

OFFICE OF THE DISTRICT JUDGE OF SOUTH 24-PARGANAS

Tender Notice

Dated, Alipore, the 16th day of March, 2022

The District recruitment Committee (DRC), Judgeship of South 24-Parganas by its resolution adopted in the meeting held on 02.03.2022 has decided to conduct the recruitment process by holding Staff Recruitment Examination, 2022 for filling up various vacant posts of staff in the Judgeship of South 24-Parganas for vacancies as on 01.01.2022, which will notified later by the office of the undersigned.

As per the resolution of the District Recruitment Committee, Judgeship of South 24-Parganas, the undersigned hereby issues this Notice, inviting Quotations (NIQ) from bonafide and reputed agencies in India having sufficient experience to provide necessary assistance (including after delivery support) for conducting the aforementioned recruitment process under the guidance of the District Recruitment Committee, Judgeship of South 24-Parganas.

The nature of work of the selected agency is illustrated, but not limited to the Scope of Work mentioned below:

SCOPE OF WORK

1. Development of customized web portal with 256 bit encryption as per requirements of the DRC for entailing online submission of applications for different categories of posts, uploading of documents, signatures, photographs etc. The web portal must have adequate security certification and be SSL compliant and it should be sufficiently capable to handle high traffic and reliable in all aspect.
2. Web space, server and Domain with hosting (Linux server with sufficient space with 10 times bandwidth ratio).
3. Online application to enable applicant to apply for more than one post.
4. Ensure data retention for a minimum of 3(three) years after completion of the recruitment process.
5. Creation of Administrator (Admin) level user for the DRC.
6. Dashboard for every level of User, including Admin User for the DRC.
7. Facility for online scrutiny of applications for various categories of posts and eligibility of candidates.
8. Facility for online collection/payment of fees and generation of receipts on live run basis and of any other matter as per the requirement of the DRC.
9. Provision for generation of randomized roll number as per the requirement of DRC and accordingly online issuance/generation of admit cards.
10. Provision for generation of Door level, Room level and Seat level for the examination centers.
11. Generation of alerts at all stages through auto generated and customized through SMS and e-mail as per the requirement of DRC.
12. Communication to candidate through SMS/e-mail at every stage, as per the requirement of DRC.

13. OTP based authentication (SMS/e-mail).
14. Generation of reports and other allied works (both front and back end).
15. Creation of module for publication of results to candidates through respective User accounts and/or as the requirement of DRC.

Agencies having valid enlistment certificates, trade license, at least 3(three) years of experience in conducting examination process of reputed organizations with proof of credentials and appreciation certificates (if any), past 3(three) years of income turnover (audited) report, income tax related credentials etc. along with full particulars and legible photocopy of all the supporting documents may submit Quotation in a sealed envelope at the Office of the District Judge, South 24-Parganas, 18 Judge's Court Road, Alipore, Kolkata-700027 within 01.04.2022 by 15:00 Hrs.

No bid submitted after the due date shall be entertained.

The originals may be required to be produced on demand of the District Recruitment Committee, Judgeship of South 24-Parganas.

No canvassing for selection of agency in any form shall be entertained and the same would lead to outright rejection of the agency from consideration.

The discretion and decision of the District Recruitment Committee, Judgeship of South 24-Parganas in the matter of selection of agency shall be final.

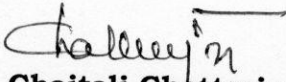
The District Recruitment Committee, Judgeship of South 24-Parganas reserves the right to either select or reject any of the agencies submitting quotation without assigning any reason.

Mere submission of quotation would not confer the right upon the agency for being selected for the work.

The envelope should be superscripted "*Tender for conducting Staff Recruitment Examination, 2022 of the Judgeship of South 24-Parganas*".

Sealed envelope so received from the bidders shall be opened in the office of the Registrar, District Judge's Court, South 24-Parganas, Alipore in presence of the bidders/ their representatives on 02.04.2022 at 15:00 Hrs.

Let this notice be published in the Notice Board and the official websites of the Judgeship of South 24-Parganas and the Hon'ble High Court at Calcutta for information of all concerned.


(Smt. Chaitali Chatterjee Das)
District Judge
South 24-Parganas
-cum-
Chairman
District Recruitment Committee
Judgeship of South 24-Parganas
District Judge
South 24-Parganas
Alipore