



icmr
INDIAN COUNCIL OF
MEDICAL RESEARCH

NICED
NATIONAL INSTITUTE OF
CHOLERA AND ENTERIC DISEASES

आई. सी. एम. आर. – राष्ट्रीय कॉलरा और आंत्र रोग संस्थान
ICMR - NATIONAL INSTITUTE OF CHOLERA AND ENTERIC DISEASES
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य और परिवार कल्याण मंत्रालय, भारत सरकार
Department of Health Research, Ministry of Health and Family Welfare, Govt. of India

WHO COLLABORATING CENTRE FOR RESEARCH AND TRAINING ON DIARRHOEAL DISEASES

Ref: NICED/Admn/S&M/Rect-TA/2023-24

Date: 26.06.2023

QUOTATION ENQUIRY

Sealed quotations are invited on behalf of Director, ICMR-National Institute of Cholera & Enteric Diseases, Kolkata so as to reach this office by 05th July 2023 till 03:00 p.m. towards conducting on-line recruitment of Technical Cadre posts on behalf of ICMR-NICED, Kolkata.

Below is the scope of work:

1. Creating and sharing of link facilitating the candidates to submit online application in NICED website: www.niced.org.in giving provision to make secured payment gateway for online application submission.
2. Screening of received application and sharing of list of eligible candidates to the ICMR-NICED committee.
3. Issue of Admit cards for the eligible candidates through email and NICED website with instructions to appear in the exam in their nearest exam centers.
4. Identifying test centers across India according to the convenience of ICMR-NICED and candidate's count.
5. Test centers to be allotted to all the eligible candidates and to be mentioned in their respective admit cards as per the respective test schedule.
6. The question paper in respect of each discipline will be shared to the agency confidentially well in time before the date of examination. However, separate rate may be given in the quotation in case the agency has expertise to prepare the question paper for such examination.
7. Conducting two-hour online examination with 100 MCQ at all exam centers listed above providing safe and secure infrastructure for applicants.
8. Top most priority to be given in maintaining confidentiality during examination.
9. Webcam registration along with checking of admit card to be conducted and data to be verified on the day of examination at all the exam centers. A current photograph to be captured and verified before the start of the exam.
10. The exam centers to have uninterrupted CCTV surveillance during the exam. The CCTV footage to be submitted to NICED after proper sealing.
11. The candidates to be frisked before entry in the exam center. Separate frisking booths to be provided for female candidates.
12. Help desk to be provided on the day of examination.
13. Trained personnel to be provided for conducting smooth and uninterrupted computer based examination at all exam centers. Invigilation team to be also provided. Invigilation support may be provide from ICMR-NICED.
14. Secure upload of candidate's responses for re-verification and audit trail from test center after the completion of examination.
15. After evaluation, mark sheet and merit list of candidates to be shared with ICMR-NICED after conducting the examination.
16. Merit list to be generated and shared and uploaded in the NICED website.

The quotation superscripted as **“QUOTATION FOR CONDUCTING EXAMINATION FOR RECRUITMENT OF TECHNICAL ASSISTANT, ICMR-NICED, KOLKATA”** addressed to Director, ICMR-NICED, Kolkata should be dropped at the Tender box placed at 1st Floor of NICED-I

पी-३३, सी.आई.टी. रोड, स्किम - १०एम, बेलियाघाटा, कोलकाता - ७०००१०, भारत

P-33, C.I.T. Road, Scheme - XM, Beliaghata, Kolkata - 700010, India

निदेशक/ Director : 91-33-2363 3373, 2370 1176, पि.बि.एक्स / PBX : 91-33-2353 7469 / 7470, 2370 5533 / 4478 / 0448

फैक्स / Fax : 91-33-2363 2398, 2370-5066, वेब / Website : www.niced.org.in

Building latest by 05th July 2023 up to 03:00 p.m. The quotation received will be opened on the same day.

Terms and Conditions:

1. The Director, ICMR-NICED reserves the right to accept or reject the quotations without assigning any reasons thereof.
2. Any decision taken by the Director, ICMR-NICED at any point of time in connection with this process shall be final and conclusive and no claim or dispute from any query in this regard shall be entertained.
3. No advance payment will be made. The payment will be made on rendering the services availed and satisfactory report of the end user(s).
4. No extra payment on account of transportation, handling, loading, unloading, labour charges etc. will be made. However, GST as per rules will be permissible.
5. While submitting the quotations the rate against each work and net amount to be paid, GST etc. should be specified separately.
6. ICMR-NICED, Kolkata does not bind itself to accept the lowest quote & reserves the right to accept the same in part or full.
7. Please ensure that the supply is as per requirement.



Store in-Charge

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I.C.M.R.-National Institute of Cholera and Enteric Diseases
पी-३३, सी.आई.टी रोड, स्कीम-एक्स.एम, बेलियाघाटा
P-33, C.I.T. Road, Scheme-XM, Beliaghata
कोलकाता-७००१० / Kolkata-70010

NOTE:

- For any clarification, you may visit our office during working hours from **Monday to Friday between 10:00 a.m. – 5:00 p.m. in Stores Section**, ICMR-NICED, P-33, C.I.T. Road, Scheme-XM, Beliaghata, Kolkata-700010 before submitting the quotation.
- Interested parties may submit quotations through GeM portal also.