

**SHIVAJI COLLEGE,
UNIVERSITY OF DELHI,
RING ROAD, RAJA GARDEN,
NEW DELHI - 110027**

Date: 29.05.2019

**QUOTATION FOR FORENSIC VERIFICATION OF DOCUMENTS/
CERTIFICATES OF CANDIDATES SEEKING ADMISSION IN SHIVAJI
COLLEGE FOR UG/PG COURSES**

Sealed Quotations are hereby invited by the undersigned for forensic verification of documents/ certificates of candidates seeking admission in Shivaji College (University of Delhi) for Undergraduate/ Post Graduate Courses. The filled quotations along with requisite documents must reach the office in the name of the Principal, Shivaji College, Ring Road, Raja Garden, New Delhi – 110027 latest by 12.06.2019 upto 03:00 p.m.

The Envelope containing the quotation would please be sealed and super scribed as under:-

“QUOTATION FOR FORENSIC VERIFICATION OF DOCUMENTS/ CERTIFICATES”

| Sr. No. | Work Description | |
|---------|--|---|
| 1. | a). Providing reliable testing using analysis viz. Chemical, Mechanical, Electrical & non-destructive testing etc. b). Quality testing as per ISO17025 or higher technical standard. c). Should have standards like S,DMRC, RDSO, AERB, CBB etc. d). On the spot timely verification of educational documents with respect to embossing, Security Border, Hologram Watermarks, Micro Lettering, Bar-Codes, Engraved Writings, University Emblem, Rainbow printing & other features. e). Use Decryption & Encryption detection via online software. f). All Modern technique is to be used for Forensic Verification of Certificates | Rate Quote as per each document (inclusive all charges) |

Terms and Conditions:

1. The quotation is invited in two bid system (1) Financial Bid & (2) Technical Bid in two separate envelopes.
2. Minimum 5 Years' Experience is required for the above said work, past work order to be enclosed.
3. The firm must be registered to Government regulatory organization (please attach the copy of the same with quotation).
4. The firm must be ISO Certified or above.
5. The firm must have the License to conduct the Forensic Investigation in educational institutions.
6. The firm should not be blacklisted/ terminated & debarred in past. The firm is required to submit a self-declaration for the same.
7. Legal responsibility of the above said work rest with firm.
8. The successful bidder will be expected to complete the work in time bound period mentioned in work order.
9. GST/ PAN/ TAN/ TIN number must be attached with quotation.
10. No Advance will be given. The payment of the bill will be done after successful completion of the above mentioned work.
11. The College will not be bound to accept the lowest cost quotation. The College also reserves the right to accept or reject summarily any or all the quotation without assigning any reason whatsoever.
12. The rate quoted should be inclusive cost of materials and all taxes.
13. Quotation received after 15:00 Hrs June 12, 2019 will not be considered.


Dr. Shashi Nijhawan
Principal