

**Expression of Interest for
Implementation of
Transparent Recruitment Policy.**

J&K Police intend to introduce Transparent Recruitment Policy by outsourcing the whole process from Application Stage to Result compilation stage.

Accordingly the department invites Expression of Interest (EOI) from reputed vendors / firms having vast experience for implementation of such projects by or before 09.08.2014 upto 1600 hours as per scope of work given below:-

Transparent Recruitment Process

1. Scope

Use of technology to support and sustain the recruitment process.

Application form	Use of OMR/OCR technology for all application forms as well as for all examinations
Physical Standard Test (PST)	Use of standardized digital height, weight and chest (with expansion) devices with digital display monitors for display to the candidate and interface with the computer application for automatic data entry into data base.
Physical Eligibility Test (PET)	Use of RFID chip timing technology for conduct of endurance run in the Physical efficiency test to ensure accuracy and tamperproof conduct of run.
Capturing & Verification of Biometrics	Use of biometric devices to eliminate duplication and impersonation.
CCTV	Use of CCTV technology to video graph the various stages of recruitment and thereby maintain a back up record and also keep track of the activities at various recruitment centers simultaneously functioning across the state.
E-Recruitment Software	Use of E-recruitment application software for entire process from application to final merit list generation so as to facilitate accuracy, minimize cumbersome manual documentation and negate tampering.

The Transparent Recruitment Process project focuses on developing a recruitment process that is tamperproof, fair and transparent and with the help of well-defined procedures and the use of technology, recruits candidates on the principle of meritorious selection. The Project defines the recruitment procedure,

identifies the areas of outsourcing, the technology to be used, the suitable equipment, the costs and the services envisaged to ensure the attainment of vision and the goal of the project.

2. Application of technology with respect to description of work, to be procured at each level

<p>a. OMR/OCR technology for application and examination</p>	<ul style="list-style-type: none"> ▪ Design, print and supply of OMR application kits. ▪ Preliminary scrutiny of applications. ▪ Generation of Call letter/ Admit card/ Rejection slip. ▪ OMR and OCR technologies to provide a means of data collection from paper forms filled by the candidate, which requires Imaging scanners, driver software, Image scan tool and allied items for storage and retrieval. ▪ The technology to provide following minimum features: <ul style="list-style-type: none"> ✓ Recognition of bubble marks ✓ Recognition of bar code ✓ Form ID Marks ✓ Electronic storage and retrieval ✓ Speed – 2000 to 10,000 forms/hr per scanner ✓ Storage and retrieval of images ✓ Complete document indexing
<p>b. Physical Standard Test (PST)</p>	<ul style="list-style-type: none"> ▪ A digital measurement device is to be incorporated so that the candidate is able to read his measurement on a digital display monitor and the information is directly fed into the computer so as to effect a rejection or acceptance for the next level in the recruitment process. ▪ Description of technology to be introduced: <ul style="list-style-type: none"> ✓ A metallic guide of 6feet in height will be provided for measuring height of the cadet. In addition a Load cell based platform weighing scale will be attached to the bottom of the metallic guide to measure the weight of the cadet. The height measurement system will be able to measure a height of measured set-point +/- 15 centimeter. For example if the measuring guide is set to a measured set-point of 168cm then the measuring slide will be able to measure a height from

	<p>(168cm - 15cm) to a maximum of (168cm + 15cm) with a least count of 5mm. The weighing scale will measure weight with a least count of 10Gms for a maximum weight of 100Kgs.</p> <p>✓ To get with the process of measurement the measuring guide is adjusted to a measured fixed point (i.e. 168cm) using a measuring tape. The measurement control unit & the Web cam are connected to the serial port (RS-232C), USB port of the computer and the measurement software is activated. On activation of the software using password the measured fixed point is entered as the reference point of measurement. The display reads a height of (measured fixed point - 15Cm) as the measuring slide is resting at its lowest point due to gravity. The details of the candidate are entered in another computer connected via LAN to this measurement computer. The candidate is called for measurement and he stands along the measuring guide on the platform weighing scale. The officer in charge adjusts the measuring slide and finally slides down till it hits the head. The computer automatically captures the height measurement, weight measurement and the still photograph of the candidate standing along the guide. Now the cadet goes to the report collection counter. A computer is connected to the same LAN network and it retrieves data for reports to give a hard copy to the cadet.</p>
<p>c. Physical Eligibility Test (PET)</p>	<ul style="list-style-type: none"> ▪ RFID Chips are to be used, tied to the leg of the runner to complete the physical test of each candidate. Before tying the chip the runner is registered into the system. ▪ Once the chip is tied the runner he/she will be said to run on the running track. ▪ At the start point an installed device will record the start time of the runner after crossing the start point and the start time will be updated to central server. ▪ Once the runner reaches the end point, an installed device at the end point will record the end time of the runner and the end time will be updated to central server.

	<ul style="list-style-type: none"> The application in server will calculate the net-time of the runner and a report containing list of runners who completed the race can be generated at any point of time.
d. CCTV	<ul style="list-style-type: none"> To provide a video evidence of the event and participation of each candidate and extent of the same
e. Biometric Devices	<ul style="list-style-type: none"> To overcome the problem of impersonation and duplication by candidates and to ensure that the candidate is the same through all the stages of the recruitment and does not exchange places with any other.
f. E-recruitment Application Software	<p>The application should offer the following services :-</p> <ul style="list-style-type: none"> Designing and printing of OMR application form, covers and instruction booklet. OMR scanning of application forms Designing and printing of Answer sheets Provision of biometric solution to ensure that the same candidate appears at all stages of the recruitment process. Preparation of admit cards, admission cards, attendance sheets for gate attendance, reports for scrutiny, physical standards test, physical endurance/efficiency test, medical test, written exam. Preparation of master result and miscellaneous report required for all stages in the recruitment procedure. Scrutiny of documents annexed with application form as per checklist. Dynamic query /dynamic report based system solution for generating reports as per requirement for statistical and analytical purposes for use by the First Party.

3. Software Development Technologies - Module wise

S No.	Name of Module	Description	Platform
1.	Recruitment Server(Central)	The process of Eligibility candidates, Non-eligibility candidates, admit card generation will be done by the recruitment server application.	Windows Server 2012 or above Database SQL Server/ Oracle
2.	Client application (for use in Districts)	- Integration with Bio-Metrics fingerprint device - First time stores fingerprint in database for further	Web based application software

		<p>authentication.</p> <ul style="list-style-type: none"> - Capturing physical measurements like height and weight, PET, and calling candidates for next level like Medical Test, etc. - Selection of eligible candidates to next level with bio-metric finger print Verification. - Distributing Software (Recruitment Client) to Districts and other bio-metric devices to each district. And conducting training to data entry operators 	
3.	Selection Engine (Central)	The final process of selection of candidates like taking the no. of vacancies, vacancies calculation, process of selection, and the final selection reports.	Windows Server 2012 or above

4. Hard ware details for recruitment process and for scrutiny:

S No.	Server/System	Quantity
Hardware at Central Site		
1.	<p>Central Server with following minimum configurations:</p> <ul style="list-style-type: none"> ✓ Tower type ✓ Intel E5 2620v2 or above, Hex core Xeon processor ✓ 16 GB RAM ✓ Min. Storage HDD 500GB x 5, 10k rpm, RAID 5 or higher ✓ Dual redundant power supply ✓ Dual Gigabit Ethernet Ports ✓ DVD ROM Drive ✓ 18.5" colour TFT monitor with keyboard & mouse ✓ Memory and Storage should be expandable 	01
2.	Development High End Workstation with following minimum configurations:	02

	<ul style="list-style-type: none"> ✓ Intel i7 processor ✓ 8 GB RAM ✓ 500 GB HDD ✓ DVD writer ✓ USB Keyboard, USB mouse & 18.5" monitor ✓ Windows 7 genuine 	
3.	Scrutiny, Scanning OMR Applications with following min. configuration : <ul style="list-style-type: none"> ✓ Intel i7 processor ✓ 8 GB RAM ✓ 500 GB HDD ✓ DVD writer ✓ USB Keyboard, USB mouse & 21" monitor ✓ Windows 7 genuine 	03
4.	OMR/OCR scanner with following min. features : <ul style="list-style-type: none"> ✓ Recognition of bubble marks ✓ Recognition of bar code ✓ Form ID Marks ✓ Electronic storage and retrieval ✓ Speed – 2000 to 10,000 forms/hr per scanner ✓ Storage and retrieval of images ✓ Complete document indexing 	03
Software		
1.	Windows Server 2012 or higher	01
2.	.Net 2012 Developer Studio or higher	01
3.	MS-SQL Server/ Oracle	01
4.	Windows 7/with workstation	05

5. Hardware details for field tests at district level for capturing height, weight and finger prints. (For each district):

S No.	Server/System	Quantity
Hardware at District level		
1.	Server/ Client with following min. configuration : <ul style="list-style-type: none"> ✓ Intel i7 processor ✓ 8 GB RAM ✓ 500 GB HDD ✓ DVD writer ✓ USB Keyboard, USB mouse & 21" monitor ✓ Windows 7 genuine Note: Number of systems depends on how many Bio-metric device are required as well as depending how much distance the tests going to conduct.	01
2.	Weight and Mass index machine at Districts Note : minimum	01
3.	Laser Printer (each distt.) with following minimum	01

	specifications: ✓ Upto 18 pages per minute (A4) ✓ Black and white print ✓ USB 2.0 interface ✓ Papertype(laser, plain, photo, rough,vellum),envelopes, labels, cardstock, transparencies, postcards ✓ Operating Temperature -15 to 40°C ✓ Client Operating System Windows 7 (32 bit & 64 bit)	
Software		
1.	Windows 7 with workstation	01
2.	.NET Framework	
3.	MS-SQL Server/ Oracle Note: Both systems connected with LAN, 1 MSSQLServer is sufficient, if not 2 MS-SQL Serverlicenses are required.	01

6. Hardware details for written test to authenticate candidates by bio-metric device for each centre.

S No.	Server/System	Quantity
Hardware		
1.	Server/ Client with following min. configuration : ✓ Intel i7 processor ✓ 8 GB RAM ✓ 500 GB HDD ✓ DVD writer ✓ USB Keyboard, USB mouse & 21" monitor ✓ Windows 7 genuine Note: The above system can be used those system used at grouhd tests.	01
Software		
1.	Windows 7 with workstation	01
2.	.NET Framework	
3.	MS-SQL Server / Oracle	01

Commercial Estimates

S.No.	Description of Work	Rate per Candidate (INR)*
1.	<u>Phase I-Application Stage</u> <ul style="list-style-type: none"> • Design, Print and supply of OMR/OCR Application Form Kits. • Scanning of OMR/OCR Application Forms, Photographs and Preparation of Database. • Preliminary Scrutiny of the Applications. • Generation of Call Letter/ Admit Card/ Rejection Slip. 	
2.	<u>Phase II- Events, PST and PET</u> <ul style="list-style-type: none"> • 1. Capturing and Verification of Biometrics (Thumbprint) • Deployment of Digital measurement for PST. 	

	<ul style="list-style-type: none"> RFID Technology for PET events. 	
3.	<p><u>Phase III- Written Examination & Phase IV- Final Result</u></p> <ul style="list-style-type: none"> Printing and Supply of Question Papers. Design, Printing and Supply of Carbonless OMR Answer Sheets. Verification/Authentication with recorded Biometrics for the Candidates at the entrance of Examination Hall. Evaluation of Answer sheets and preparation of merit list using e-Recruitment Software, Preparation of Post-wise, Rank-wise/caste-wise Merit list as per allocated vacancy, as per SRO-126. Call letter/ Admit card for the shortlisted candidates for the Medical Examination. Preparation of Provisional Select List. 	
4.	<p><u>CCTV Coverage</u> The examination hall should be well equipped with CCTV coverage for proper surveillance.</p>	
5.	<p><u>Project Management and e-Recruitment Software</u></p>	

Note: Recruitment is an ongoing process and therefore the interested bidder should quote for both, i.e. outright purchase as well as for usage charges (to be quoted @, per candidate) of the system. In case of outright purchase, the period of warranty, license fee (if any) be mentioned and AMC charges (at least) for 03 years, beyond warranty be mentioned in abstract amount, showing calculation separately. In case of usage charges rate, (per candidate) be shown separately for every event. It should be mentioned if any guarantee for minimum number of candidates in the recruitment process is required.

* Calculation to be based at base mark of 50,000 candidates & fluctuation of 5000 candidates thereafter.

07/7

AIG (Prov./Tpt.)
For Director General of Police,
J&K-Srinagar

No:Prov-II/Elect-56/2011-12/ 35974-90

Dated:- 07-07-2014.


Copy to the :-

- Principal Secretary to Govt. Home Department J&K Srinagar
- ADGP Armed J&K Srinagar
- All Is.G J&K Police for information.
- Director Information J&K Srinagar for information with the request to kindly arrange the publication of EOI in National Dailies viz, The Hindu, Decan Herald, Hindustan Times, Indian Express and in local Newspapers i.e. (Greater Kashmir in Srinagar and Excelsior in Jammu) and

Tender Journals etc for wide publicity. The payment for publication in National Dailies shall be made by the PHQ against bills.

5. Director Door Darshan Jammu/Srinagar and Station Director Radio Kashmir Srinagar/Jammu for putting the EOI notice on air for three consecutive days.
6. Director Industries Jammu/ Srinagar for information
7. Manager, Government Press Srinagar/Jammu for publication in Govt. Gazette.
8. SP J&K CID Cell, 11-Harish Chander Mathur Lane Kasturba Gandhi Marg New Delhi-110001 for information and n/action.
9. PRO to DGP J&K Srinagar. He will personally liaise with Directorate Information for publication of the EOI immediately and make available concerned Newspapers to AIG (Prov/Tpt) PHQ J&K.
10. DY.SP In-charge PCS, Zewan Srinagar/Gulshan Ground, Jammu
11. S.O e-Procurement PHQ J&K for information and n/action.
12. In-charge IT Centre PHQ for posting the EOI available on website of J&K Police.

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For Director General of Police,
J&K-Srinagar