Tender



YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY, NASHIK

[Estd. by Government of Maharashtra]

Dnyangangotri, Near Gangapur Dam, Govardhan, Nashik 422 222 Tel.: (0253) - 2231479(COE), 2230024(Purchase)Fax: 0253 - 2230470

Email: chaure_mk@ycmou.digitaluniversity.ac

[Visit us on Internet at www.ycmou.ac.in
http://ycmou.digitaluniversity.ac

TENDER DOCUMENT FOR

Confidential D.T.P.Work for Question Paper

Tender No.: PUR/2019-20/101 Dated 15.4.2019

Issuing Authority

Registrar, Yashwantrao Chavan Maharashtra Open University, Nashik

INDEX

Sr.	DESCRIPTION	PAGES	
No.	DESCRIPTION	From	То
1	e-Tender Time-table	3	3
2	Details of Work	4	4
3	Eligibility Criteria	5	5
4	Enevelop -1 Technical Bid	6	6
5	Financial Bid/ Submission of tender /Opening of the Tenders/ EMD/Security Deposit/ Issue of Forms	7	7
6	Conditional Tender/ Power of Attorney/Payment Terms/Penalty Charges	8	8
7	General Terms & Conditions	9	9
8	Annexure I. Tender Form(Technical Tender)	10	11
9	Specifiation for Confidential Printing	12	12
10	Enevelop-2 Financial Bid	13	13



YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY

Dnyangangotri, Goverdhan, Near Gangapur Dam, Nashik - 422 222 (India).

Tel.: (0253) - 2231479(COE), 2230024(Purchase), Fax: 0253 - 2230470

Web Site - http://ycmou.digitaluniversity.ac www.ycmou.ac.in <a href="http://ycmou.digitaluniversity.ac http://ycmou.digitaluniversity.ac <a href="http://ycmou.digitaluniversity.ac <a href="http://ycmou.digitalu

Tender for the following work is invited by Registrar, Y.C.M.O.U Nashik from the tenderers.

E-Tender No	Name of work	Estimated Cost of the tender(Rs)	Earnest EMD Amount(Rs)	Cost of Tender Form	Time Limit of completion work
PUR/2019-20/101	Confidential D.T.P.Work for Question Paper	10 Lakhs	10,000/-	2360/-(with GST)	As per schedule given

Tender Time Table

Sr. No	Stage	Start Date	Expiry Date & Time
1	Publishing Date & Time	15-4-2019	23-4-2019 Till 5.30pm
2	Tender Submission Start & End Date, Time.	15-4-2019	23-4-2019 Till 5.30 pm
3	Tender Opening Date & Time. Technical bid	24-4-2019 at 11.00 am	NA
4	Tender Opening Date & Time. Financial bid	24-4-2019 at 2.00 pm	NA

Note: Right to reject any or all tenders without assigning any reason thereof is reserved by the University.

Registrar YCMOU, Nashik

DETAILS OF WORK

TENDER SCHEDULE

Tenders are invited by the **Registrar**, **YCMOU** from the tenderers.

Name of Work	Confidential D.T.P.Work for Question Paper	
Estimated Cost of the Tender	Rs.10,00,000/-	
Earnest Money Deposit (EMD)	Rs 10,000/- The EMD applicable amount shall be paid via DD. EMD Exemption not applicable.	
Cost of Tender Form	Rs. 2360/-(with GST) shall be paid by DD	
If any query please contact	Tel.: (0253) - 2231479(COE), 2230024(Purchase)	

TO BE FILLED IN BY THE TENDERER

I/We have quoted my/our offer in Commercial Tender in figures.

Name and signature of Tenderer with complete address

1. Eligibility Criteria:

Only Printer fulfilling the following conditions shall participate in this Tender Process.

- **1.1** The printer must be registered and recognised/ authorised as security printer/ confidential printer with Govt. Of Maharashtra or Central Govt, or relevent statutory authorities or have worked with YCMOU for confidencitial printing successful.
- **1.2** The printer should have his own proprietory printing press fully equipped with the required machinery. The printer must submit details of available machinery and godown space in Annexture I with **Technical Bid (Envelop No. 1)**.
- **1.3** The printer should be sole properitary concern, partership firm or company and should be registered with Registrar of Firm / Registrar of Companies or Shops & Est. Act wherever applicable. The printer should have been in existence / operation for the last 3 years with an important part of his business being printing of verious material. Printer must submit certificate issued by Chartered Accountant to that effect.
- **1.4** The Printer should have undertaken a confidential printing work of state/national universities, State S.S.C. and H.S.C. Boards, Govt. Depts, Semi Govt. Offices. The printer shall furnish documentary evidence about technical and production capability necessary to perform the contract.
- **1.5** The printer should necessarily have a minimum experience of 3 years in providing Confidential printing.
- **1.6** Average annual turnover of the Printers in preceding three years 2015-16, 2016-17, 2017-18 OR 2016-17, 2017-18/, 2018-19 as per the audited financial statements for addressee account must not be less than Rs. 1,00,00,000/- (Rupees One Crores).

2. Technical Bid: Envelope No. 1 (Documents required)

- The tenderer must download the tender document via http://ycmou.digitaluniversity.ac & www.ycmou.ac.in .
- The first envelope "Envelope No.1" shall contain the following documents.
 - 2.1 Attachment No. 1: Demand Draft of Tender Fee of Rs.2360/-
 - 2.2 Attachment No. 2: Demand Draft of EMD of Rs.10,000/-
 - 2.3 Attachment No. 3: Copy of valid GST Registration No. Certificate.
 - **2.4 Attachment No. 4:** Copy of latest GST return (e-return challan up to March 2019).
 - **2.5 Attachment No. 5:** Copy of valid Company Registration Certificate <u>or</u> copy of valid Registration Certificate of the respective law of the concern state.
 - **2.6 Attachment No.6:** Copy of certificate issued by any State Govt. or Central Govt. or relevent statutory authorities for whom tenderer has as a security printer.
 - **2.7 Attachment No.7:** Copy of financial account statement (Certified by CA) for the presiding three years. (2017-18, 2016-17, 2015-16 or 2018-19,2017-18, 2016-17)
 - **2.8** Attachment No. 8: Copy of *Technical* Information *Annexure I*.
- Note: Attachment number shall be marked on documents.

Tender submitted without any or all of the documents mentioned at 1 to 8 above are liable to be rejected.

All documents attached with the Tender should be duly self-attested. After the scrutiny of the technical bid and relevant documents, financial bid will be open for only eligible tenderers in technical bid.

3. Financial Bid: Envelope No. 2

The tenderer shall submit Financial Bid in this Envelop -2. The rate to be quoted should be per page & in figures. The rates to be quoted should be exclusive of GST. GST will be applicable at actual.

4. Submission of Tenders:

Refer to Key Dates as indicated in the time scheduled mentioned in the detailed tender notice.

5 Opening of Tenders:

On the dated specified in the Tender Schedule, following procedure will be adopted for opening if the Tender.

5.1 Envelope No. 1: (Documents)

First of all **Envelope No. 1** of the tender will be opened to verify its contents as per requirements.

5.2 Envelope No. 2: (Financial Bid)

This envelope shall be opened after opening of Envelope No. 1, only if contents of Envelope No. 1 are found to be acceptable to the committee.

6. Earnest Money Deposit:

- **6.1** Earnest money of Rs. 10,000/- shall be paid by DD. In favour of Finance Officer, YCMOU, payable at Nashik. The EMD of the unsuccessful bidders will be returned after the allotment of work.
- 6.2 In case of successful tenderer, it will be converted into Security Deposit.

7. Security Deposit:

After acceptance of tender the successful tenderer shall submit the Security Deposit of Rs. 30,000/-. EMD amount will be converted into Security Deposit. Successful tenderer shall pay the balance amount of Rs.20,000/- by Demand Draft in favour of "Finance Officer, YCMOU" payable at Nashik. The Security Deposit will be refunded after the completion of work entrusted & satisfactory supply report from concerned department.

The Security Deposit shall be forfeited in case successful tenderer refuses to accept the work after allotment or successful tenderer fails to start & complete work in scheduled time which is fixed by concerned authority.

8. Issue of Forms:

Information regarding contract as well as blank tender forms can be downloaded from the http://ycmou.digitaluniversity.ac & www.ycmou.ac.in website.

9. Correction:

No corrections shall be made in the tender documents. Any corrections that are to be made shall be made by crossing the incorrect portion and writing the correct portions above with the initials of tenderer.

10. Tender's Acceptance:

Acceptance of tender will rest with the Registrar, YCMOU, Nashik who reserves the right to reject any or all tenders without assigning any reason therefore.

11. Conditional Tender:

The tenders who do not fulfill the conditions, the general rules and directions for the guidance of tenderer in the tender form or are incomplete in any respect are likely to be rejected without assigning any reason therefore. Conditional Tenders will not be accepted or considered.

12. Allotment of work:

Allotment of the work should be on the basis of Lowest Rate. University deserves the right to distribute work more than one tenderer if required.

13. Payment Terms:

The Printer will be eligible for payment within 30 days after satisfactory completion of work entrusted with following documents:

- i) Two copies of delivery challan
- ii) Two copies of Invoice/Bill.

14. Penalty charges for delay delivery:

The date of supply shall be scrupulously followed. Printer shall deliver the required material as per the schedule given by concerned authority. Any damage to the examinations due to late or defected supply may attract action such as debarment from the university work with intimation to other universities in the state. In such case security deposit shall be forfeited. In case of major mistakes penalty decided by Board of Examination will be charged to the printer.

GENERAL TERMS AND CONDITIONS.

- 1. The tenderer should read carefully all the tender terms, conditions and work specifications.
- 2. Dimensions and units of quantities in tender should be strictly followed.
- **3.** Conditional offers received other than the specified condition mentioned in the tender enquiry is liable for rejection.
- **4.** All the tenderers should note that failure of violation of General Conditions, General Notes, their tenders are liable for prima-facie rejection.
- **5.** Evaluation of tender will be done on the basis of overall lowest.
- **6.** Any price escalation will not be considered, however any change like in Goods & Service Tax (GST) shall be paid or if decrease in taxes it shall be deducted from payment to tenderer.
- 7. The rates should be Exclusive of GST. GST will be applicable at actual.
- 8. The tenderer should write "Envelop No.1 Technical Bid" on the envelop contains

 Technical Bid.
- 9. The tenderer should write "Envelop No.2 Financal Bid" on the envelop contains Financal Bid.
- 10. The tenderer should put "Envelop No.1 Technical Bid" & "Envelop No.2 Financal Bid" in One Big Envelop. Write "Tender No.PUR/2019-20/101" on this Big Envelop & shall be dropped in Tender Box available at "Registrar Office, Yashwantrao Chavan Maharashtra Open University, Dynangangotri, Near Gangapur Dam, Goverdhan, Nashik-422 222."

Registrar Yashwantrao Chavan Maharashtra Open University, Nashik

Technical Informations

llars of Tenderer:
Name of the Printing Press/Manufacturer
Registration No. and Year of Registration (With Documentary Evidence)
Organization to whom the Agency has been registered with (Please attach the registration Proof.)
Office Address and Tel. No.
Factory Address and Tel. No.
Name (s) of the Proprietor
) Partners & Mobile No.
Email ID & Fax number
ence in last Three years
perience in confidential printing the copy of Work Order for each year may be enclosed ast three years).
as the firm ever been debarred/ ack listed by any organization? Yes' the details thereof.
etails of Award /Certificate of erit etc. received from any Board/ niversity / Organization. Please tach Copy of certificate(s)
es the delivery is made as per work order or not
nancial: i) Annual turnover (during last three financial Year) - 2015-16 Rs
2016-17 Rs
2017-18 Rs
OR
2016-17 Rs

	2017-18 Rs
	2018-19 Rs
ii) PAN Number:	
	dersigned, hereby declare that I shall abide by all the clauses and conditions as prescribed in the document by Yashwantrac sity, Nashik – 422 222
Date:	Signature of the Tenderer
Address	With official seal of company

Specifications for Confidential D.T.P.Work for Question Paper

Particulars of Item: Typing question paper from given manuscript in prescribed format of A4 size and font (devnagari/English/Urdu), style, size, spacing, etc. as per sample attached in *Annexure III*. After the completion of work two hard copies of question papers shall be submitted along with manuscripts the particulars are as under.

- a) About 6000 Pages will require for May 2019 Examination as per the specimens provided. However, same quantity will require for subsequent examinations.
- b) The proof reading of question papers shall be done by the tenderer.
- c) Some Question Papers contains mathematical expressions, diagrams, charts, tables, etc.
- d) If there is any difficulty in understanding the handwriting of manuscripts, specified officer shall be contacted to get it cleared.
- e) Question papers shall be converted into pdf format with embeded font and shall be submitted to the university in digital form in two copies of password protected CDs/DVDs before prescribed date. The CDs/DVDs shall be submitted in a CD cover duly paper sealed.
- f) The Manuscripts whose DTP is done shall be scanned and saved in a separate CD, super scribing manuscript CD protected with Password and shall be submitted to the prescribed officer of the university.
- g) The CDs/DVDs shall be submitted in one sealed confidential envelop to the prescribed officer of the university. The envelop should contain List of Papers included in the CDs/DVDs.
- h) Password of the protected CDs/DVDs shall be submitted in one separate sealed confidential envelop to prescribed officer of the university.
- i) The envelopes should be cross signed with paper sealed. The identity of the person involved on either side shall not be revealed.
- j) In case of mistakes in typing/ change in content, penalty as decided by the Board of Exam will be charged.

Envelope - 2

Financial Bid

Name of the Tenderer -	
Name of Firm:	
Mobile No. & email address:	

Sr No	Name of the Item	Quantity	Unit	Rate in Figures
1	Confidential D.T.P.Work for Question Paper (Typing, DTP, Scanning, Proofreading, pdf files etc.)	6000 pages approx for May Exam	per page	

Rates will be Exclusive of GST. GST will be applicable at actual. One Page means one side of A4 sizepaper.

Following important points are agreed

1. Rates : i. Rate in Indian Rupees to be quoted

ii. F.O.R. Destination

2. GST : Exclusive

3. Conditional Rates will be treated as incomplete information.

With Signature & official seal of company

Sample of Confidential DTP Work – (Please check for sample from next page and onward)

Page 14

C2E/C2E/EE/20190103

वळ	: 3 7	तास	गुण : ४०
सर्वर	नाधार	ण सूचना :	1
1.	सर्व	प्रश्न सोडविणे अनिवार्य आहे.)
2.	प्रत्येक उप-प्रश्न पाच गुणांचा आहे.		
3.	प्रत्ये	क उप-प्रश्नांचे उत्तर 75 ते 100 शब्दांत लिहा. प्रत्येक प्रश्नाचे उत्तर स्वतंत्र पृष्ठावर लिहावे.	
4.	80	गुणांच्या प्रश्नपत्रिकेचे आपल्या शिक्षणक्रमाच्या संरचनेनुसार गुणांत रूपांतर करण्यात येईल.	
1.	खाल	नीलपैकी कोणतेही चार उप–प्रश्न सोडवा.	
	a)	आयब्रो मध्ये किती व कोणते शेप असतात?	5
	b)	वॅक्स (Wax) चे प्रकार कोणते?	5
	c)	वॅक्सींग करण्याचे फायदे काय?	5
	d)	ब्लिच करण्याचे चेहऱ्यावर कोणते फायदे व तोटे होतात स्पष्ट करा.	5
	e)	स्कीन (Skin) चे प्रकार किती व कोणते?	5
2.	खाल	नीलपैकी कोणतेही चार उप–प्रश्न सोडवा.	
	a)	ड्राय स्कीन (Dry Skin) साठी कोणते फेशियल फायद्याचे ते स्पष्ट करा.	5
	b)	फेशियल करतांना क्लिंनीग व स्टीमींग का करावे? ते स्पष्ट करा.	5
	c)	पेडिक्युअरची पद्धती स्पष्ट करा.	5
	d)	मेनिक्युअरची पद्धती थोडक्यात स्पष्ट करा.	5
	e)	हेअर स्टाईलचे प्रकार थोडक्यात स्पष्ट करा.	5
3.	खाल	नीलपैकी कोणतेही चार उप–प्रश्न सोडवा.	
	a)	मेकअपचे प्रकार व त्यासाठी लागणारे प्रोडक्टची नावे स्पष्ट करा.	5
	b)	ब्युटीशीयनने फेशियल करतांना स्वच्छतेबद्दल कोणती काळजी घ्यावी?	5
	c)	हेडमसाज करण्याची पद्धती व प्रकार स्पष्ट करा.	5
	d)	हेअर कटचे प्रकार व फायदे स्पष्ट करा.	5
	e)	रोलर सेटींगची पद्धत स्पष्ट करा.	5
	/)		

- 4. खालीलपैकी कोणतेही चार उप-प्रश्न सोडवा.
 - a) मेहंदी डाय करताना मेहंदी कोणती वापरावी व प्रकार स्पष्ट करा.
 - b) केसांची निगा व काळजी कशी राखावी? ते स्पष्ट करा.
 - c) ब्लिच करताना अमोनीझा किती प्रमाणात टाकावा? स्पष्ट करा.
 - d) मेकअप मध्ये कंन्सिलर व पॅन होमचा उपयोग काय? ते स्पष्ट करा.
 - e) कॉस्मेटीक व डीस्पोजेबल या शब्दांचा अर्थ थोडक्यात स्पष्ट करा.



KA19-769

C2E/C2E/EE/20190103 · 3

G11/EVS203/EE/20181114

समय : 3	3 घंटे	पूर्णांक : 80		
सर्वसाधा	रण सूचनाएँ :	700		
1. सभ	नी प्रश्न अनिवार्य है।	V		
2. ডা	उप-प्रश्नों के लिए अधिकतम पाँच अंक है।			
3. सभ	नी उप-प्रश्नों के जवाब 75 से 100 शब्दों में लिखिए। सभी प्रश्नों के जवाब की शुरूवात स्व	तंत्र पृष्ठोंपर कीजिए।		
4. 80) अंक के प्रश्नपत्रिकों के अंक का रूपांतर आपके शिक्षणक्रम के संरचना के अनुसार वि	क्रेया जाएगा।		
 1. निग	-नलिखित किन्हीं चार उप–प्रश्न लिखिए।			
i)	'पर्यावरण' की परिभाषा को स्पष्ट कीजिए।	5		
ii)	'उत्क्रांतीवादी दृष्टीकोण' स्पष्ट कीजिए।	5		
iii) 'पर्यावरणवादी दृष्टीकोण' पर प्रकाश डालिए।	5		
iv) तकनिकी परिवर्तन क्या है, यह स्पष्ट कीजिए।	5		
v)	जल विभाजन यह सामाजिक समस्या कैसे है? यह विशद कीजिए।	5		
2. निग	न्नलिखित किन्हीं चार उप–प्रश्न लिखिए।			
i)	पर्यावरण संवर्धन का महत्व स्पष्ट कीजिए।	5		
ii)	'जंगलों' के प्रकार स्पष्ट कीजिए।	5		
iii) गंदी बस्तीयाँ तैयार न हो उसके उपाय बताइए।	5		
iv) जल व्यवस्थापन क्या है? वह कैसे करें?	5		
v)	वैश्विक पर्यावरण की चिंता निर्माण होने के कारण लिखिए।	5		
- 0				
	निलिखित किन्हीं चार उप–प्रश्न लिखिए।			
i)	'हरितगृह' क्या है? यह स्पष्ट कीजिए।	5		
ii)		5		
iii) 'जैविक विविधता' के प्रकार स्पष्ट कीजिए।	5		
iv	कृषी के पिछडे और विकसित रूप को स्पष्ट कीजिए।	5		
(v)	'वैश्विक अनुकुलता' किसे कहते है यह लिखिए।	5		
KA18-46	G11/EVS203/EE/20181114:1	(P.T.O.)		

4. निम्नलिखित किन्हीं च	गार उप–प्रश्न लिखिए।
-------------------------	-----------------------------

4.	निम्नलिखित किन्ही चार उप	1–प्रश्न लिखिए।	
	i) पश्चिम घाटी बचाव य	गोजना पर नोट लिखें।	5
	ii) 'जल प्रदूषण' के कार	ण स्पष्ट कीजिए।	8
	iii) वन संवर्धन की आवश	यकता सोदाहरण दीजिए।	5
	iv) 'समुद्र' के बारे में लि	खिए।	<u> </u>
	v) वातावरण में बदलाव	के सामाजिक परिणाम लिखिए।	20 5
			0)
		+++++++	
			, V
			20
			b
		20	
		.0	
		9	
		2	
		40	
		9	
	(7)	7	
	207		
	200		
	2		
	.0		
	%		
KA	.18-4686	G11/EVS203/EE/20181114:2	2
7,1			
70			
•	18-4686		

وت : 3 گھنٹے جملہ نشانات:80

جمله نشأنات:80	غ غ غ غ غ غ غ غ غ غ غ غ غ غ غ غ غ غ غ	وفت
	ايات	عام ہدا
	تمام سوالات حل کرنالازمی ہے۔	(i
	ہر شمنی سوال کے لئے پانچ (5) مار کس دیئے گئے ہیں۔	(ii
	ہر خمنی سوال کا جواب75 سے 100 الفاظ میں لکھئے۔	(iii
-	ہر سوال کا جواب نئے صفحے سے شروع کریں۔جواب لکھتے وقت سوال اور شمنی سوال صاف الفاظ میں لکھئے۔	(iv
(Conversion)	80 نمبرات کی قدر پیائش کے علیمی کورس کیلئے تعلیمی ساخت کے مطابق اور ضرورت کے لحاظ سے ترمیم ((v
	ی جائے گی۔	
(مارکس)	(1) درجہ ذیل میں سے کوئی چار خمنی سوالات کے جوابات کھیئے:	سوال(
5	(الف) حیاتی تبدیلی کےمطالعہ کی ضرورت کیوں پیش آتی ہے؟	
5	(ب) غذا کی تعریف لکھ کرغذا کے مقاصد بیان تیجیے؟	
5	(ج) فطری اجزاء پر نوٹ کھیے ؟	
5	(د) ماحول کی تعریف لکھ کر ماحول کی اہمیت بیان تیجیے؟	
5	(ھ) عالمی مسائل میں بےروز گاری اہم مسّلہ ہے۔واضح سیجیے؟	
	(2) درجہ ذیل میں سے کوئی چار ضمنی سوالات کے جوابات کھیئے:	سوال(
5	ر به منبوری اجزاءاور غیر حیاتی اجزاء کے درمیان فرق واضح سیجیے؟ (الف) فطری اجزاءاور غیر حیاتی اجزاء کے درمیان فرق واضح سیجیے؟	
5	رب) آپ کےعلاقے کا ماحول سازگار بنانے کیلئے آپ کون سے اقد امات اٹھا ئیں گے؟	
5	ر ب ، مپ ساتوں میں واقع مختلف مسائل کا جائز ہ کیجیے؟ (ج) دیہی علاقوں میں واقع مختلف مسائل کا جائز ہ کیجیے؟	
5	(ب) دین علانوں یں واس سلف مسان 6 جا ترہ جیجے؛ (د) ملک کی ترقی کا درومدارز راعت پر منحصر ہے۔اس جملے کی وضاحت کیجیے؟	
5	(د) ملک فاتر می کا در ومدار زراعت پر حضر ہے۔ اس بہنچی وصاحت ہیے ؟ (یہ) آلودگی کی قشمین نتا کہ صوتی آلودگی رنوں ٹر لکھیہ ؟	
1	المدها المالي المستعمل المدها المستعمل	

سوال (3) درجہ ذیل میں سے کوئی چار شمنی سوالات کے جوابات کھیئے:

5	(الف) گردوپیش کانظریه بیان تیجیے؟
5	(ب) آلودگی پرقابو پانے کیلئے آپ کون ہی تداہیرا پنائیں گے؟
5	(ج کا ہمیت بیان کیجیے؟
5	(د) چیپکوتحریک کے مقاصد بیان تیجیے؟
5	(ھ) دریائے نیل کی اہمیت اورافا دیت واضح کیجیے؟
	سوال(4) درجہ ذیل میں سے کوئی جار شمنی سوالات کے جوابات کھیئے:
5	(الف) سنزانقلاب كي اہميت بيان شيجي؟
5	(ب) جنگلات کےاقسام بیان شیجیے؟
5	(ج) سندھ ندی کے آئی تقلیم کے مسائل بیان سیجیے؟
5	(د) دیہاتوں کی ترقی کیلئے حکومت نے کون سے اقدامات اٹھانا ضروری ہے؟
5	(ھ) ماحول کے اجزاء میں کن اجزاء کا شار ہوتا ہے انہیں تفصیل سے کھیے ؟

P90/BAV511/EE/20190103

Instructions: 1. All Questions are Compulsory. 2. Each Sub-question carry 5 marks. 3. Each Sub-question should be answered between 75 to 100 words. Write every questions answer on separate page. 4. Question paper of 80 Marks, it will be converted in to your programme structure marks. Solve any **four** sub-questions. 1. 5 Explain Business Research in Global activity. a) What are the stages of research process? 5 b) Differentiate between survey and experiment. 5 c) 5 Explain the sources of problems in research. d) Differentiate between exploratory and conclusive research. 5 e) Solve any four sub-questions. 2. Explain the relation between exploratory, descriptive and casual research. 5 a) What is budgeting and scheduling the project? 5 b) c) What is data collection? Explain sources of data collection. 5 d) What are the issues involved in designing multiple choice questions? 5 5 What are the reasons that respondents are unable to answer specific question?

Time: 3 Hours

Marks: 80

3.	Solve any four sub-questions.	
	a) What	ia aammanativa nat

a)	What is comparative rating scale?

- b) What are the barriers to accurate attitude measurement?
- c) What are the various methods of data collections?
- d) Explain the various steps involved in planning of survey. 5
- e) What are the guidelines for preparing a survey report?

4. Solve any **four** sub-questions.

- a) What point should be taken into consideration by a researcher in developing a sample design for his research project.
- b) Explain the procedures of selecting a simple random sample. 5
- c) Describe briefly the various elements included in a research report. 5
- d) Why are quotations used in research report? 5
- e) What precautions should a researcher take while interpreting his findings? 5
