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**Sub: Providing space and necessary support for Oct/Nov 2019 exam-reg.**

Respected Madam/ Sir,

The National Institute of Open Schooling (NIOS) is an autonomous organization in pursuance of National Policy on Education 1986 by the Ministry of Human Resource Development (MHRD), Government of India.

NIOS is providing a number of Vocational, Life Enrichment and community oriented courses besides General and Academic Courses at Secondary and Senior Secondary level.

NIOS Public Theory Examination for October/November 2019 will commence from 03<sup>rd</sup> October 2019 to 01<sup>st</sup> November 2019.

**For evaluation of answer books in different subjects at Secondary and Senior Secondary level, we need space for smooth & fair conduct of spot Evaluation work. The tentative date for starting of Spot evaluation is 10.10.2019. The evaluation work should be done on every day without any interruption time 08.00AM to 08.PM or as per the target.**

**School/Institution of Jharkhand in nearby district of Ranchi within 200 KM can only apply .**

In this regard you are kindly requested to provide suitable space for spot evaluation work.

Application form for spot evaluation is attached. **Last date for submission of application at Regional Centre Ranchi is 06.10.2019.**

**All the settlement of Bills will be done as per NIOS norms.**

I very much look forward to hearing from you and hope that you would be willing to accept our proposal.

Thanking You,

Yours faithfully,

Encl: As above

**(Dr. Rajeev Prasad)**  
**Regional Director**  
**NIOS RC Ranchi**

Date:

To,  
Regional Director  
National Institute of Open Schooling  
Regional Centre, Ranchi  
Zila School Hostel Premises,  
(Near Shaheed Chowk) Ranchi,  
Jharkhand – 834001

**Sub.: Rates for Providing space and necessary support for Oct/Nov 2019 exam -reg.**

Sir,

With reference to your letter, our school/Institute- management has agreed to provide space as per your requirement on the rates (inclusive Wi-Fi/Internet facility, Furniture and Computer and all taxes) given below table;

Sr. No.	Description	Qty	Remuneration	GST if any
01	Nodal Supervisor  (For Conveying Information to the teachers to join evaluation work within the stipulated time & All over responsibilities for smooth & Fair conduct of Evaluation)	01		
02	Room/Hall for seating capacity 100 at once along with furniture & basic amenities for 45 days	10		
03	packers for loading/unloading	02		
04	01 waterman	01		
05	Store Room for storing of 100000 answer books for 6 months	01		
06	Electricity, Power backup	45 days		
08	Photocopies as per requirements of the Spot evaluation	45 days		
09	Transportation for the use transfer of evaluation materials from the NIOS Ranchi Office to Spot evaluation centre	As per use		
	<b>Total</b>			

If our School/Institute is selected for this work, we will extended every necessary support without effecting or interfering in spot evaluation work.

Thanking you.

**Signature of Principal/Head of Institution  
With Rubber Stamp**