



TENDER NOTICE NO. BSEH/TENDER/2026/1016/NMMSS

Date: 01-09-2026

Tender Fee Rs. 1000/-



Board of School Education Haryana, Bhiwani

BID DOCUMENT

TENDER FOR ONLINE REGISTRATION AND DATA PROCESSING FOR NMMSS EXAM 2026.

Secretary,
Board of School Education Haryana,
Bhiwani-127021
(Ph.: 01664-243336)

Signature of the Bidder with Seal



TABLE OF CONTENTS

SECTION	TITLE	PAGE NO
I	Bid Documents	1
II	Table of Contents	2
III	Notice Inviting Tender	3
IV	Tender Summary	4
V	Instructions to bidders	5-6
VI	Special Conditions of Contract	7
VII	Scope of Work	8
VIII	Technical Bid	9
IX	Financial Bid	10
X	Annexure (1 to 4)	11-15



NOTICE INVITING TENDER

The Board of School Education Haryana, Hansi Road, Bhiwani invites tenders under two bid system from the reputed, experienced & technologically sound agencies/firms for providing services for **online registration and data processing for NMMSS exam**.

For participation in the bid, agencies will fill the complete tender form available at the Board's Website www.bseh.org.in and <https://etenders.hry.nic.in> as per schedule as given in critical dates as under. Interested agencies may download the tender document from Board's Website www.bseh.org.in (for perusal /reference only):

Critical Dates

Subject	Date and Time
Bid Document Download Date	01-09-2026 05:30 PM
Bid Submission Start Date	01-09-2026 05:30 PM
Bid Submission End Date	08-09-2026 05:30 PM
Technical Bid Opening Date	09-09-2026 10:00 AM
Financial Bid Opening Date	TO BE INTIMATED LATER ON

Any amendment/correction in the tender document will be done by the Board authority through <https://etenders.hry.nic.in>. Prospective bidders are requested to regular visit/check the Board's website. The cost of bid document is Rs. 1000/- (Rupees One Thousand only) which is non-refundable and Earnest Money Deposit of Rs 10,000/- (Rupees Ten Thousand only) be submitted online through e-tender portal gateway and the Proof of deposited slip should be enclosed /uploaded with the tender document.

Bids submitted through offline mode or in incomplete shape or beyond the stipulated period shall be summarily rejected. The Competent Authority of the Board reserves the right to accept or reject any or all tenders without assigning any reason thereof. Conditional tender will not be accepted. The Technical Bids / Financial Bids shall be opened by the committee authorized by the Secretary for this purpose in the Board's Committee Room in the presence of the bidder who wish to remain present. Financial bids will be opened only of those bidders who will qualify in Technical Bid.

For any query/clarification/difficulty regarding tendering process flow, please contact us on:

Address:

**Board of School Education Haryana,
Bhiwani-127021**

E-mail: ascc@bseh.org.in

Mob. 9050911877

Secretary

TENDER SUMMARY

Sr. No.	Tender No	BSEH/TENDER/2026/...../NMMSS
1.	Description of Work	Online Registration and Data Processing (pre phase and post phase work) for NMMSS Exam 2026.
2.	EMD	Rs. 10000/- (Rs. Ten Thousand only)
3.	Tender Document Cost	Rs. 1000/- (Rs. One Thousand Only)
4.	Start date of Bid Submission	01-09-2026 & 5:30 PM
5.	Bid Submission End Date & Time	08-09-2026 & 5:30 PM
6.	Date & time for opening Technical Bids	09-09-2026 & 10:00 AM
7.	Date & Time for Opening Financial Bids	To be intimated later on.
8.	Validity of contract	One year from date of award & can be extended for further Two years (year on year basis) on satisfactory performance of firm, on same terms & conditions
9.	Contact person for any query regarding bid document.	Assistant Secretary (Computer Cell) BSEH, Bhiwani. M.No. 9050911877 E-mail: ascc@bseh.org.in

INSTRUCTIONS TO BIDDERS

Eligibility Conditions (Qualification Criteria)

The bidder must fulfill the following Qualification Criteria /eligibility conditions

- i) The tender document fee of Rs. 1000/- is non-refundable. Similarly, the bidder must deposit the required amount of EMD Rs. 10,000/- as prescribed on the e-tender portal.
- ii) The authorized person must have to submit information like, the name of the bidder, designation, address, email Id & telephone no. etc. mentioned on a separate paper while submitting the tender document. If the bidder is a partnership firm, then the name, designation, address & office telephone no of directors/partners are to be mentioned on a separate paper and must be furnished while submitting the tender document. Please refer **Annexure-1**.
- iii) Partnership deed in case of partnership firm, the bidder must have articles of association (In case of Company), by laws and certificate of registration (In case of registered co-operative society).
- iv) The bidder must submit an undertaking on a stamp paper of Rs 100/- as per the given format in **Annexure-2**.
- v) The bidder must have GST, PAN of firm/company/agency/society.
- vi) The Firm/company/agency must have ISO certified.
- vii) The Firm must have annual turnover of 25 Lakhs in last two financial years. Attach copies of documents with CA certified report.
- viii) The bidder should have handled at least one (01) assignment of similar nature in any Boards/University/Govt Dept/. Assignments of similar nature must include the major activity such as online registration of candidates, collection of the examination fee through the gateway payment mode, reconciliation of examination fee, modification of candidates' data, online award, generation of check lists, cut lists, admit cards, result compilation, generate result reports, printing of all type of certificate (end to end solution) by the bidder. Copy of successful work completion certificate must be attached.
- ix) The bidders should neither have been debarred/blacklisted by the Central/ State/Govt. Department/ Universities/Educational Institutions/ Organization etc. nor should have any litigation enquiry pending with any of these department or court of law with regards to the works executed.
- x) An affidavit that the Firm/Company/Agency/Society has not been debarred and/or black listed on a stamp paper of Rs. 100/-.
- xi) The successful bidder shall be required to deposit Performance Security an amount equal to 10% of the tendered value of the assigned work within Seven days from the date of intimation regarding acceptance of the bid. EMD will be adjusted against performance security.
- xii) The bidder must provide 24*7 support.
- xiii) Performance Security shall be submitted in the form Demand draft/RTGS/Board fee receipt in favor of Secretary, Board of School Education Haryana, Bhiwani.
- xiv) Performance security will be discharged on request of the firm after successful completion of work.



- xv) If the Contractor fails to perform or neglects to discharge any of his obligations under the Contract, it shall be lawful for the Secretary, BSEH, to forfeit the whole or any part of the Performance Security furnished by the Bidder, as compensation for any loss or damage resulting from such failure or neglect.
- xvi) No advance payment will be made under any circumstances. Payment shall be made by the Board to the firm/agency on the basis of the total number of candidates for whose admit cards generated for appearing in the exam of the work concerned.
- xvii) 100% payment shall be made after successful completion of pre & post examination work and after making deduction for mistakes/ penalty charges if any and completion of reconciliation of fee.
- xviii) In the event of any question, dispute or difference arising under the agreement or in connection there with (except as to matter the decision to which is specifically provided under this agreement), the same shall be referred to the sole arbitration appointed with the free consent of both the parties in accordance with the Arbitration and Conciliation Act, 1996.
- xix) In all matters and disputes arising there under, the appropriate courts at Bhiwani shall have jurisdiction to entertain.
- xx) Photo recognition application/software will be used for pre-phase work.
- xxi) Centre Superintendent Bill & other documents of Centre Superintendent will be collected online through application.
- xxii) The validity/Work Order can be extended for further two years (year on year basis) if work performance found satisfactory.
- xxiii) The bidder must have to fill **Annexure-3**.

SPECIAL CONDITIONS OF CONTRACT

1. Secretary of the Board reserves right to counter offer price against price quoted by the bidder.
2. The bidder shall provide complete backup of data.
3. The time schedule may be required to be adjusted as per requirements of the Board from time to time as the work is very crucial and is highly time bound. In case of any delay in supplying the desired report on the part of the computing agency, it shall be liable to pay charges of **Rs 1000/- per day** to the Board. The **Secretary of the Board is empowered** to penalize the agency up to maximum limit 1 lakh or decide the penalty as per circumstances. If any cost is incurred by the Board in the form of over-time or any other means because of any delay on part of the contractor, the same shall also be recovered from the contractor either fully or partially.
4. The computing agency shall be required to undertake full responsibility of the safe custody and to maintain secrecy of documents supplied by the Board. Each document and data given by the Board shall be kept strictly confidential and no part of it shall be divulged to any person at any time without written authorization from the Board. In case of lapse, the computing agency will be fully responsible for the consequence.
5. A demonstration will be conducted if deemed necessary by the competent authorities.
6. The volume of candidates for the work is approximately 60 thousand and value of tender is approximately 3 Lakhs.
7. The errors other than input documents errors (i.e. all types of documents/information, poor quality of photo/signature or any kind of stationery supplied by the Board) shall be the responsibility of the computing agency. For a mistake observed after completion of work, the agency will have to pay charges as under:-
 - (a) Any mistake in particulars @ Rs.50/- per candidate.
 - (b) For wrong declaration of result @ Rs. 100/- per candidate.
8. Any kind of updates of the data after declaration of the result if required will have to be done by the agency within 24 hours without any extra charges.
9. The reports will have to be prepared as per instructions of the Board in the formats given/approved by the Board after getting clearance in writing from the Board and will have to ensure 100% accuracy.
10. The agency will have to supply copies of each report as intimated by the Board.
11. The bidder/firm must handover all the data related to pre-exam and post-exam activities with full documentation.
12. Firm will declare the result on own server and link will be provide to computer cell to display on Board's website.
13. The Secretary of the Board shall be empowered to extend a reasonable relaxation in any terms and condition in the interest of Board in any supervening circumstance. In case of any emergent situation, Secretary, Board of School Education Haryana Shall have the power to extend the time period on receipt of request/application from the firm before completion of work. The Secretary of the Board also have the power to waive off/reduce the penalty.
14. For any point which is not covered under the provisions of the tender, the Secretary of the Board of School Education Haryana shall be the supreme authority, whose orders in any of such issues at all stages shall be final for one and all as matter in the interest of the Board.
15. MSME firms are entitled/ eligible for relaxation as per instructions of the appropriate Government/Authority.



SCOPE OF WORK :-

Online Registration, Data Processing Pre-phase & post-phase work for NMMSS Exam 2026

A. PERIOD DURING WHICH THE WORK IS TO BE DONE

The entire work is to be completed in such a time bound/scheduled manner as per the schedule provided by the Board office.

B. OBLIGATIONS OF BOARD

1. To supply soft copy of schools / center duly coded.
2. To supply hard/soft copy of input documents/layouts used in the system.
3. To supply hard/soft copy of various reports to be prepared.
4. To supply hard/soft copy of important instructions / policies affecting the system.
5. To prepare time line of the system to provide end to end solution.
6. To approve layout of report formats.
7. To provide any other intermediate information required for the system.
8. To provide pre-printed stationery.
9. To provide updated softcopy of school master.

C. OBLIGATIONS OF AGENCY

1. Arrangement of Dedicated High-end Server.
2. Hosting of application as per time line decided.
3. Processing of Data Base after closing Date in a phased manner.
4. The Firm will provide the Services of Technical during whole period of the work.
5. Back up of Data Base and images on Hard Disk are required by the Board for all the different stages (along with the first stage of Data Base i.e. at the time of registration of schools and staff within one week after the last date of registration).

Technical Bid

Technical Bid for Online Registration, Data Processing Pre-phase & post-phase work for NMMSS Exam 2026

ABOUT THE FIRM

1	Year of establishment & Registration of firm.	
2	Type of firm (Proprietary/Private/Public/Govt.)	
3	Total turn over with balance sheet of last two years with C.A. certified report.	
4	Quality certification no, if any details of issuing authority validity of certificate (attach proof)	
5	One work completion certificate. Mention name of the organization (s), nature of jobs, volume of work in terms of No. of candidates handled every academic year/session (Attach copy of work orders)	
6	Mention PAN / GST Number	
7	Have you ever been black listed/debarred? If no Attach affidavit on Rs. 100/- stamp paper.	
8	Undertaking on a Stamp paper of Rs. 100/- as per the given Format (Annexure-2)	
9	The Firm/company/agency must have ISO certified.	

(Signature of the bidder)_____

Name and Address (with seal)_____



Financial Bid

Financial Bid Online Registration, Data Processing Pre-phase & post-phase work for NMMSS Exam 2026

NOTE: - Rates to be quoted Inclusive all of taxes.

RATES FOR THE WORKS INDICATED IN THE BID DOCUMENTS

Sr. No.	Work Name	Rates In Words and Figures (Rates to be quoted Inclusive all of taxes.)	Unit
1.	Online Registration, Data Processing Pre-phase & post-phase work for NMMSS Exam 2026 (End to End Solutions).	Rs. _____ (In words) _____ _____	Per candidate



Annexure-1

TENDER FORM FOR BIDDER

1. Cost of tender: Rs 1000.00
2. Due date for submission of tender upto
3. Opening time and date of technical bid at
4. Names, address of firm/agency _____
_____ and telephone numbers _____
5. Registration no. of the firm/agency. _____
6. Name, Designation, Address _____
and telephone No. of the bidder or authorized person of firm/
agency to deal with _____
7. Please specify as to whether _____
Tenderer is sole proprietor/ _____
Partnership firm name and _____
Address and telephone no _____
Of directors/partners should _____
Be specified.
8. PAN no. & GST no. _____
9. Details of bid security deposited:
(a) Amount: Rs. _____
(Rupees in words also) _____
10. Details of ISO certification: _____

11. Declaration by the bidder:

This is to certify that I/we before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves abide by them.

(Signature of the bidder)

Name and Address with seal



ANNEXURE-2

**(ON A STAMP PAPER OF Rs. 100/-)
 UNDERTAKING**

Tender No. _____

Dated:

To

The Secretary

Board of School Education Haryana,
 Bhiwani-127021

(Name of the Firm/Agency/Company)

Name of the tenderer

Due date of tender

Dear Sir,

1. Having read the conditions of contract and services to be provided, the receipt of which is hereby duly acknowledged, we, undersigned, offer to provide the required services for the work with the conditions of contract and specifications for the sum shown in the schedule of prices attached herewith and made part of this bid.
2. We undertake, to enter into agreement as early as possible of being called upon to do so and bear all expenses including charges for stamps etc. and agreement will be binding on us.
3. If our bid is accepted, we will provide a sum not exceeding 10% of the contract sum as a performance security via RTGS/ demand draft.
4. We agree to abide by this bid for a period of 90 days from the date of opening the financial bid and it shall remain binding upon us and may be accepted of any time before the expiration of that period.
5. Until an agreement is signed and executed, this bid together with your written acceptance thereof in your notification of award shall constitute a binding contract between us.
6. Bid submitted by us is properly sealed and prepared so as to prevent any subsequent re -placement.
7. We understand that you are not bound to accept the lowest or any bid, you may receive.

Dated thisDay of2026

Signature of

In capacity of

Duly authorized to sign the bid for and on behalf of

Witness

Address

Signature



Annexure-3

CHECKLIST FOR TECHNICAL BID

Sr. No	Documents asked for	Page number at which document is placed
1	Tender fee and earnest money deposited Slip be attached	
2	Self-attested copies of partnership deed/articles of association/certificate of registration	
3	Undertaking on a stamp paper of Rs. 100/- as per the given format, Annexure-2	
4	Self-attested copy of PAN card. Self-attested copy of GST Certificate Self-attested copy of Registration Number of the firm/agency	
5	The Firm/company/agency must have ISO certified.	
6	Annual turnover of 25 Lacs of last Two financial years. Attach copies of CA certified documents.	
7	Proof of One satisfactory execution of similar work.	
8	An affidavit that the firm/company/agency/society has not been debarred and/or black listed on stamp paper of Rs. 100/-	

Signature of the Bidder with seal



Annexure-4

AGREEMENT

This Agreement entered into the ____ day of ____ between The Board of School Education, Haryana, Bhiwani (hereinafter referred To as Board which expression shall include its successors and Assignees) through its secretary (SECRETARY) on one part and M/S _____ Incorporated under the companies ACT, 2013 (herein after referred to as the company which expression shall include its successors and assignees) on the other part. Whereas the Board is desirous of getting the work of pre and post phase examination processing /printing job work as per the scope of work of _____ examination (computerized/scanning) for about ____ lakh candidates(Regular/private) and the _____ has agreed to undertake the said job, on terms and conditions mentioned here in after.

Obligations of Board:

1. To supply soft copy of schools / centre duly coded.
2. To supply hard/soft copy of input documents/layouts used in the system.
3. To supply hard/soft copy of various reports to be prepared.
4. To supply hard/soft copy of important instructions / policies affecting the System.
5. To prepare time line of the system to provide end to end solution.
6. To approve layout of report formats.
7. To provide any other intermediate information required for the system.
8. To provide pre-printed stationery of certificate and re-appear cards.

Obligations of agency:

1. Providing URL/Hyperlink to "www.bseh.org.in".
2. Provide the data of registered students for NMMSS Exam.
3. Processing of database as per Board's requirement mentioned in section of terms and conditions.



GENERAL CONDITIONS:

- Terms and conditions sent with the tender and accepted by the company will form a part of this agreement in addition to other conditions of the agreement.
- The **Secretary reserves the right** to carry out the capability assessment of the company and the chairman's decision shall be final in this regard.
- The Board will not pay any charges for Boarding, lodging and transportation facilities for the company or its representative.
- The Board will have free access to the company premises for ascertaining progress of examination work at any time without any prior notice. Lodging and Boarding arrangements of authorized officers of the Board, as and when required shall be borne by the company.

Signature of the Board Authority _____
Name of the Board Authority _____
Designation of the Board Authority _____
Board of School Education Haryana,
Bhiwani-127021

Signature of Bidder _____
Name of Bidder _____
Designation of Bidder _____
Address of Bidder _____

Witness Signature _____
Witness Name _____
Witness Designation _____
Board of School Education Haryana,
Bhiwani-127021

Witness Signature _____
Witness Name _____
Witness Designation _____
For and behalf of Bidder