



पंडित रविशंकर शुक्ल विश्वविद्यालय, रायपुर छत्तीसगढ़ भारत
Pt. Ravishankar Shukla University, Raipur Chhattisgarh, India
Estd-1964 – recognized by UGC U/s 2(f) and 12 (B)
NAAC “A” Grade

CRITERION-II

EVIDENCE(S), AS PER SOP

METRIC No. 2.5.3	IT integration and reforms in the examination procedures and processes have brought in considerable improvement in examination management system of the institution
<ul style="list-style-type: none">• EC and Agreements	



पं० रविशंकर शुक्ल विश्वविद्यालय, रायपुर (छ०ग०)

क्रमांक 143/विकास/अनुबंध/2017
प्रति,

रायपुर, दिनांक 17.04.2017

मे० लर्निंग स्पाइरल प्रा०लि०,
3 ए, आकलैंड प्लेस, 5 फ्लोर, सुईट - 5बी,
कोलकाता.

विषय :- ऑनलाइन नामांकन एवं परीक्षा आवेदन फार्म एवं रिजल्ट प्रोसेसिंग कार्य 2017 के कार्य आदेश ।

संदर्भ :- अनुबंध दिनांक 10.09.2015 एवं कार्यपरिषद की बैठक दिनांक- 28.03.2017 के विषय क्रं. 15 पर हुए निर्णय अनुसार ।

विषयांतर्गत सूचित करना है कि कार्यपरिषद की बैठक दिनांक- 28.03.2017 के विषय क्रं. 15 में लिए गए निर्णय अनुसार वार्षिक/पूरक परीक्षा 2017 के लिए ऑनलाइन नामांकन एवं परीक्षा आवेदन फार्म एवं रिजल्ट प्रोसेसिंग संबंधी कार्य आपके फर्म से निम्न विवरण के अनुसार आपके द्वारा कार्य किया जाना है :-

A 1.

Particulars	
Online submission of Enrolment Form for Regular student/Exam Form/Supplementary Form/Revaluation Form etc. All payment through online generated Bank Reconciliation, Fec calculation etc. (with photographs.)	Rs. 02.40

A 2.

Particulars				
Pre-Examination work including all reports, internet display, web space hiring charges etc.	Post-Examination work including all reports, internet display, web space hiring charges etc.	Revaluation work including all reports, internet display, web space hiring charges etc.	Supplementary Examination including all reports, internet display, web space hiring charges etc.	Total Amount
Rs. 05.95	Rs. 06.25	Rs. 06.10	Rs. 06.25	Rs. 24.55

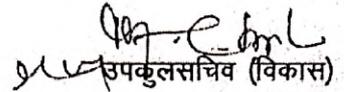
अतः आपके द्वारा सत्र 2015-16 के रिजल्ट प्रोसेसिंग कार्य में किए गए त्रुटियों के लिए चेतावनी दिया जाता है कि सत्र 2016-17 के रिजल्ट प्रोसेसिंग कार्य एवं परीक्षा से संबंधित अन्य कार्यों में त्रुटि नही करेंगे।

आदेशानुसार


उपकुलसचिव (विकास)
रायपुर, दिनांक 17.4.2017

पृ. क्रमांक /विकास/2017
प्रतिलिपि :-

1. उपकुलसचिव, परीक्षा/गोपनीय पं. रविशंकर शुक्ल विश्वविद्यालय, रायपुर छ.ग. को सूचनार्थ।
2. कुलप्रति के सचिव/कुलसचिव के निजी सहायक, पं. रविशंकर शुक्ल विश्वविद्यालय, रायपुर छ.ग. को सूचनार्थ।


उपकुलसचिव (विकास)

Section Officer (Dev. Sec.)
Pt. R.S.U., Raipur (C.G.)



छत्तीसगढ़ CHHATTISGARH

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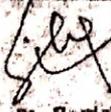
AGREEMENT

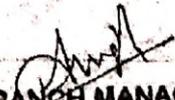
This Agreement is for Confidential-examinations work with the use of OMR bar-coded Answer sheets with online facility of different examinations of Pt. Ravishankar Shukla University, Raipur in the light of Tender 37/DEV/2018 Dated- 13/02/2018 between Pt. Ravishankar Shukla University, Raipur, Chhattisgarh and National Consumer Co-operative Federation of India Ltd. (NCCF).

This agreement is made on this Thirty first day of March 2018 between, Pt. Ravishankar Shukla University, Raipur through its Registrar on the FIRST PART AND National Consumer Co-operative Federation of India (NCCF) having its registered office at Deepali (5th Floor), 92, Nehru Place, New Delhi - 110019 & its local office through its Branch Manager, National Consumer Co-operative Federation of India Ltd. (NCCF), Adarsh Nagar, Kanke Road, Ranchi - 08 (here in after referred to as the Company) which shall mean and include its agents, heirs, successor, representative and assignee as the OTHER PART.

And whereas the Pt. Ravishankar Shukla University, Raipur, desirous for taking services of the aforesaid Company for confidential work of pre & post examinations of the different exams of the Pt. Ravishankar Shukla University, Raipur with the use of

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OMR bar-coded answer sheet & online facility on the terms and conditions laid down in the NIT Tender No. 37/DEV/2018 Dated- 13/02/2018.

And whereas NCCF has mutually agreed to render its services to the Pt. Ravishankar Shukla University, Raipur for all of its examinations from the academic session starting from the year 2018-19 to next three sessions on the terms and conditions as mentioned hereunder and the Post examination work of Annual Examination 2018 on the terms laid down in NIT Tender No. 37/DEV/2018 Dated- 13/02/2018.

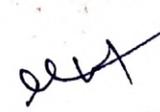
Pt. Ravishankar Shukla University, Raipur has agreed to allot / issue the work order of confidential works (pre & post exams works) of different exams with the use & supply of OMR bar-coded answer sheets with complete online facility to NCCF Ranchi for three academic session starting from the year 2018-19 and Post examination work of Annual Examination 2018, invited through tender memo 37/DEV/2018 Dated- 13/02/2018 which further agreed upon by both the parties.

- (A) On the basis of minimum quoted Rate @ 210/- per student per year up to ATKT/supplementary examination of that year. GST will be charged extra and Rupees 15/- plus GST for the Post Annual examination work for 2018.
- (B) Aforesaid Company has agreed to take up the said jobs on the terms & conditions mentioned in the tender paper & in this agreement.
- (C) Aforesaid company has to establish the Data Processing Centre with the Software, Stationeries, Technical staffs in the premises of the Pt. Ravishankar Shukla University, Raipur situated in Raipur (CG) within a period of 1 Month positively.
- (D) University will provide Space, AC (installed), Electric, Internet facility only at Raipur for establishing the Data Processing Centre of the aforesaid company for the said purpose. University will also be co-operative to the aforesaid company mutually to solve the problems.
- (E) Aforesaid company will do under mentioned jobs for complete automation work of different examinations conducted by the Pt. Ravishankar Shukla University, Raipur.

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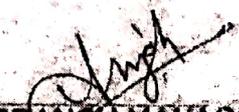
DETAILS OF THE WORKS

- (1) Pre-exam work
- (i) Online admission cum enrolment of the students admitted in different courses running in UTDs and all affiliated Colleges of Pt. Ravishankar Shukla University, Raipur.
 - (ii) Scrutiny of the online admission applications and preparing merit list of colleges as per prevailing rules & regulations of the University.
 - (iii) After the admission is over, generation of Enrollment slip of all the admitted students in UTD and various colleges of the University.
 - (iv) Issue of checklist for correction of wrong entry, issue of registration slip, uploading of registration slip of each student on the website of Pt. Ravishankar Shukla University, Raipur for downloading.
 - (v) Correction of Data as per original documents, on the issuance of the statement of the Students (College & subject wise).
 - (vi) Allotment of roll numbers and examination centers as per suggestions of Pt. Ravishankar Shukla University, Raipur.
 - (vii) Issuance of Online admit card, attendance sheet, dispatch memo, roll sheet of all examinations, 10 days before the date of commencement of the concerned exams.
 - (viii) Issuance of details of numerical return of the examinations, center wise, college wise, subject & paper wise for each examinations for question paper packing 15 days before the commencement of the concerned exam.
 - (ix) Supply of OMR bar-coded 32 pages answer sheets for each student of each paper of the concerned exam to the University HQ, Raipur. If any student demands 2nd answer book after writing of all pages of main answer sheets, then additional bar-coded answer sheet (supplementary answer sheet) of 08 pages will be provided.

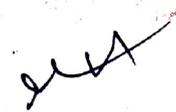


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BRIEF OF THE PRE ONLINE EXAM WORK :-

- Online facilities of examination calendar.
- Complete Dash Board for student, Colleges & University Admin with complete demography as per need of the University.
- Online Admission System with every college having login facility.
- Online provision of preparation of Merit List.
- Online fees payment.
- Online Enrollment/ Registration.
- Online Examination form.
- Online Admit Card.
- Online transaction /payment gateway must be provided by the Company (NCCF)

(2) POST EXAMINATION WORK :-

- (i) Preparation of OMR bar-coded answer sheets for evaluation. Making of bundles subject wise, paper wise, college wise, for evaluation. Tearing of C part containing details of examinees before the evaluation work immediately after completion of examination paper wise. After tearing, OMR answer sheet handing over it with details sheet to the Coordinator of evaluation centre for evaluation.
- (ii) Scanning of the C part of OMR cover page for making data bank of each student.
- (iii) After evaluation tearing of B part of the OMR cover page for posting of marks & processing of result.
- (iv) Preparation of result & publishing of result within 10 days after completion of evaluation work.
- (v) Publishing of result on University websites along with providing subject wise marks of each student, though SMS on registered mobile & corresponding Emails.
- (vi) Issuance of mark sheet, 3 copy of TR (A/3 size) subject wise, college wise, provisional certificate (if needed for final year) within 3 days after publishing the result.
- (vii) Issuance of merit list within 10 days after publishing the concerned result.

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- (viii) Issuance of , in hard copy and through Dashboard representation statistical data of appeared, passed, failed student along with categories wise details like girls, boys, SC/ST/OBC/GENERAL & their % to each concerned exam.
- (ix) All work will be done under the supervision & as per instruction of the Registrar/Deputy Registrar of examination of the University.
- (x) Printing of degree certificates of final year students after publishing of the result. Degree certificate paper will be provided by the University.
- (xi) Printing and issuance of migration certificate on demand within 2 days.
- (xii) Providing of the answer sheet for clearance of pending result and scrutiny within 2 days after receiving the requisitions letter.
- (xiii) Publication of result after scrutiny & clearance of pending result immediately if needed.
- (xiv) Maintenance of all OMR answer sheets at the University Office up to 2 years.
- (xv) Above noted all work are time bound work, this should be completed within the stipulated time as per instructions given by the Deputy Registrar of examination from time to time.
- (xvi) All work will be done as per rules & regulations of the University; hence, the software should be configured as per the requirements of rules & regulation.
- (xvii) After completion of the publications of the result all the data of each concerned exam should be handed over to the Registrar/Deputy Registrar of examination in C.D. as well with details leveling one copy in PDF form & one copy in general form.
- (xviii) All work will be done in the premises of the Pt. Ravishankar Shukla University, Raipur, situated at Raipur (C.G.).

BRIEF OF THE POST ONLINE EXAM WORK :-

- Online Result with SMS services & Email Facilities.
- Apply online / status for re-totaling and Revaluation of Answer Sheets.
- Online requisition for certificates and Degrees.
- Uploading of Certificates on NAD portal.
- Online verification of Certificate / Degrees / Mark sheet in NAD.

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Complete Dash Board for student, Colleges, & University Admin with complete demography as per need on the University.

(3) **Detail specification for printing of different documents.**

(i) Paper of OMR bar-coded answer sheets should be of 60 GSM with 32 pages. OMR cover page should be of 110 GSM. Space for giving different data on cover page should be provided with consultation with Deputy Registrar (Exams). It should be perforated with marking of Pt. Ravishankar Shukla University, Raipur (C.G.), if directed to do so.

(ii) Paper of provisional certificate, migration certificate, mark sheet should be of 110 GSM along with background mark of Pt. Ravishankar Shukla University, Raipur (C.G.).

(iii) Paper of TR (in A3 size), Roll Sheet, Attendance Sheet, and Dispatch Memo shall be of 70 GSM.

(F) **Mode of terms of Payment**

(i) Pt. Ravishankar Shukla University, Raipur shall pay Rs. 210/- per student per year (exclusive of GST) to NCCF, Ranchi. Payment will be made on the basis of the Nos of Admit cards issued. The counting of admit card will made only one time for one student during the whole Session.

(ii) Any mistake, if not rectified within stipulated time as directed by Registrar/Deputy Registrar of Examinations, penalty charges may be imposed for mistake of data & delayed work on the report of the Deputy Registrar of Examinations or any enquiry team constituted by the University.

(iii) 50% payment shall be made to the firm after completion of pre-examination work of the concerned exam and rest after completion of Post Examination processing work.

(iv) Payment shall be made within two weeks after the receipt of Bill. In case of default current rate of Bank interest will be charged extra per month.

(v) All the transaction shall be made in the form of RTGS or NEFT transfer in the account provided by NCCF.

(vi)


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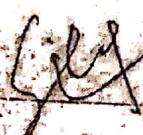
(G) Confidentiality & Legal Aspect:

- (i) NCCF shall maintain the confidentiality & secrecy of the examination in all spheres.
- (ii) NCCF shall complete the works in the time limit specified by the Registrar/Deputy Registrar of Examinations & follow the instruction given from time to time.
- (iii) In case of breach of secrecy, the University shall be free to take the necessary legal action.
- (iv) In case of unsatisfactory performance and /or breach of any terms and Conditions of the Tender & this Agreement, the University shall be free to terminate the contract forthwith. The opportunity of hearing shall be given to the company.
- (v) All legal actions shall be settled under Raipur (C.G.) Jurisdiction only.
- (vi) Only the Certified staff of the company will be allowed to enter the Computer Section with the permission of the Deputy Registrar of examinations of the University. For this, the company will provide the list of its staff posted in the University for this Work.
- (vii) The agreement is valid only for three academic sessions starting from 2018-19 onwards. On satisfactory performance of the company, the agreement may be renewed further for next three academic sessions on mutual consent basis.
- (viii) All the conditions laid down in the tender document and this agreement shall be observed strictly by both the parties.

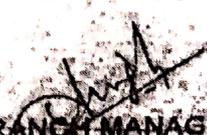
(H) Force Majeure

Force Majeure is herein defined as any cause, which is beyond the control of Pt. Ravishankar Shukla University, Raipur or NCCF as the case may be, which they could not foresee, and which substantially affect the performance of the Agreement such as:

- (a) Acts of a Government, domestic or foreign, including but not limited to war, declared or undeclared, priorities, guarantees, embargoes etc.
- (b) Any riot or civil commotion;
- (c) Any earthquake, floods, tempest, lightening, epidemic or other acts of nature or public enemy;
- (d) Inability to secure material or transportation facilities due acts/omission of carries/railways or other means of transport;
- (e) Any strike or lockout (only those including 10 continuous days in duration) affecting the work.


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However, Force Majeure shall not include

- (i) Any event, which is caused by the negligence or intentional action of a party or its agents or employees, nor
- (ii) Any event, which a diligent party could reasonably have been expected to both (a) take into account at the time of the conclusion of this Agreement (b) avoid or overcome in the carrying out of its obligations hereunder.

Further, force majeure shall not include insufficiency of funds or failure to make and payment required hereunder.

This failure of party to fulfill any of its obligations hereunder shall not be considered to be a breach of, or default under, this contract in so far as such inability arises from an event of force majeure, provided that the party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this agreement.

A party affected by an event of Force Majeure shall take all reasonable measure to remove such party's inability to fulfill its obligations hereunder with a minimum of delay.

A party affected by an event of Force majeure shall notify the other party of such event as soon as possible, and in any event, not later than ten days following the occurrence of such event and shall similarly give notice of the restoration of normal conditions as soon as possible.

The parties shall take all reasonable measures to minimize the consequence of any event of Force Majeure.

Any period within which a party shall, pursuant to this Agreement, complete any action or task, shall be extended for a period equal to time during which such party was unable to perform such action as a result of Force Majeure.

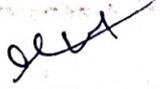
(I) **Amendments to the Agreement**

Should the circumstances arise which call for amendments to this agreement, these may be made by mutual consent given in writing. Proposals in this regard from one party shall be given due consideration by the other party.

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(1)

Jurisdiction

In the event of any question, dispute any / or difference arising under this Agreement or in connection therewith including any question relating to existence, meaning and interpretation of any clause of this Agreement or any alleged breach thereof, the same shall be resolved as far as possible by mutual discussions and consultations between the parties to this agreement.

This agreement is subject to jurisdiction of civil courts at Raipur.

For and Behalf of

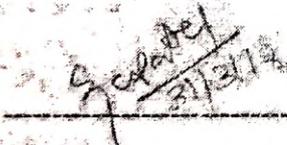

Registrar
Pt. Ravishankar Shukla University,
Raipur (C.G.)
REGISTRAR
Pt. Ravishankar Shukla University
Raipur (Chhatuqarh)


Branch Manager
NCCF of India Ltd.
Adarsh Nagar, Kanke Road, Ranchi
BRANCH MANAGER
National Co-operative Consumer's
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Adarsh Nagar, Kanke Road, Ranchi-6



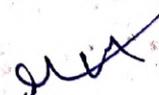
Witness

1.


31/3/74 DR (Dev.)

2.




Section Officer (Dev. Sec.)
Pt. R.S.U., Raipur (C.G.)