOI must remain valid for 120 days from the date of presentation, which may be extended if necessary with the consent of the bidders/firm.
10. **The last date for the submission of the queries related with the EOI at e-assessment@gtu.edu.in is on or before 11:30 am,7th September 2012. Last date of submission of the EOI is on or before 5:00 pm, 15th September 2012**

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1. About Gujarat Technological University

The Gujarat Technological University (GTU) has been established by the Government of Gujarat vide the Gujarat Act No. 20 of 2007 in the year 2007, the objects of the University shall be to develop the knowledge of Science, Engineering, Technology, Management and Environment for the advancement of quality of life of the mankind in general and in relation to the domain of Engineering and Technological development and applications. The GTU is a Affiliating University and its jurisdiction is whole the state of Gujarat. All the colleges or institution imparting education in engineering, technological, pharmacy and management in the state of Gujarat are associated /affiliated with the Gujarat Technological University. The University admitted the first cohort of students in 2008. It has been growing and expanding steadily. As the jurisdiction of the university is the whole of the State of Gujarat, the institutes, affiliated to it, are distributed in the five zones for conducting effective examination and resolve administrative issues. The five zones are namely Ahmedabad, Gandhinagar, Vallabh Vidhyanagar, Rajkot and Surat. GTU offers programs in almost all technological sectors, including Engineering & Technology, Pharmacy, Management, Hotel Management, Architecture and Computer Applications. These courses are offered at various levels starting from Diploma Level up to Masters. Research and/ or development is always considered as an integral part of any program at GTU. Post Graduates are offered research courses (Ph. D.) in various subjects. GTU has always set an example of excellence in academics, through innovative ideas and their effective implementation. Since inception Gujarat Technological University has won awards like ICT enabled University of the Year in E India 2009, Manthan Award 2009, "Sherdil Gujarat Award of Blood Donation of Indian Red cross Society 2010, GESIA Award – 2010 and Digital Learning World Education Award 2011. The University has established many online exam modules for simplicity.

Examination System:

GTU has more than 400 affiliated colleges across the entire Gujarat State. GTU is conducting examinations of almost 4 lakhs students in about 50 streams and 2000 subjects

leading to evaluation of more than 25 lakh answers scripts in one academic term (twice an year). Semester system has been adopted with summer semester and winter semester; each divided into end-semester exams (E Component), MID semester Exams (M Component), internal assessment (I Component) and Viva (V Component). University does work of result processing at priority bases and with high level of confidentiality. GTU has state-of-art examination automation system for examination wing of the University to enhance punctuality, transparency, efficiency and accountability of all stake holders in the examination processes. With the increasing number of examination as well as volume of transactions and records to be maintained for the vast scale of its operations, it is imperative to develop a Digital computerized information system for timely decision-making and dissemination of information to the students, colleges and other stake holders. Transparency in the pre-examination as well as post-examination and utilization of the University's Examination data requires a secure and robust data repository system for catering to the information needs of the various communities like students, teachers, administrators and associated authorities.

2. Disclaimer

This document has been prepared on the basis of information that is presently available with GTU and which is publicly available. While this document has been prepared in good faith, no representation or warranty, expressed or implied, is or will be made, and no responsibility or liability will be accepted by GTU or any of its employees, advisors or committee appointed by GTU as to or in relation to the accuracy or completeness of this document and any liability thereof is hereby expressly disclaimed. Interested Parties may carry out their own study/ analysis/ investigation as required before submitting the EOI. The technical/implementation solution/Functional requirements information provided in this notice for expression of interest is only indicative in all respects. This document does not constitute an offer or solicitation of an offer, nor does this document or anything contained herein, form a basis of any contract or commitment whatsoever.

3. Scope of work

The University has partly developed an ICT enabled examination management system to bring efficiency, punctuality and reliability in its various processes such as question paper generation, question paper delivery etc. The University needs an increasing requirement of implementation of digitization of answer scripts, e-assessment, result processing and certificate/mark sheet generation. The system shall be robust and highly scalable to meet the future challenges.

3.1 Objective:

The objective of the present work is to introduce E – Assessment of answer scripts of all GTU External theory examinations. However, the University may consider as a Pilot Project at any program/examination in winter 2012 examinations and subsequently stage wise it may be implemented in all the programs of GTU.

3.2 Overview of E – Assessment Answer Sheet Process

3.2.1 Digitization Process

- ✧ Answer scripts collected from the examination centers have to be shifted to the pre-approved Digitization Centre or GTU Campus as desired by GTU.
- ✧ All the pages in the answer booklets must be scanned. Care should be taken in proper handling of the answer books and no single answer book should be missed out. The format of the scanned images should be such that these can be displayed on a computer without installing any proprietary software.
- ✧ The student details on the first sheet of every answer script are to be masked. Scanned images should be legible for reading without any strain.
- ✧ Scanned images should be properly indexed and tagged for easy access and retrieval.
- ✧ Proper facility for the digital storage of answer books with proper security should be maintained with back-up of scanned answer sheets on the other server of GTU.
- ✧ Well Trained, professional and loyal man power for whole digitization process should be available round the clock

- ✧ The details of the deputed manpower with contact no. should be available with the designated officer of the University.
- ✧ Secrecy/confidentiality of the process should be maintained.

3.2.2 Digital Evaluation Process

- ✧ Solution for the delivery of Digitized answer scripts at the central/zonal assessment centre or examiner through Internet system should be given.
- ✧ Solution for authenticating the examiners to evaluate the Digitized answer scripts should be given.
- ✧ The image panel should have the maximum view area for the evaluators.
- ✧ Answer sheet images should be represented in a way that it resembles nearly exactly the physical answer sheets and the flow of correction is easy for the examiner.
- ✧ Zoom IN & Zoom OUT options should be provided where necessary and the image should not be affected or smudged.
- ✧ While correcting the answer sheets, the evaluators should have the same feeling as they have while correcting the answer sheets in the traditional way. Thus the system should have the provision of red marking tool for correcting and striking etc. and such marks should be automatically saved/ stored on completion of assessment/leaving the present page.
- ✧ The system should have toggle views of question paper and answer sheets for evaluators to refer to the question paper immediately while they are marking the answer scripts.
- ✧ The system should provide the total marks for each question and allow the evaluators to allot the marks in the answer scripts or at any specific places provided.
- ✧ The system should automatically sum up the total marks pertaining to that mark sheets.
- ✧ The system should allow appropriate controls for the evaluators to refer to the corrected answer scripts at any point of time and re-evaluation of particular answer before final submission/evaluation.
- ✧ After completing the final evaluation of a particular answer script, the examiner may “submit” the answer script and access the next answer script for evaluation.
- ✧ Totaling of marks as per the question paper, question paper and the evaluation scheme may be carried out by the system and displayed.
- ✧ Provision of Moderation of answer books should be incorporated in the system.

- ✧ The marks should be ported to the Result Processing Server for the purpose of further processing.
- ✧ Appropriate report generation should be incorporated. i.e. percentage of pass out/percentage of failed in whole the subject/particular question, college/institute wise report, gender wise report etc.

3.2.3 Centralized monitoring and reporting

- ✧ The system should allow access to report generation & monitoring, according to the admin controls provided.
- ✧ The system should be able to display the corrected answer scripts both with or without the red marks, as required by the University.
- ✧ The system should have a separate module to monitor the evaluation of each evaluator at any particular point of time.
- ✧ The system should also provide the facility for re-evaluation of any answer sheet as per the requirement of the University.
- ✧ The system should have standard reports about the status of evaluation at any point of time.
- ✧ The system should be capable of generating daily, weekly, monthly and consolidated reports as per the requirement of the University.
- ✧ The system should have provision to give access of the answer scripts to the student, who is permitted by the University both before the evaluation and after the evaluation.

3.3 Result processing and certificate/mark sheet generation

- ✧ Result processing module including all components i.e. E/I/M/V as per norms of GTU should be developed.
- ✧ Module has to be installed at GTU server also.
- ✧ Result should be processed within the premises of GTU and online publication of results should be provided.
- ✧ Module for the Printing of mark sheets should be developed and installed at GTU server.

4. Guiding Principles

Specific deliverables from the interested bidders as part of EOI response would include:

- ✧ An understanding of the scope of work
- ✧ An understanding of the various key activities and phases that are to be involved in successfully executing the scope of work
- ✧ A high level time plan to accomplish the stated work
- ✧ A high level solution based on the understanding gathered
- ✧ Approach to end user training and change management to ensure effective implementation during rollout across the state
- ✧ Approach to migrate data from existing systems to the proposed solution
- ✧ Support structure and service desk enablement at various offices post go-live
- ✧ Assumptions, dependencies that were considered to arrive at the proposed solution
- ✧ The proposed solution should be an Integrated, Scalable, Modular and Highly Available.
- ✧ The proposed solution must be based on SOA principles and must adhere to a SOA based integration model across various applications of the IT portfolio.
- ✧ The proposed solution must implement a multi-level security across various tiers and software layers of the IT platform.
- ✧ Best practices from the industry must be implemented across the tiers and layers of the proposed solution and across various phases of the software development life cycle.

5. Eligibility Criteria/Pre-qualification

- ✧ The bidder/firm must possess the requisite experience, strength and capabilities for providing the services necessary to meet the requirements, as described in the EOI document.
- ✧ The applicant must also possess the technical know-how and the financial wherewithal that would be required to successfully provide the E – Assessment module sought by GTU.
- ✧ The bids must be complete in all respect and should cover the entire scope of work as stipulated in the EOI document.
- ✧ The invitation to bid is open to all who qualify the eligibility criteria as given below. Eligibility criteria are mandatory and any deviation in the same will attract bid disqualification.

- ✧ The bidder/firm shall be a software development company preferably operating in the education field.
- ✧ The bidder/firm shall be in the software and services business for a minimum period of five years. Experience of affiliate, subsidiary or group companies under the same management may also be considered for qualification.
- ✧ The average turnover of the bidder/firm in the field of Examination Data Processing and Software Development and IT related activities shall not be less than Rs. 5 crores for the last financial years as on 1st April, 2012.
- ✧ The bidder/firm shall be an Indian company registered with Registrar of Companies in India.
- ✧ The bidder/firm shall be the original developer of the examination automation software.
- ✧ The bidder/firm shall have implemented such examination automation system in at least one UGC recognized University / educational institute / Board / Council in India in the last three years. The applicant shall have sufficient experience of implementing examination automation system at a time.
- ✧ The bidder/firm shall have sufficient experienced professional/technical staff for conducting such automation work.
- ✧ The Bidder should not be under a Declaration of Ineligibility or blacklisted with any of the Government/ Public sector unit Agencies/ University / educational institute / Board / Council.
- ✧ The applicant shall submit all documentary proof of the above mentioned eligibility criteria with proof of work order or such other certificates.

6. EOI Submission

The applicant must submit a Demand Draft (DD) for the value of INR 5,000/- (Rupees five thousand Only) along with the EOI Response. The DD should be pledged in the name of Registrar, Gujarat Technological University, and payable at Ahmedabad. This is a non-refundable amount.

7. Bid Evaluation process

All responses including the proposed solution(s) received by GTU shall be evaluated by an evaluation committee duly constituted by GTU, on the basis of eligibility criteria mentioned in this document. The responders may be called to present the solution proposed by them to the said committee at their own cost at a specified date, time and venue to be communicated to them at least seven days in advance. Only the eligible bidders will be informed of their selection. The request for proposal (RFP) will be issued only to eligible bidders. GTU shall be at liberty to reject any response received from any company or consortium for the Expression of Interest in response to the notice inviting Expression of Interest(EoI) dated 01/09/2012

8. EOI Response form

To be submitted with EOI response

Note:

Details filled in this form must be accompanied by sufficient documentary evidence, in order to verify the authenticity and correctness of the information.

Sl.No.	Description	Details (To be filled in by the responder to the EOI)
1.0	Name of the Company	
2.0	Official address	
3.0	Phone No. and Fax No.	
4.0	Corporate Headquarters Address	
5.0	Phone No. and Fax No.	
6.0	E-Mail address of contact person	
7.0	Web Site Address	
8.0	Details of Company's Registration (Please enclose attested copies of the documents)	
9.0	Name of Registration Authority	
10.0	Registration Registration Number and Year of Registration	
11.0	Product/Service for which Registered with validity period	
12.0	CST/LST/VAT registration No.	
13.0	Service Tax Registration No.	
14.0	Permanent Account Number (PAN)	
15.0	Whether the company complies with the Requirement under the Contract Labour (Regulation and Abolition) Act	
16.0	Name of Bankers along with Branch(as appearing in MICR Cheque) & Account No.	
17.0	Name of the Authorized Signatory, who is authorized to respond to the EOI	
18.0	Other documents provided	

The following notes offer guidance to proposing responders in the form of a model outline for their response document. All the headings indicated below must be addressed in the sequence shown, providing as much relevant detail as possible. (Conformance to this outline will assist the subsequent evaluation and selection activities, and any variations should be documented).

Additional headings and information may be provided by the proposing responder where they are required to include additional details or explanations.

Description of the proposing responder:

- I. Specifically include legal status, ownership, and the name of the person within the company who is responsible for this project.
- II. The proposing responder's general understanding of the project requirements and the proposed total solution
- III. The main features of the proposed solution and any areas of financial, operational, development risks that are perceived
- IV. Upgrade and technology refresh strategy for the proposed software platform
- V. Describe the strategy suggested for future upgrade of the supplied equipment and/or products and any impact this strategy may have on operation etc.
- VI. Scope of work compliance as per the document

UNDERTAKING

(To be submitted by the responder on the responder's letter head)

I/We hereby undertake that I/we have studied and understood the Expression of Interest document completely.

I/We hereby undertake that I/We understand that the Section Scope of Work and Requirement of this EOI is indicative only and not exhaustive in any manner and that the final scope of work and technical specification will be decided by the GTU at their discretion.

I/We hereby undertake that I/We understand that the GTU reserves the right to finalize the scope of work and requirements at its discretion, which may be based on my/or proposed solution and/or any other responder's proposed solution and/or as decided by the GTU. I/We hereby indemnify the GTU from using our proposed solution and or technical specifications and I/We hereby declare that I/We shall not be having any claim and/or right for the said usage. I/We hereby undertake to provide the requisite OEM authorization as and when required and/or asked for by GTU, as per the solution and/or requirements, as decided by GTU at their discretion.

I/We hereby undertake that I/We understand that the GTU reserves the right to float a separate tender for the scope of work and requirements as mentioned above of this EOI irrespective of the outcome of this EOI. I/We understand that in such a case I/We shall bid separately for that tender and in no case our response to this EOI shall be deemed as a bid for the said tender.

I/We hereby undertake that I/We understand that the GTU reserves the right to short list responder(s) for further tendering of this EOI and in case of my/our response being rejected I/We shall have no claim of any sort in the further tendering process. Further GTU shall be at liberty to allow any company to respond in the tender process at the stage for "Request for Proposal" irrespective of the fact that the company allowed has participated in the EOI or not and I/We shall have no claim of any sort on such process.

I/We hereby undertake that we shall comply with the Scope of work and requirements and there are no deviations of any manner in this regard from my/our side.

I/We hereby undertake that in case my/our response to this EOI is short listed, I/We agree to bid for the further tender as and when asked for by the GTU based on the terms and conditions and technical specifications and scope of work as finalized and decided by the GTU at their discretion.

I/We undertake to be the single point of contact for GTU and shall be solely responsible for all warranties, upgrades, and guarantees etc, offered by the OEM, and system integration and facilities management and for the entire scope of work and requirements as per the service levels defined in the subsequent tender document.

I/We here by affirm that our response is valid for a period of 120 days from the date of EOI submission.

**GUJARAT TECHNOLOGICAL UNIVERSITY**(Established Under Gujarat Act. No. 20 of 2007)

Advertisement

Advt No. GTU/EoI/1/2012

Gujarat Technological University (GTU) invites "Expression of Interest (EoI)" from leading, reputed, professionally & financially sound, well experienced registered companies/agencies/organizations/firms. in relevant and similar work for E-Assessment service of Answer Sheets. **Procedure for submission of EoI.** Bidder proposing to submit EoI, kindly visit university website www.gtu.ac.in for downloading the full document of EoI including details of Scope of Work and the desired prerequisites. EoI may be sent in as prescribed in a sealed envelope duly superscribed 'Expression of Interest for providing E – Assessment service of Answer Sheet in GTU' either by registered post or Courier to : Registrar, Gujarat Technological University, 2nd Floor, ACPC Building, L.D. College of Engineering Campus, Navrangpura, Ahmedabad – 380 015 on or before 5:00 pm 15/09/2012.

Date :-01-09-2012**Registrar**