

Examination Urgent

**OFFICE OF THE DISTRICT MAGISTRATE & COLLECTOR, PURI
ESTABLISHMENT SECTION**

E-MAIL:- dist_estt.puri@yahoo.com
Ph. No. 06752-222033 / 9437086997

Quotation Call Notice

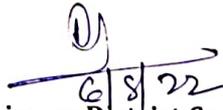
No. 1832 /BBE. Dated. 06.08.2022

Sealed quotations in plain papers are invited from intending Registered Firms / Agencies / Suppliers having valid GSTIN, PAN number for installation of CCTVs on hire basis for conduct of written examination for the post of Assistant Section Officer scheduled to be held on **21.08.2022 (Sunday)** at different **15 Examination Centres** and District Treasury Strong Room, Puri located at District Headquarters. Approximately **220** number of CCTV cameras shall have to be installed for close surveillance and recording of the proceedings of the Examination. **The installation of CCTV should be made as per the guidelines of OPSC, Cuttack which is enclosed herewith.** The Quotationers are informed to quote their rate per day per Camera & put the quotation in the Drop Box in the District Establishment Section, Collectorate, Puri on or before **12.08.2022 by 12 Noon** and it will be opened on the same day at **3.30 PM** by the Committee duly authorized by the Collector, Puri. The quotationers or their authorized agents should remain present at the time of opening of the quotations on the date & time fixed (**12.08.2022 at 3.30 PM**) at the office chamber of the Addl. District Magistrate-1, Puri. Negotiation may be made for finalization of rate with the Quotationers. The total offer price per unit shall be including of GST, transportation and installation charges. The scheduled date of Examination, Examination Centre and number of CCTV camers may be changed subject to finalization by OPSC, Cuttack. The selected Agency will submit 3 sets CDs/DVDs containing the entire CCTV footage of examination process for each hall/room at his own cost.

The Quotationers should have valid GST Number (self attested copy of the GST Registration Certificate is to be submitted) and must submit copy showing upto-date deposit of GST and valid PAN (copy to be submitted).

Each Quotationer shall have to deposit non-interest bearing EMD of **Rs.5,000/-** (Rupees Five Thousand) only in shape of Account Payee / Bank Draft payable to the Collector, Puri which will be refunded to the unsuccessful Quotationers or whose quotations are not accepted on the same day. The EMD of the successful quotationer will be converted to Security money and the same amount will be refunded after successful completion of the work. The work order will be issued to successful quotationer immediately.

The DM & Collector, Puri reserves the right to cancel any or all the quotation without assigning any reason thereof. If the quotation cannot be opened due to unforeseen reason, the same will be opened on the next working day at **11.00 AM**.


ADM, Puri-cum-District Coordinator

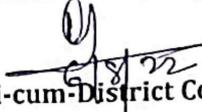
Memo No. 1833 / BBE. Dt. 06.08.2022

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Copy to Dist. Office Notice Board & Notice Board of all Offices in the District including Line Department for wide publicity.

Copy forwarded to the SP, Puri / CDO-cum-Executive Officer, Puri / Sub-Collector, Puri / Executive Officer, Puri Municipality / DPC (SSA) Puri / Dist. Education Office, Puri / CDMO, Puri / CDVO, Puri / Dy. Collector, Nizarat, Puri / All Tahasildars / All BDOs / All CDPOs of Puri District with a request to disseminate the quotation call notice widely through their Notice Board.

Copy forwarded to the DI&PRO, Puri for information and necessary wide publicity.
Copy to the Steno to Collector, Puri for kind information of the Collector.


ADM, Puri-cum-District Coordinator

Memo No. 1834 / BBE. Dt. 06.08.2022

Copy forwarded to the DIO, NIC, Puri for information and necessary action. He is requested to upload the quotation in the District NIC website (<https://puri.nic.in>) for wide publication.


ADM, Puri-cum-District Coordinator

Recruitment to the Posts Asst Section Officer(Advt. No. 26 of 2021-22)

GUIDELINES FOR CCTV RECORDING AND SUBMISSION TO OPSC

1. The CCTV must be installed at the following locations
 - a. Entrance & Exit to the Examination Centre
 - b. Each and every Examination Room/Hall
 - c. Room where Questions to be opened / Answer Sheets to be sealed
2. The CCTV cameras must record full session of the examination. (08.00AM to 05.00PM)
3. All the recordings must have proper and correct date and timestamp imprinted in the recorded visuals.
4. A CCTV Control Room is to be operated in the Centre Supervisor's Chamber, where live casting is to be done.
5. The Centre Supervisor must ensure that, there is no blackspot in the CCTV recording i.e. the CCTV must capture visuals of all the candidates in any exam room/hall.
6. The CCTV recordings must be submitted within 7 days of conduct of the Examination.
7. The Centre Supervisor must ensure that the complete recordings of the examination must be kept till a period of 15 days, from the day of transfer of the Clippings to OPSC.
8. The clipping must be submitted in the following nomenclature
 - a. The recordings may be submitted to OPSC in any media like DVD/Pen Drive/External HDD etc. in an envelope mention the Zone Name and Exam Centre Name.
 - b. The Media should have a folder with the name ZONE NAME – Centre Name e.g. (Puri – Puri Zilla School, Puri)
 - c. Under the above folder, No. of Sub folders are to be made as many rooms/halls are there in the specific center.
 - d. The individual folders are to be renamed as Room No. and allocated Roll Nos. (From Roll No. ---- To Roll No.) e.g. the name of a folder is to be Room-204(100001-100024)
 - e. In the above folders, Clips of the Rooms are to be placed serial wise, if there is more than one.