



BOARD OF SECONDARY EDUCATION, ODISHA, CUTTACK

No. 1289 /Exam.Conf-I // Dated. 01-06-2026

BSE(O) invites sealed quotations from reputed and registered firms for scanning of answer books of Annual HSC Examination 2026 (For checking of addition of marks) . The scanning will be done at BSE's premises and Board will provide suitable room for safe storage of the materials for the purpose. Approximate number of pages (A-4 size) of answer books to be scanned is 1,60,000.

PART - A

1. **Date of Publication of Quotation call notice-** 01.06.2026
2. **Last date of submission of Quotation-** 08.06.2026 up to 02.00 pm
3. **Date of opening of Quotation-** 08.06.2026 , 03.00pm

PART - B

1. **Tender paper cost(Non-refundable)** –Rs.472/- (Rs. 400 +18 % GST) To be submitted along with quotation in form of Demand Draft in favour of The Secretary BSE(O), Cuttack.
2. **EMD amount(Refundable)** - Rs. 1400/- To be submitted along with quotation in form of Demand Draft in favour of The Secretary BSE(O), Cuttack.
3. **Performance Security:-** 3% of the Quoted value to be submitted while assignment of work order in form of Demand Draft in favour of The Secretary BSE(O), Cuttack. This is to be refunded after completion of the assignment in all aspect.

PART - C

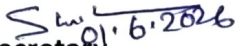
Terms and Conditions:-

1. The firm shall maintain utmost secrecy for the assigned works . Any deviation will be viewed seriously and appropriate action shall be taken by BSE.
2. The answer book that will be provided shall be scanned of each page without the signature of the Examiners on the front page of the answer books.
3. The roll numbers of the scanned answer books shall be recorded correctly while scanning , and shall also be saved with the individual roll number.
4. Soft copies of the scanned images in PDF format shall be handed over to BSE in hard disk.
5. The data of candidates in shape of scanned PDF images have to be web hoisted and the link from which the data shall be downloaded have to be informed to BSE. Web hoisting period will be 20-30 days or as intimated by BSE.
6. After completion of the work, the firm shall submit the bills along with other required documents.
7. In event of any disputes , the decision of Board shall be final and binding.

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8. Board will provide the space/room for scanning and power connections. The scanners , man powers and other necessities shall be arranged by the firm at its own cost.
9. **Documents to be attached:-**
- i- Up to date GST return
 - ii- Up to date IT return
 - iii- Xerox copy of PAN card
 - iv- Registration number of the firm from appropriate authority
 - v- Self-undertaking for not blacklisted/debarred by any Govt. organisation earlier
 - vi- Mandatory experience of similar nature of works executed for any Central/State Govt. Inst/Board/University prior to publication of the Quotation call notice within last 5 years
10. The rate shall be quoted as “ **Unit Price Per Page** “ excluding of taxes in both words and figure.

For any queries regarding the works/quotation, Shri Sushil Kumar Brahma, Dy. CoE (Mob No. 7609069355) may be contacted.


Secretary
BSE, Odisha , Cuttack