

Tender No. RT/04/2014 dated 20th August, 2014
inviting offers for “RECRUITMENT SERVICE PROVIDER”

CLARIFICATIONS ON DIFFERENT POINTS

Sl	Point	Clarifications
1	How many roles in total are to be tested? (Please elaborate the actual posts/domains for which recruitment is being done. For e.g. in case of Doctor-Specialists, please mention which all specialization areas are being referred here)	The roles for which Written Test are to be held, are given in para 1(a) at Page 1. No Written Test is to be held for Doctors, hence specialization areas are not of relevance to the service provider.
2	What will be the hosting period of the software module for online registration?	Candidates shall be given maximum one month' time for online registration of application from the date of beginning of online registration given in the respective advertisement for the post/s. Accordingly, the online registration system shall have to be hosted.
3	Which all roles will write the paper based exams? (Please mention roles which are under “Other functions as per requirement” as mentioned in point no v of a & b)?	Refers to clarifications against Sl.1. No specifics for “Other functions as per requirement” are presently available.
4	No. of questions to be procured for each role?	Number of questions for each role may vary from 100 to 150.
5	Please need clarity on point C on page 7 of the tender document? Because it is mentioned “Online Examination” Whereas we understand it should be “Online Registration”.	It should be read as “Online Registration”.
6	The OMR sheets required would be single sided or double sided. Please confirm?	Answer sheets (OMR) may be double sided also. However, it should not affect the quality of evaluation.
7	What would be the exam locations 'cities?	For Executive level posts [Sl. No 1(a) (i) at pg. no. 1] maximum five centers are likely to be Ranchi, New Delhi, Kolkata, Mumbai & Chennai. However, examination at Mumbai and Chennai centers shall finally be decided depending upon the number of applicants etc. who opt for these centers. For other posts mentioned under Sl. No 1(a) at pg. no. 1, the center for written examination shall be at Ranchi only.
8	Point no. 7 on page 4 says that the person having POA shall sign the bids. If the POA holder (CEO/VP etc) authorizes company employee (Manager/GM etc) to sign the bids, would it be acceptable. Please confirm.	As mentioned in para 7 at page 4. In case of a limited company or a PSU or a Corporation, a duly authorised person holding power of attorney shall sign the Bids. Accordingly, in such cases the bids may be accepted if the authority signing the bids have been dully authorised to do so by a power of attorney.
9	Do we have to provide biometric for candidate verification or a manual check of candidate details on Admit Card/ID Proof would be sufficient? (Point on page 7?)	Manual attendance sheet is required by HEC as per para 'e' of page 7. Further, since the written test is to be conducted by the service provider, it is for service provider to decide whether to go for biometric also. It is to be ensured by the service provider that the candidates appearing for written test is the same person for whom the admit card has been issued.
10	Result processing to be performed at service provider's premises. Please confirm?	Result processing and declaration shall be done by the service provider in consultation with HEC.