

LOK SABHA SECRETARIAT
(JOINT RECRUITMENT CELL)

Subject : Inviting sealed quotations for Preparation, Supply and Processing of OMR sheets.

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Joint Recruitment Cell, Lok Sabha Secretariat has notified vacancies for the post of Junior Clerk in Lok Sabha Secretariat.

2. The Preliminary Examination for the said post is scheduled to be held on 08th October, 2017 in various schools at Delhi, Kolkata, Chennai and Mumbai.
3. **The total number of candidates for the above-said examination is 1,22,508.**
4. **OMR sheets are required to be prepared for the preliminary examination containing 100 questions for the above said post.**
5. Sealed quotations are invited from authorized information (data) processing companies/agencies for designing and printing of OMR sheets, Barcode printing on OMR sheets, scanning and processing of OMR Sheets and generation of statements of marks obtained by candidates, Roll No.- wise and category-wise.
6. It may please be noted that for scanning of OMR sheets and printing of statements of marks, the company/agency **shall charge only in respect of actual number of candidates appearing in the examination.** The processing work of OMR sheets will be done in Parliament House Annexe, New Delhi. In addition to the above, all possible help to Joint Recruitment Cell will have to rendered from time to time in smooth processing of data pertaining to the examination for recruitment to the above post.
7. No form is being prescribed for submission of quotations. The interested parties may, therefore, submit the sealed quotations on their letter head along with brief report of similar work undertaken by them in the past, if any, inter-alia quoting the amount, both in words and figures and other terms and conditions.
8. **Quotations should be submitted in a sealed envelope addressed to the Additional Director (JRC), Room No. 148, Parliament House Annexe, New Delhi-110001 latest by 1500 hours on 27.09.2017.**

BY ORDER
25.09.2017