

**STATE SELECTION BOARD
DEPARTMENT OF HIGHER EDUCATION
GOVERNMENT OF ODISHA
BHUBANESWAR-09**

WEBSITE – www.ssbodisha.ac.in E-MAIL ID – ssbdeptofhe@gmail.com

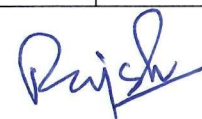
No. SSBBSR-EXAM-DEV-0001-2026/ 1595 / SSB/ Dated. 09.10.2026

Pre-Bid Clarification w.r.t. Tender No. 05/SSB, dated 28.09.2026 for Selection of firm for Examination related works conducted by State Selection Board, Odisha

RFP reference page/ Section	Details of the Query	Content of Original RFP	Read as
Page- 4 & 17	<i>Request for Amendment:</i> Since the statutory government extension allows the audit and ITR for FY 2025-26 to be filed up to October 2026, fully finalized accounts may not be available for all bidders by the submission date.	<u>Page 4, Clause 2.VI:</u> "The Firm should furnish IT returns for the last three financial years (2023-2024, 2024-25 & 2025-26) and G.S.T. returns." <u>Page 17, Annexure-I (Sl. 2 & 7):</u> "2. The balance sheet/ audited report for the last three financial years certified by Chartered Accountant should be submitted (2023-2024, 2024-2025, 2025-26)" "7. IT returns for the last three financial years (2023-2024, 2024-2025, 2025-26)"	<u>Page 4, Clause 2.VI:</u> "The Firm should furnish IT returns for the three financial years (2022- 2023, 2023-2024 & 2024-2025) and G.S.T. returns." <u>Page 17, Annexure-I (Sl. 2 & 7):</u> "2. The balance sheet/ audited report for the three financial years certified by Chartered Accountant should be submitted (2022-2023, 2023-2024, 2024-2025)" "7. IT returns for the last three financial years (2022- 2023, 2023-2024 & 2024-25)"
Cl. 2.IX-2.X; Annex-I items 9-10	<i>Kindly confirm-</i> Whether work for universities, statutory/recruitment/educational boards, and work executed through an agency for such bodies will be accepted.	<u>Page 4, Clause 2.IX:</u> "...conducting OMR based examination of any Central/State Government Departments/Offices/PSUs etc..." <u>Page 5, Clause 2.X:</u> "The Firm must have conducted OMR based examinations at least once in the last 3 years i.e. 2023-2024, 2024-25 & 2025-26 for Central Government Departments/ State	Yes , work for universities, statutory/recruitment/educational boards, and work executed through an agency for such bodies will be accepted.

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		Government Departments or their Autonomous bodies or PSUs/High Courts with satisfactory performances." Page 17, Annexure-I (Sl. 9 & 10) mirrors these exact entities.	
Cl. 2.VII; Annex-I item 8	Kindly allow accounts with scheduled commercial banks, consistent with the EMD/PBG provisions.	<u>Page 4, Clause 2.VII:</u> "The Firm should have a bank account of its own in a Nationalized Bank." <u>Page 17, Annexure-I (Sl. 8):</u> "The Firm should have a nationalized bank account of its own. Supporting Documents: Copy of first page of the Bank passbook/ Cancel cheque."	<u>Page 4, Clause 2.VII:</u> "The Firm should have a bank account of its own in a Nationalized/ scheduled commercial Bank." <u>Page 17, Annexure-I (Sl. 8):</u> "The Firm should have a nationalized/ scheduled commercial Bank account of its own. Supporting Documents: Copy of first page of the Bank passbook/ Cancel cheque."
p.1 notes; Cl. 3.8	Please specify the documents required (e.g., Udyam, DPIIT), whether tender-fee or other relaxations apply, and reconcile with Cl. 3.8 ('where exemption is admissible').	<u>Page 1, Sl 10 Note:</u> "Note:- EMD is to be obtained from the Firms except MSEs & Start-ups" <u>Sl 11 Note:</u> "Note: MSEs is allowed concessional payment of Performance security @25% of Performance security prescribed for normal Firm" <u>Page 10, Clause 3.8:</u> "Insufficient or missing EMD shall result in summary rejection, except where exemption is admissible under applicable rules."	<u>Page 1, Sl 10 Note:</u> "Note:- Tender paper cost & EMD is to be obtained from the Firms except Odisha based MSEs & Start-ups" <u>Sl 11 Note:</u> "Note: Odisha based MSEs/Start-ups is allowed concessional payment of Performance security @25% of Performance security prescribed for normal Firm" <u>Page 10, Clause 3.8:</u> "Insufficient or missing EMD shall result in summary rejection, except where exemption is admissible under applicable rules."
Cl. 2.III; 4.2 (1.1.2); Annex-I item 4	Please confirm whether CMMI is mandatory or scored only, which CMMI model is accepted, and marks for CMMI with ISO 9001.	<u>Page 4, Clause 2.III:</u> "The Firm must have valid ISO 27001 or ISO 9001 certificate. Weightage may be given to the organizations having different level of CMMI (Capability Maturity Model	CMMI is scored only. (for certification)



		Integration) certification during evaluation under QCBS method." <u>Page 11, Clause 4.2 (Sl. 1.1.2):</u> "i) ISO 27001 or ISO 9001 - 06 marks ii) CMMi level-3 with ISO 27001 - 08 marks iii) CMMi Level-5 with ISO 27001 - 10 marks" <u>Page 17, Annexure-I (Sl. 4):</u> "CMMI Level in services (Level-3/ Level-5)"	
p.26	Please clarify 'double scanning', the Scan No. encoding method, whether OEM authorisation is mandatory, and whether details are due at bid or award.	<u>Page 26, DOUBLE SCANNING OF OMR AND ATTENDANCE SHEETS:</u> "1. The intending Firms/firms shall furnish the make, model, name, serial number and detailed technical specifications of the scanners... along with the original authorization letter from the scanner manufacturer/authorized agency, wherever applicable... 2. Double scanning of all OMR Sheets and Attendance Sheets shall be carried out... 3. During the scanning process, a unique Scanning Number (Scan No.) shall be generated... 4. The Scan No. shall be printed/encoded on each OMR Sheet immediately after scanning..."	Double scanning means scanning the same OMR Answer Sheet twice for error free scanning and result processing with 100% data accuracy. Yes, OEM Authorization and details are due at bid.
p.3 Part A	Please specify hosting (SSB/NIC/bidder), security audit, concurrency, retention and IPR/source-code ownership.	<u>Page 3, Clause 1.2, PART-A:</u> "(EXAMINATION RELATED SOFTWARE DEVELOPMENT, WEBSITE MANAGEMENT AND ITS IMPLIMENTATION)	Hosting will be done in the official website of SSB, Odisha.

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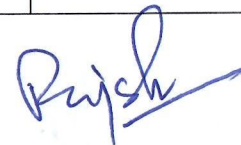
		i. Development of software for online collection of Present- Absent data from the examination centers. ii. Providing link for display of scanned images of OMR Answer Sheet and recorded response of candidates for various examination in SSB website iii. Link for challenge of Provisional Answer Keys... iv. Link for display of result of candidates at various stages of Examination in SSB Website."	
p.3 Part B	Please provide OMR/attendance sheet specifications, 'Non-Standard OMR' definition, delivery points and responsibility for transit.	<u>Page 3, Clause 1.2,</u> PART-B:"(PRE- EXAMINATION WORK) i. Preparation of database for printing of OMR and Attendance Sheet (SSB will provide the raw data) ii. Printing, packaging and supply of Non-Standard OMR and Standard Attendance Sheets as per the format provided by the Board. (Centre wise)"	“Non-Standard OMR” means an OMR sheet without any pre-filled data printed thereon. OMR/ Attendance Sheet Specification: • The original OMR answer sheet should have unique serial number along with Barcode. • Attendance sheet will be pre-filled with data as provided by the Board with Barcode number. It should be A4 size with each page having 10 number of candidates data. • The leaves of the answer sheet should be printed in different colours for easy identification. • Thickness of the original OMR and attendance sheet should be minimum 105 to 110 GSM (A4 Size).



			• Appropriate security features should be incorporated as required. • The OMR sheet shall be printed on both sides. The front side shall contain the requisite candidate details and response sheet, while the reverse side shall contain the instructions for the candidates. • Printed OMR answer sheets should be packed in tamper proof and waterproof envelope with appropriate labelling. • OMR Sheets must be placed in Cardboard, wrapping with Butter/Plastic wrappers containing 1000 sheets (10 packets of 100 sheets each). OMR sheets may be prepared centre-wise as per State Selection Board list & there shall be no extra cost for this. • Quality: Blemish free / dust free good quality paper. • Accuracy: The timing tracks & registration points have to be 100% accurate. • Type of Printing: Two colour printing. • Colour: The printing should be in "Drop Out" colour. • Litho Code: 100% accurate Litho Code printing without any duplication. • Sample Sheets: 10 Answer Sheets provided with Litho Code to pass through the OMR
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p.3	Please provide estimated exams per year, candidates per exam, sheets, centres and contract value, with past three years' data.	<u>Page 3, Clause 1.2:</u> "1.2. SCOPE OF WORK: The conduct of OMR based test shall broadly comprise the following..." Note: The original RFP text on page 3 does not contain any statistics on estimated exams per year, candidate volumes, centre counts, or past data.	Approximately 100000(One lakh) candidates in a year for different number of examinations (Please see the official websites of SSB for knowledge on different examinations conducted by the Board).
Form VI p.27; 4.3	Please clarify the basis (registered/appeared/scanned candidates), how Parts A/B/C are aggregated for Fs, and how parts-only awards are scored.	<u>Page 27, Form VI (Financial Bid):</u> Lists items Part-A, Part-B, and Part-C with column: "Rate in Rs. per candidate (in figure)" and "Rate in Rs. per candidate (in words)". <u>Page 12, Clause 4.3:</u> "Formula to determine the scores for the financial bids shall be as follows: $F_s = (F_L/F_{tm}) * 100$ "	Full work shall be taken in financial bid. Selected Firm should be entrusted with full work (Part A, PART B and Part C as per requirement we may take part/ full of the scope of work mentioned). The rate per candidate is excluding GST.
Page 4, Point 2(I) & Page 11, Point 1.1.1	Eligibility - the Firm should be a registered company/firm in India having ISO certification; Legal Structure: Partnership / Private Limited / Public Limited... It is understood that registered societies are also eligible.	<u>Page 4, Clause 2.1:</u> "The Firm should be a registered company/ firm in India having ISO certification..." <u>Page 11, Clause 4.2 (Sl 1.1.1) Legal Structure:</u> "i) Partnership (06 marks) ii) Private Limited (08 marks) iii) Public Limited (10 marks)"	Society Act. registered firms are not allowed.
Page 5, 17, 25; Cl. 2(X); Annexure-I Sl. 10; Form-V	Cl. 2(X) / Annexure-I Sl. 10 require OMR examinations at least once in each of 2023-24, 2024-25 and 2025-26 for Central/State Government Departments, their autonomous bodies, PSUs / High	<u>Page 5, Clause 2.X:</u> "The Firm must have conducted OMR based examinations at least once in the last 3 years i.e. 2023-2024, 2024-25 & 2025-26 for Central Government Departments/ State Government Departments or their	Not mandatory (OMR Experience is required.)

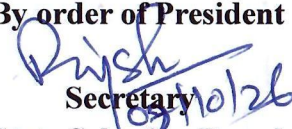


	Courts. Client list differs from Cl. 2(IX).	Autonomous bodies or PSUs/High Courts with satisfactory performances." Identical descriptions appear on Page 17 (Annexure-I Sl. 10) and Page 25 (Form-V title).	
Page 11, Point 1.3.2	Practical demonstration of OMR/Attendance scanning and result processing using OMR scanning machine, Award of Marks and result processing with preparation of Final Merit List - mode of demonstration to be confirmed.	<u>Page 11, Clause 4.2 (Sl 1.3.2):</u> "Practical demonstration of OMR/Attendance scanning and result processing using OMR scanning machine: OMR scanning, Attendance scanning, Award of Mark and result processing with preparation of Final Merit List (Total-10 Marks). NB. The Firm must secure a minimum of 6 (Six) marks in the Practical Demonstration to qualify in technical Bid."	No online demonstration. Physical or offline demonstration during technical bid presentation. Technical presentation is mandatory in technical bid.
General	Scanning of OMR answer sheets - infrastructure at SSB premises.	The original RFP text does not explicitly specify whether scanning infrastructure must be setup at SSB premises under the 'General' terms, though Clause 2.XI states: "The contract shall be on 'End to End outsource basis' and the Firm should have all relevant facilities and logistics available of his own to execute the work."	Yes , scanning infrastructure will be provided by the State Selection Board.
General	Test material delivery location.	<u>Page 3, Clause 1.2,</u> Part-B (ii) mentions: "supply of Non-Standard OMR and Standard Attendance Sheets as per the format provided by the Board. (Centre wise)". The exact main delivery location is not further elaborated under general terms.	supply of Non-Standard OMR and Standard Attendance Sheets as per the format provided by the Board. (Centre wise & District wise)". The exact main delivery location is:- State Selection Board, Unit-II, Ashok Nagar, Odisha, Bhubaneswar- 751009



Page 4, 22; Cl. 1.3; Form-III cl. 3	Cl. 1.3 / Form-III cl. 3: for any breach of confidentiality the agency is solely responsible and liable for penalty 'as would be decided' by the competent authority, including cancellation. An unquantified penalty cannot be priced or defended.	<u>Page 4, Clause 1.3:</u> "For any breach of confidentiality, the agency shall be solely held responsible and will be liable for penalty as admissible under rule and as would be decided by the competent authority including cancellation of the contract." <u>Page 22, Form-III</u> item 3 repeats this text verbatim.	The agency shall be blacklisted for any breach of confidentiality, scanning errors, result publication and merit list publication.
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NB: All other terms and conditions of Tender No. 05/SSB dated 28.09.2026 shall remain unchanged, except for the queries raised and the clarifications provided thereto as mentioned above.

By order of President

 Secretary
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 State Selection Board