

No.11/1/2014-SR
Government of India
Department of Personnel and Training
Staff Selection Commission
(Southern Region)

II Floor, EVK Sampath Building
College Road, Chennai-600006

Dated the 12th March, 2014

To

Subject: Combined Higher Secondary Level (10+2) Examination, 2013-Conduct of Skill Test-regarding.

Sir,

The Commission is going to conduct Skill Test for about 800 candidates qualified in written part of the Combined Higher Secondary Level (10+2) Examination, 2013 in April, 2014. The Scheme of the Skill Test is as under:-

Types of Skill Test	Duration of		Details of Batch & Duration of the Test
	Trial Test	Actual Test	
Data Entry Skill Test (DEST)	2 mins	15 mins	25 candidates per batch and 8 batches per day for about 5 days
Typing Test (TT)	2 mins	10 minutes	
Both DEST (Forenoon) & TT (Afternoon) for same set of candidates	2 mins	15/10 mins	25 candidates per batch and 8 batches per day for about 2 days

2. The requirement for the Skill Test will be as under:-

- (i) One Computer Room having (a) one Server; (b) 25 Client-Computers; (c) one Printer, with required specifications;
- (ii) It should also have one back-up Server, 5 back-up Client-Computers & one back-up Printer;
- (iii) One Room for Document Verification of 25 Candidates per batch with one Computer with internet facility alongwith a printer;
- (iv) Both the Computer Room and Document Verification Room should have AC facility;
- (v) Uninterrupted power supply with proper Genset;
- (vi) Potable water for the candidates as well as staff of the Commission;
- (vii) Separate toilet facilities for Male and Female candidates/staff;
- (viii) Easy accessibility of the Test Centre by train/bus;
- (ix) Proper parking facility for cars and two-wheelers;

3. The Commission is seeking the services of an outsourcing agency with adequate experience and technical personnel for conducting the Skill Test. The outsourcing agency will be responsible for providing technical support and adequate infrastructure including the following:-

- (i) Computer Room having required number of Server(s), Client-Computers & Printer(s) alongwith required specifications, in good condition;
- (ii) Hindi Fonts/Software and Key Boards, wherever necessary;
- (iii) Networking of the Client-Computers with the Server(s) and Printer(s);
- (iv) Provision of authentic Anti-virus software in both the Server(s) and Client Computers;
- (v) Uploading SSC-NIC Softwares to be supplied by the Commission;
- (vi) Taking print-out of answer scripts of the candidates through network Printer;
- (vii) Supplying date-wise/consolidated back-up files/text files of answer scripts, in CDs (in duplicate).

4. Inspection of Test Centre will be carried out by the Officer(s) of SSC before or after opening of Quotation to decide its suitability for the job.

5. Willing and experienced agencies may send their quotations in the enclosed proforma [Annexure] to this Office by 20th March, 2014.

Yours faithfully,

(S. Rajalakshmi)
Deputy Director

QUOTATION FOR CONDUCTING DEST/TT

Nature of Work	Rate [in Rupees]	Remarks
Data Entry Speed Test (DEST) - Trial Test for 2 minutes with Actual Test for 15 minutes; and/or Typing Test (TT) - Trial Test for 2 minutes with Actual Test for 10 minutes		Rate to be quoted per Computer per day

Note 1: The rate should be inclusive of taxes.

Note 2: The rate should be inclusive of loading of softwares and document verification room.

Note 3: The all-inclusive rates should be quoted per client-computer irrespective of the number of candidates called per batch.