SNDT WOMEN'S UNIVERSITY
PARIKSHA BHAVAN
Sir Vithaldas Thackersey Vidyavihar
Juhu Road, Santacruz (West), Mumbai – 400 049.

श्रीमती ना. दा. ठाकरसी महिला विद्यापीठ
परीक्षा भवन
सर विठ्ठलदास ठाकरसी विद्याविहार
जुहू रोड, सांताक्रूझ (पश्चिम), मुंबई – ४०० ०४९.

Ref.No.:Exam/Web-Tender/2025-26/ Date:12.11.2026

Sub.: Quotation for Common Entrance Test (CET) Online exams for B.Ed. /M.Ed. Admission for the Academic year 2026-2027 other than Maharashtra state affiliated colleges of SNDT Women's University.

Madam / Sir,

Sealed quotations are invited for quotation for Common Entrance Test (CET) Online exams for B.Ed. /M.Ed. Admission for the Academic year 2026-2027 other than Maharashtra state affiliated colleges of SNDT Women's University. Interested vendors are requested to submit their quote in the format given in Annexure 'A' on company letter head. Quotation should be submitted to the Director, Board of Examination and Evaluation, Pariksha Bhavan, SNDT Women's University, Sir Vithaldas Vidyavihar, Juhu Campus, Santacruz (West), Mumbai – 400 049 on Friday, 20th November,2026 on or before 04:30 p.m.

(I) The Technical Bid should be as follows:

1. Scanned and certified copy of Company Profile of vendor:
   Covering letter with details of bidders, address, name of proprietor, telephone number, mobile number, email-ID, name, signature and seal. In case of partnership firm-name and address of the partners and copy of Partnership Deed.
2. Scanned and Certified copy of Registration / Shop and Establish Licence / Certified of Dealership / Certificate of incorporation whichever is applicable.
3. Scanned and Certified GST Certificate and Latest GST Return.
4. If GST is not applicable then declaration of the same.
5. Scanned and Certified PAN Copy.
6. Scanned and Certified copy of the Annual Audited Accounts **(i.e. Balance Sheet and Profit & Loss A/c only)** of last three years duly signed by the Chartered Accountant **(ITR will not be considered).**
7. Scanned and Certified copy of the work completed experience certificate regarding Conducted Online Examination in core business for Four years (due to pandemic period of 1 years) of last 5 years (One certificate per year; No work order please).
8. Scanned copy of list of clients.
9. Scanned and Certified copy of the tender document with stamp, seal and signature of the authorized representative.
10. Annual Related Party Declaration Form

(II) The Financial Bid should be as follows:

a. Mentioning including all taxes
b. Undertaking as Annexure – A.

Pariksha Bhavan, SNDT Women's University, Sir Vithaldas Vidyavihar, Juhu Campus, Santacruz (West), Mumbai – 400 049 reserves the right to reject any or all quotations without assigning any reasons thereof.

(Dr. Sanjay Nerkar)
Director,
Board of Examinations and Evaluation

SNDT WOMEN'S UNIVERSITY
PARIKSHA BHAVAN
Sir Vithaldas Thackersey Vidyavihar
Juhu Road, Santacruz (West), Mumbai – 400 049.

श्रीमती ना. दा. ठाकरसी महिला विद्यापीठ
परीक्षा भवन
सर विठ्ठलदास ठाकरसी विद्याविहार
जुहू रोड, सांताक्रूझ (पश्चिम), मुंबई – ४०० ०४९.

Invitation for Quotations

Quotation for Common Entrance Test (CET) Online exams for B.Ed. /M.Ed. Admission for the Academic year 2025-2026 other than Maharashtra state affiliated colleges of SNDT Women's University.

Ref.No.: Exam/Accounts/Quotation/2026-27/ Date:12.11.2026

Sealed quotations are invited quotation for Common Entrance Test (CET) Online exams for B.Ed. /M.Ed. Admission for the Academic year 2026-2027 other than Maharashtra state affiliated colleges of SNDT Women's University. The suppliers are advised to study all technical and commercial aspects, instructions, terms and conditions carefully in the document. Failure to furnish all information required in the quotation may result in the rejection of the quotation. The University reserves the right to reject the quotation in whole without assigning any reason thereof.

Name of Item	**Quotation for Common Entrance Test (CET) Online exams for B.Ed. /M.Ed. Admission for the Academic year 2026-2027 other than Maharashtra state affiliated colleges of SNDT Women's University.**
Venue of Submission	Pariksha Bhavan, SNDT Women's University, Juhu Campus, Santacruz (W), Mumbai – 400049.
To be Addressed to	The Director, Board of Examinations and Evaluation, SNDT Women's University, Juhu Campus, Santacruz (W), Mumbai – 400049.
Contact Telephone	022-20861745/022-26608462/93
Deadline of submission	Friday, 20th November,2026 on or before 04:30 p.m.

Instructions:

Dates mentioned here, are scheduled dates for the University Activities. Any changes in dates of submission and processing shall be notifies in 'Tenders/Quotations' section on the University website (sndt.ac.in) below the respective quotation.

To view Quotation Notice, kindly visit following website of SNDT Women's University, Mumbai: www.sndt.ac.in

Quotations should clearly mention all Technical Specifications (if any) mentioned in this document.

The quotations are invited for the following products:

Sr. No.	Details of Store Material (Without Make) & Details of Required Technical Specification	Qty.
01	Common Entrance Test (CET) Online exams for B.Ed. /M.Ed. Admission for the Academic year 2026-2027 for other than Maharashtra state affiliated college of SNDT Women's University.	1200 students

The quotations are invited in two parts under Two envelop System. Technical envelop shall be enclosed and sealed in Envelop No.1. Schedule of Rates shall be filled in and enclosed in Envelop No.2. Both the sealed envelopes. On each envelope name and address along with contact number of bidder shall be written. On the top of it envelop name of the bidder should be mentioned.

Envelop No.1: Technical Bid.

The envelope must contain:

1. Scanned and certified copy of Company Profile of vendor:
   Covering letter with details of bidders, address, name of proprietor, telephone number, mobile number, email-ID, name, signature and seal. In case of partnership firm-name and address of the partners and copy of Partnership Deed.
2. Scanned and Certified copy of Registration / Shop and Establish Licence / Certified of Dealership / Certificate of incorporation whichever is applicable.
3. Scanned and Certified GST Certificate and Latest GST Return.
4. If GST is not applicable then declaration of the same.
5. Scanned and Certified PAN Copy.
6. Scanned and Certified copy of the Annual Audited Accounts **(i.e. Balance Sheet and Profit & Loss A/c only)** of last three years duly signed by the Chartered Accountant **(ITR will not be considered).**
7. Scanned and Certified copy of the work completed experience certificate regarding Conducted Online Examination in core business for ANY Four years (due to pandemic period of 1 years) of last 5 years (One certificate per year; No work order please).
8. Scanned copy of list of clients.
9. Scanned and Certified copy of the tender document with stamp, seal and signature of the authorized representative Scanned and Certified copy of the tender document with stamp, seal and signature of the authorized representative.
10. Annual Related Party Declaration Form.

Envelop No.2: Financial Bid.

The envelope must contain:

The financial bid may be submitted in the prescribed format as above on the letterhead of the bidder. The quotation for Common Entrance Test (CET) Online exams for B.Ed. /M.Ed. Admission for the Academic year 2026-2027 other than Maharashtra state affiliated colleges of SNDT Women's University in the following prescribed proforma:

a. Mentioning including all taxes
b. Undertaking as Annexure – A.

(Offer should filled on letter head)

Annexure I

Ref.No.: Date:

To,
The Director,
Board of Examinations and Evaluation,
SNDT Women's University,
Juhu Road, Santacruz (West),
Mumbai – 400 020.

Sub.: The Quotation for Common Entrance Test (CET) Online exams for B.Ed. /M.Ed. mission for the Academic year 2026-2027 other than Maharashtra state affiliated colleges of SNDT Women's University, Financial Bid.

Respected Sir / Madam,

With reference to subject cited above we would like to furnish our quote with best rate possible as below:

Sr. No.	Particular	Qty. (In Nos.)	Rate (In Rs.)	Total Estimated Cost (In Rs.)	GST	Grant Total Amount with GST (In Rs.)
1.	SNDT wants to conduct Online Exams and assessment for Common Entrance Test (CET) for B.Ed. and M.Ed. Courses for outside of Maharashtra state affiliated colleges of SNDT Women's University. **1.** Registration will be done online by user with the registration link available in the SNDT Women's University website. A Landing page to be given by vendor which will be uploaded on university website with requisite CET-2026 details and notification. **2. <u>Registration form need to create with the payment gateway option.</u>** **<u>Registration Form has to be customized as per SNDT Women's University requirements</u>.** **3. Dashboard** to be provided by vender for current updates of Registration. **4.** <u>Registration form consist below information:</u> a) Photo & signature b) College name in dropdown c) Its MANDOTORY to upload Document of caste, education for 10th, 12th, Graduation. d) Shared the previous year registration form for reference i.e. need to capture same information in this registration form. **5.** Payment gateway will integrate with SNDT current aggregator for the payment collection in registration form.	Approx. Students 1200				

Sr. No.	Particular	Qty. (In Nos.)	Rate (In Rs.)	Total Estimated Cost (In Rs.)	GST	Grant Total Amount with GST (In Rs.)
	6. No. of candidates will be approx. 1200 (B.Ed. - 1050, M.Ed.-150). **7**. Exam will be English & Hindi Languages. **8.** Exam will be auto proctored with image proctored features. **9.** In results format category (ex. SC, ST, DT/NT/VJNT, OBC, EBC and General) will be display with complete analytics training. **10.** MCQ Questions / Assessment will be in English/Hindi Languages. **11.** Need login for documents checking of candidates. **12.** Test Duration : 90 Minutes **13.** Test Types: MCQ Type with Four Options. **<u>MCQ Test Requirements</u>** : **14.** Auto Next **15**. Allowed to review previous questions **16**.Randomization **17**.Show Question Panel **18**.Show Section and Topic Name **19**.Frequency Navigation Alert **20**. Flag Button **21**. Test Instructions to be changed **22.** Resume Test Activation **23.** Screen Capturing, Chat (Only available for remote proctoring), Clear Response, Image Capturing (usually activated for Remote Proctoring), Navigation along with 20 Frequency, Auto Proctor System. **24. Control room to be setup by the vendor at vendors place to help student's queries before, during and after the registration and exams.** **25**. All Administrative and Technical Support has to be done by the vendor before, during and after the registration and exams. **26.** Vendor should maintain Accurate Data of candidates who Submit Application form and payment. **27.** All Technical Training has to be given to examination staff, examiner and paper setter appointed for this exam. **28.** All report as required has to be submitted within 48 hours with result to examination section.					

Sr. No.	Particular	Qty. (In Nos.)	Rate (In Rs.)	Total Estimated Cost (In Rs.)	GST	Grant Total Amount with GST (In Rs.)
	29. Hall Ticket / Admit Card / Mock Test and Final Exam and etc. has to deliver through SMS, What's App and Email to all Eligible Candidates before 48 hours of the final exam. **30.** Mock Test has to be conducted before 2 days from the final exam. **31. All report as required has to be submitted within 48 hours with result to examination section.**					
	Total Rs.					

UNDERTAKING :

I /We have read the terms and conditions of the tender and I / We hereby agree to agree to abide by the same.

Seal of the Tenderer Signature of the Tenderer

Date :

General Conditions:

1. The rate must be inclusive of all charges. Taxes are to be mentioned clearly in the quotation.

2. **Payment:** Payment will be done after the completion of exams and receiving all the reports and candidates form with all documents through email. No advance will be paid. TDS will be deducted as per rules.

3. **Confidentiality of Data:-** The Data generated through the process of implementation / usage will strictly be kept confidential and will not be shared be within and any outside agency.

4. Penalty to the maximum 10% of the contract value shall be levied in case of any delay in supply of the material or deficiency in the service, as per the rules prescribed in the Maharashtra Public Universities Act,2016 and the Maharashtra Universities Accounts Code, 2012

5. All the statutory payments on account of license fees/charges etc payable to Municipal/Government Authorities shall be the sole responsibility of the vendor.

6. All necessary documents, manuals and data to be handed over to be concerned department, Juhu campus.

(Dr Sanjay Nerkar)
Director,
Board of Examinations and Evaluation