

# **BOARD OF SECONDARY EDUCATION, ODISHA, CUTTACK**

**TENDER CALL NOTICE FOR TEMPORARY INSTALLATION, WEB CASTING & LIVE CCTV SURVEILLANCE AT  
DIFFERENT EXAMINATION CENTRES OF OTET/OSSTET EXAMINATION 2026**

## **NOTICE**

No. 859

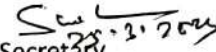
Date 25-03-2026

Board of Secondary Education (BSE), Odisha, Cuttack invites sealed tender from established and registered intending firms having experience in temporarily installation of CCTV, Web Casting and Live CCTV Surveillance who have successfully executed the work in Govt. Educational institutions/Examination conducting Boards/ major Govt. Organizations/ State Autonomous Bodies/ Public Sector undertakings etc.

Approx. no. of exam centre will be 300 (three hundred) for each Examination

1. Date of release of Tender: 26.03.26
2. Pre-bid Meeting: 04.04.26 , 11am
- 3 . Last date of Submission of Tender : 16.04.26 5 pm

Detailed terms, condition, schedules and Tender Documents can be seen/ downloaded from BSE website. [www.bseodisha.nic.in](http://www.bseodisha.nic.in)

  
Secretary

BSE, Odisha, Cuttack

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# BOARD OF SECONDARY EDUCATION ODISHA CUTTACK

## TENDER CALL NOTICE FOR TEMPORARY INSTALLATION, WEB CASTING & LIVE CCTV SURVEILLANCE AT DIFFERENT EXAMINATION CENTRES OF OTET/OSSTET EXAMINATION 2026

Board of Secondary Education (BSE), Odisha, Cuttack invites sealed tender from established and registered intending firms having experience in temporarily installation of CCTV, Web Casting and Live CCTV Surveillance who have successfully executed the work in Govt. Educational institutions/Examination conducting Boards/ major Govt. Organizations/ State Autonomous Bodies/ Public Sector undertakings etc.

The firm shall adhere to the schedule of the activities to be performed as per Tender Document.

Schedule of Tender:

1. Date of release of Tender: 26.03.26
2. Pre-bid Meeting: 04.04.26
3. Last date of Submission of Tender: 16.04.26 , 5 pm

The Earnest Money amounting to Rs.5,00,000/- (Rupees five Lakhs) only in the form of Bank Draft from any Nationalized Bank in favour of Secretary, BSE Odisha payable at Cuttack, Odisha along with a copy of all required documents of Technical Bid-cum-Evaluation Format and Financial Bid-cum-Evaluation Format in separate sealed envelope must be submitted. The cost of Tender Paper(non-refundable) amounting to Rs.11,800/-(Eleven Thousand eight hundred) (including GST) only in form of Bank Draft from any Nationalized Bank is to be drawn in favour of Secretary, BSE Odisha payable at Cuttack Odisha, may be deposited along with tender papers. E.M.D. of the unsuccessful tenderers will be refunded at the earliest after completion of tender process without interest.

Both sealed Tender papers i.e. technical Bid-cum-evaluation-format with above two demand drafts and Financial Bid-cum-evaluation format must be deposited in the Tender Box kept at BSE Odisha or be sent by Speed post / Registered post / Courier, separately superscribed as Tender Documents for temporarily installation of CCTV, Web Casting and Live CCTV Surveillance of different Examination centers relating to OTET/OSSTET Exam-26 by **05.00 p.m. on dt. 16.04.26** .

Tender papers received either by post or by hand after due date & time will be rejected

**Dateline:**

- Date / Time opening of Technical Bid : 17.04.26 , 11 am
- Date of Technical Demonstration & Presentation : 18.04.26 , 11.30 am
- Date / Time of Opening of Financial Bid : 20.04.26 , 11.30 am

**Date/Time of Opening of Technical Bid-cum-evaluation format:** Technical bids will be opened by the Tender Committee on scheduled date & time in the BSE Odisha, Cuttack in which the tenderers or their authorized representatives may remain present. After the verification of documents mentioned in the technical bid, the tenderers must submit the detailed mandatory demonstration & presentation before the committee, which will also be the part of selection/rejection criteria for technical bid.

**Date / Time of Opening of Financial Bid-cum-evaluation format:** Financial bids of only the technically qualified tenderers, will be opened by the Tender Committee of BSE Odisha, Cuttack in which the tenderers or their authorized representatives may remain present in the Office of the BSE Odisha, Cuttack on scheduled date/time.

In case of any holiday on the last day for submission of Tender / opening of Technical / Financial Bid, the tenders will be opened on the next working day at the same time, without any further notice.

  
Secretary  
B.S.E., Odisha, Cuttack

**SCOPE OF WORK**

**Category I : Live CCTV Surveillance by installing CCTV Cameras**

1. All examination centers are located in district/sub-divisional headquarters of Odisha (list will be provided by BSE) . 8-10 no's of CCTV cameras will be installed in each examination centers at the designated places as decided by BSE.
2. Fixation of DVR Hard Drive and other accessories required for live CCTV surveillance shall be installed in examination centers at least three days in advance from the scheduled date of examination (i.e.29.05.2026) in such a way that the Live streaming of Video content should reach the Control Room from the time of receipt of confidential materials till lifting of same from the examination center.
3. All the cameras installed in the strongrooms, strongroom corridors and entrance gate should remain live 24x7 throughout the duration. Cameras installed at exam halls should remain live during the examination durations.
4. The service provider shall organize and provide required manpower to install Live CCTV devices at the Centers.
5. CCTV feed data should travel through secured VPN Tunnel and one copy should be maintained at Cloud based storage at the service provider's cost.
6. Cameras should be connected to Internet and Service Provider has to ensure that 100% live camera feed is made available at BSE HQ control room at all times during the entire duration from 26.5.26 to 1.6.26 .
7. During the period of examination, Live CCTV facility shall not be interrupted due to any technical fault or any other reason, and the Service Provider shall take due care of functioning of CCTV with adequate backup of CCTV cameras during the conduct of examination and as per the time period to be mentioned in work order.
8. For short duration of power interruption, UPS power back up would come under the scope of service provider. For longer duration of power interruption Diesel Generator Power backup arrangement would be done by Exam Centre/ BSE Odisha. In addition to this, Service Provider has to arrange 15 minutes backup at each exam center for their CCTV infrastructure.
9. The installation will be for a period as mentioned in financial bid, for conduct of OTET/OSSTET Examination scheduled to be held on dt.29-05-2026 .
10. The Hardware and Software required for the job shall be procured and maintained by the Service Provider.
11. Internet and other arrangements in every Exam center would be in the scope of Service Provider.
12. Service Provider should have adequate number of Color CCTV cameras available (as backup) in case of emergency.
13. In case of immediate requirement, the Service Provider will have to provide video footage of a hour(s)/day/days in respect of center(s) immediately.
14. The format of video must be easy and should be played in VLC Media Player/ Window Media Player with clear vision.
15. Installation and commissioning of Live streaming from every Examination center to Control Room at the time of examination conducted by BSE, ODISHA, as per requirement on turnkey basis for close observation of confidential materials.
16. Service Provider has to install CCTV camera as directed by BSE, ODISHA at the time of giving Work order in addition to the above conditions.

**Category II: Setting up of Integrated Command Control Centre (ICCC) at BSE HQ for Live CCTV monitoring feed**

1. Service Provider has to setup Integrated Command Control Centre at the Office of BSE Odisha for a period as defined in financial bid.
2. Service Provider will be provided a Hall/ Room /Space for establishment of ICCC at BSE Odisha HQs.
3. Service Provider has to set up below mentioned IT items:

- a. Video wall having 8 LEDs (In case of space constraint, it could be split into 2 parts)
- b. LED size should be minimum 50 inches
- c. Video Wall Controller
- d. Adequate Laptop / Desktop and latest Window Operating Systems for smooth controlling & functioning of Video wall
- e. Internet line of 100 Mbps bandwidth
- f. Suitable IT Software to safeguard the Data privacy
4. For multiple streaming/viewing of live CCTV feed in HQs control room, the LED screens set up by the Service Provider should be able to identify city/ town, examination center & Examination Hall number.
5. The ICCC & the IT software should be equipped with sufficient alert systems to identify any type of illegal activities/infiltrations in the exam hall & report to the authorities assigned at ICCC Headquarter.
6. Computer/ Laptop and manpower will be provided by Service Provider in HQ Control Room.
7. Service Provider has to do a makeover of the Hall room completely which should include setup of below mentioned non-IT items:
  - a. Furniture works including sitting Workstation table with Chair
  - b. Miscellaneous table
  - c. Sofa set with tea-pot for Dignitaries
  - d. Cabling Infrastructure: Standardized cabling for all IT setup to be installed as part of this Job Work. Install necessary cables and connectors at the ICCC hall for smooth functioning of the ICCC. Cabling should be done in such a way that the aesthetics of the ICCC is maintained.
8. Service Provider has to arrange the IT and Non-IT/ Hardware and Software items and has to remove the complete infrastructure/setup immediately after the project duration is over, or in case decided otherwise by the BSE Odisha and confirmed through a written notice.
9. Service Provider has to deploy Technical Manpower for the functioning of the Video wall, as & when required by the BSE Odisha.
10. Service Provider will be responsible to arrange food and lodging facility on its own for the manpower deployed by him.
11. BSE Odisha will make available and arrange:
  - a. Access to ICCC room during office hours
  - b. Access to ICCC hall room during extended hours, if required for early setup
  - c. Power supply in the ICCC room
  - d. Physical security of Infrastructure to be setup as part of this Work
  - e. Generator Power backup for ICCC room

**Note : President BSE Odisha, Cuttack reserves the right to add/reduce/curtail/shorten any other points mentioned above regarding live process as may be deemed fit.**

**BIDDER PRE-QUALIFICATION CRITERIA**

- i. Bidder should have minimum turnover of Rs.30,00,00,000/- (thirty crore) per annum & be profitable for the last 2 FYs i.e. FY 2023-24 & 2024-25.
- ii. The Bidder must possess valid GST.
- iii. Bidder should have experience of delivering services of CCTV surveillance in any Examination based project of Central/state govt.
- iv. Bidder should have experience of setting up of Command Control Center in any Examination based project of Central/state govt.
- v. Bidder has to bid for all the required services as part of Scope of work of this tender. Conditional / Partial bid will be rejected outrightly.
- vi. Sub-letting of the project will not be allowed.
- vii. Bidders will have to submit Technical Demonstration and presentation mandatorily as scheduled by BSE, which will be subject to rejection, in case the Tender Committee doesn't find it satisfying as per criteria decided by the Committee.
- viii. Bidder should submit self-attested documentary evidence complying with all points mentioned in tender documents.
- ix. In no case tenders received after due date and time shall be accepted.
- x. Bidder should have valid STQC certification for cyber security.
- xi. The bidder should not have been black listed by any central/state Govt. Institution during last 10 years.

**Evaluation Process: -**

The Evaluation of the Bids have to be done following the quality-cum-cost based selection (QCBS) method as detailed in technical bid format & Financial Bid Format.

**TECHNICAL BID-CUM- EVALUATION FORMAT***(to be submitted in a separate envelope with all enclosures)*

Tender Reference No. \_\_\_\_\_ dated \_\_\_\_\_

**TABLE HAVING DETAILED PROFILE**

1	Name & Address of the Firm) Name of the Proprietor.			
2	Status of the Firm (Certificate of incorporation / registration no. from appropriate authority etc. to be enclosed)			
3	GST Registration No. (GST Clearance Certificate – last month/Qtr to be submitted)			
4	PAN Registration No. IT Clearance certificate of last month/Qtr			
5	STQC Certificate to be attached			
6	(A) Earnest Money (B) Tender Fee	<b>DD No.</b>	<b>Dated</b>	<b>Name of the Bank</b>
7	Turnover of the firm of last 2 years (C.A. audit report to be attached)	<b>Year</b>	<b>T.O.</b>	<b>Profit</b>
		2023-2024		
		2024-2025		

**Technical Evaluation**

Sl. No.	Criteria	Marking scheme	Maximum mark	Documentary evidence	Reference
1	Years of existence (Registration date of firm under appropriate act to be verified)	Below 5 years=0 mark 5-8 year =5 mark 1 additional mark for each additional year	<b>10</b>		
2	Experience of conducting temporarily installation of CCTV, Web Casting and Live CCTV Surveillance for central/state govt. institutions/autonomous bodies/PSU, having mandatory integrated command control room, within last 5 years (non-examination-based project)	Below 2 projects=no marks 2 projects=4 marks 2 additional marks for each additional project	<b>10</b>		
3	Experience of conducting temporarily installation of CCTV, Web Casting and Live CCTV Surveillance for central/state govt. educational institutions/Exam Conducting Bodies/Boards/Councils/Univer	Below 2 projects=no marks 2 projects=5 marks 2 additional marks for each additional project	<b>15</b>		

	sities, having mandatorily integrated command control room, within last 5 years (examination-based project, other than TET)				
4	Turn over (For F.Y. 2024-25) *In case bidder failed to submit C..A. Report of FY 2024-25 with proper justification, C.A. report for F.Y. 2023-24 to be consider for calculation)	Rs.30 crore=5 marks 1 additional mark for each additional 5 crore (fraction will be considered accordingly)	10		
5	Experience in temporary installation of CCTV, Web Casting and Live CCTV Surveillance particularly in any TET (Teachers Eligibility Test) Examination for any state of India within last 5 years	2 marks for each such projects	10		
6	Team strength along with technical persons (Attendance/ Acquittance/ Pay structure / EPF DATA SHEET to be submitted)	15 manpower=5 marks. 1 additional mark for each additional 5 manpower (fraction will be considered accordingly)	10		
7	ISO certification of the bidder firm		5		
8	Presentation along with technical Demonstration	In relation to scope of work at Annexure-A	30		

**N.B.** last 5 Year will be calculated from 2020-21 to till date of Tender as the case may be.

A bid shall have to meet the minimum qualifying marks of 50 marks in quality criteria of technical evaluation-cum-evaluation bid. The bids meeting the minimum qualifying marks shall be called qualified bids and shall be eligible for financial evaluation of bid.

## (ANNEXURE-D)

## FINANCIAL- BID-CUM-EVALUATION FORMAT

Name of firm

1. Registration no. of the firm
2. Name of the proprietor
3. Address of the firm

1	2	3	4	5	6	7	8	9
CATEGORY	SERVICE DESCRIPTION	No. of CCTV cameras	Period Duration ***	No of Exam centre	Unit of measurement	Unit Price per exam center (Excl. GST)	Remark	BIFURCATION OF COLUMN NO-7
I	Live CCTV Surveillance installing CCTV temp Cameras	8-10 cameras per Exam Centre	26.05.26 to 01.06.26	300	Per Exam Centre	₹ _____	A	Per Camera rate ₹ _____ Live surveillance rate ₹ _____
II	Setting up of Integrated Command Control Centre (ICCC) at BSE HQs for Live CCTV monitoring feed as per scope of work	_____	26.05.26 to 01.06.26	1	Price For setting of ICCC at BSE HQ	₹ _____	B	_____

\* "A" in remark column (Column no.8) =No. of Examination Centre in multiple of the unit price per exam center quoted by bidder for the category no. I . i.e-300 x the unit price per exam center quoted by bidder for the category no. I .

\* "B" in remark column (Column no.8) = total price for setting of ICCC at BSE quoted by bidder

Financial Price bid(F) shall be arrived by evaluating financial-cum-evaluation bid taking in to account of the addition of both "A" & "B" describe above at Financial-bid -cum-evaluation format. i.e-  
F = A + B

An Evaluative bid score (B) will be calculated for each bid, which meets the minimum Qualifying marks of 50 in technical evaluation criteria, using the following formula in order to have a comprehensive assessment of the bid price & the quality of each bid.

$$B = (F_{low}/F) \times 100 \times X + (T/T_{high}) \times 100 \times Y,$$

F=Financial price bid of bidder

$F_{low}$ = The lowest of the evaluated financial price bid

T=The total marks obtained by the bidder against Technical/Quality criteria

$T_{high}$ = The highest mark scored against Technical/Quality criteria among the responsive bids

X=0.3(the weightage for financial price bid is 30%), Y=0.7(the weightage for quality/technical is 70 %)

The evaluated bid score shall be considered up to two decimal numbers.

Contract shall be awarded to the bidder with the highest evaluated bid score(B).

In the event of two or more bids having the same highest evaluated bid score(B) , the bid scoring the highest marks against Technical/Quality criteria will be recommended for award of contact.

**PAYMENT TERMS**

- Payment will be made after completion of the project with submission of all bills & detailed documents including the duly certified Installation Reports from the Examination Centers, as required for financial verification/audit. The format of Installation report is provided by BSE.
- If situation requires for more than 10 cameras to be installed in a exam center by the firm, then the firm must install it, within the payment of existing unit price per exam center mentioned at category I .
- If the number of cameras installed in a exam center is less than 8, then payment will be made as per the rate mentioned at column no. 9 of Financial-cum-evaluation format.
- The bidder should fill up the column no 9 in such a way that the sum of live surveillance rate and the per camera rate in multiple of 10 will be same as the rate quoted for Unit price per exam center in column no.7.
- Thus, tenderers must provide the bifurcated rate of unit price per exam center as per the column no. 9.

**PERFORMANCE SECURITY**

5% of the value of work order may be furnished in the form of Bank Draft in favor of The Secretary, B.S.E, Odisha payable at Cuttack.

**PENALTY**

1. Non execution or non-completion of assigned work in time or failure to execution of work as per the specification as laid down by the Board will result in penalty which will be decided by the President, B.S.E. Odisha, Cuttack.
2. The B.S.E., Odisha, Cuttack may terminate the tender process at any time without assigning any reason thereof.
3. E.M.D. &/or Performance security will be forfeited if the selected firm will not complete the work as per "Scope of Work".
4. The President, B.S.E.(O), Cuttack reserves the right to alter any or all modalities without assigning any reason thereof depending upon merit/ quality and factors in the interest of the Board or cancel the whole tender process without assigning any reason thereof.

**UNDERTAKING in form of Affidavit:** I do hereby undertake that information furnished above are true and correct. The firm will not sublet any part of aforesaid job to any other firm and will complete the job in time as per activities scheduled and Secretary BSE Odisha may decide appropriate penalty on the firm and the same will be binding to the firm as per agreement executed. The firm is not blacklisted by any Govt. Institute/Board/University. That the firm has the required disaster management capacity & fire safety tools & certificates.

**Signature of the Tenderer**

  
Secretary  
B.S.E. Odisha, Cuttack