



## TRIPURA BOARD OF SECONDARY EDUCATION

P.N.Complex, Gurkha Basti, P.O. Kunjaban, Agartala,  
Tripura West, Pin-799006

No.F.6 (31)/TBSE/H.S+2/OLD H.S./94

Dated, Agartala, the 27 / 08 / 2018

### NOTICE INVITING QUOTATIONS

Sealed quotations in plain paper are hereby invited on behalf of the President, TBSE for **Digitization and Archiving work** of Madhyamik & higher Secondary records from the year **1976 to 2008** from reputed Computer firms, having working experience in this field.

The quotations are to be submitted in sealed cover by Speed Post or Registered Post only with superscription '**Quotation for Digitization and Archiving work**'. Addressed to the Secretary Tripura Board of Secondary Education P.N.Complex, Gurkhabasti, P.O. Kunjaban, Pin-799006, Agartala. Quotations will be received up to 01.00 P.M. of 04-09-2018. No Quotation will be entertained after the said stipulated date and time. The quotation will be opened on 04-09-2018 at 2.p.m, if possible. The quotationer or his authorized representative may remain present at the time of opening the quotations.

Terms of agreement will be available [www.tbse.in](http://www.tbse.in).

(Dr. S.K.Poddar)  
**Secretary**

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Agartala: Tripura

No.F.6 (31)/TBSE/H.S+2/Old H.S./94

Dated, Agartala, the 27 / 08 / 2018

Copy forwarded to:-

1. The Director, ICA Deptt., (News Section), Govt. of Tripura, Agartala for kind information with the request to kindly arrange publication the above notification in the local dailies as a part of new item.
2. The Editor \_\_\_\_\_ with request to print the above matter as 3 **Col X 10 cm as Advertisement in the 28<sup>th</sup> August, 2018** issue of his/her esteemed news paper.
3. PA to the President and Secretary, TBSE for information.

  
(Dr. S.K. Poddar)  
Secretary

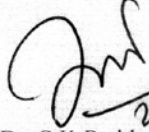
# Terms & Conditions

(No.F.6 (31)/TBSE/H.S+2/OLD H.S. /94 dated 27 / 08 / 2018)

1. The entire job shall be performed in strict confidence.
2. Rate in words and figure per candidate is to be given (including all applicable taxes.)
3. Rate once accepted cannot be enhanced in any circumstances.
4. Preference will be given who have experience in Digitization & archiving work (Certificate in this regard is to be produced).
5. The quotationer is to submit Photo copies of PTCC, ITCC, Registration Certificate & PAN Card with quotation, failing which the same quotation will be rejected.
6. The Secretary, Tripura Board of Secondary Education reserves the right to accept or reject any quotation including the lowest one without assigning any reason thereof.
7. The Secretary, TBSE reserves the right to cancel the contract/agreement at any time if the successful quotationer fails to supply the requirement as per condition of the Board.

## 8. Scope of Work

- A. Numbering all pages of Tabulation Registers (TR) & maintain Operation Registers.
- B. Capturing Digital Images for all pages of TR books.
- C. Enhancement of Captured Digital Images.
- D. Making an application to access the TR pages.
- E. Capturing of following text information from Tabulation Registers:
  - Registration Number
  - Roll Number
  - District code and Name
  - Centre code and name
  - Institution code & Name
  - Gender
  - Name of the Candidate
  - Guardian's name (both Father's and Mother's name)
  - Date of Birth(for Madhyamik only)
  - Subjects Taken in the Examination
  - Subjects wise Marks
  - Total
  - Grade/ Division
- F. Developing relevant Software for the Digitization and Archiving work to produce duplicate Admit, Registration, Enrolment, and Mark Sheet & Certificate.

  
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( Dr. S.K.Poddar )  
Secretary, TBSE