



**JAMMU AND KASHMIR PUBLIC SERVICE COMMISSION**  
**RESHAM GHAR COLONY, BAKSHI NAGAR,**  
**JAMMU.**

[www.jkpsc.org](http://www.jkpsc.org)

**Subject: - Scanning/Digitization of Record of J&K Public Service Commission – Invitation of Sealed Offers from companies empanelled by the J&K Information Technology Department.**

**NOTICE**  
**DATED : 29-03-2012**

In continuation to Notice dated 21-03-2012 issued earlier regarding the above cited subject, it is hereby informed that all the companies empanelled by the State IT Department shall follow the following proforma while quoting their rates for the scanning/digitization project :-

S.NO.	PAPER SIZE	Rate per leaf for single sided page	Rate per leaf for double sided page
1.	A4/F.S./Legal		
2.	A3 or higher		
<b>Lump Sump rates (Optional)</b>			
3.	Lump sump rates irrespective of size of paper		

In additional to this, the bidder shall also mention the infrastructure presently available with the company as per the following proforma :-

**Availability of IT Infrastructure/manpower**

S. No.	IT Component	Detailed Specifications/ Expertise	No. that can be made available at Jammu	No. that can be made available at Srinagar
1.	Computers			
2.	Servers			
3.	Scanners			
4.	Trained Manpower			
5.	Any other			

Further, the following Terms and Conditions in addition to those notified earlier, shall also be applicable:-

1. The Companies offering their bids shall have to produce certificate of empanelment by the J&K IT Department for the purpose of Digitization.
2. There shall be no compromise on quality and regular quality checkups shall be performed during the process of digitization/Scanning.
3. The Company shall have to provide a mechanism for cataloging of scanned data and searching of data/information.
4. Uninterrupted Power Supply shall be provided by the Commission for the systems of the company and this factor shall be kept in consideration while quoting of rates by the empanelled companies.
5. The Commission reserves the right to reject any offer without assigning any reasons thereof.

Sd/-  
(M. A. Bukhari), IAS  
Secretary  
J&K Public Service Commission  
Jammu.

No: - PSC/Adm./15/2012

Dated :- 29-03-2012

Copy for information and n/action to the:-

1. Secretary to Govt., Information Technology Department, Civil Secretariat, Jammu.
2. Secretary to Govt., General Administration Department, Civil Secretariat, Jammu.
3. Director, J&K Information Department, J&K Government, Jammu for publishing the Notice in leading dailies of Jammu and Srinagar cities.
4. The General Manager, Government Press, J&K Govt., Jammu for publication in the Government Gazette.
5. Additional Secretary (Exam), Additional Secretary (Adm./ DPC)
6. FA/CAO, J&K Public Service Commission, Jammu.
7. Deputy Secretary (DR Section)
8. Under Secretary (DR), Under Secretary (Exams.)
9. Pvt. Secretary to Hon'ble Member (Establishment) for information of the Hon'ble Member.
10. P. A. to Chairman for information of the Hon'ble Chairman.
11. All Section Officers.
12. I/C Computerization.
13. M/S Wapmerr, M/S ILLocus, M/S Charag Associates, M/S Softnet, M/S Comtech Institute & M/S Ikrat Software Pvt. Ltd.
14. Main File.