



प्रभास्मि शशिः सूर्ययो

JAIPUR VIDYUT VITRAN NIGAM LIMITED

(Department of Personnel)

CIN: U40109RJ2000SGC016486

Room No. 207, Vidyut Bhawan, Janpath, Jaipur, Ph. No. - 0141-2747036

Website : www.energy.rajasthan.gov.in/jvvn; Email : cpo@jvvn.org

No.: JPD/Karmik/Tech. Estt./F. /D. 2092

Jaipur, dated: 03-11-2021

Invitation for Expression of Interest from Recruitment Agencies

For recruitment on the post of Technical Helper-III in Power Sector Companies of Rajasthan (Govt. of Rajasthan Undertakings) Expression of Interest is invited from the reputed, renowned and experienced Recruitment Agencies capable for conducting recruitment through on-line competitive examination involving 50,000 or more candidates.

For more details please visit <https://energy.rajasthan.gov.in/jvvn>.

Interested agencies may submit their Expression of Interest along with supporting documents upto 15.11.2021 in the O/o Chief Personnel Officer, Jaipur Vidyut Vitran Nigam Ltd., Vidyut Bhawan, Jan Path, Jaipur- 302005 by post or in person or on e-mail cpo@jvvn.org. The Expression of Interest received after 15th November shall not be taken into consideration.


(Rakesh Sharma)
Chief Personnel Officer



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Website : www.energy.rajasthan.gov.in/jvvn1

Email : cpo@jvvn1.org

Requisite Qualification/Eligibility Criteria for the Recruitment Agencies

The Recruitment Agency must have the following qualification/ eligibility criteria:-

1. Should be a duly registered Public/Private Limited Company/ Government Agency/ PSU/Partnership Co.
2. Should have ISO 27001 or other relevant certification in managing the examination process.
3. Should have its infrastructure in Rajasthan State or must be capable to develop effective infrastructure in Rajasthan for conducting recruitment process.
4. Should have experience of at least five years of conducting end-to-end recruitment process at large scale for power sector/Public Sector undertaking/ State Government/Corporations etc. to cover various activities like inviting online application, processing of applications, uploading of admit Card/Call letter, Question Paper setting and computer based administration and result processing etc.
5. Should be capable for conducting recruitment through on-line competitive examination involving 50,000 or more candidates. In support, the agency shall attach MOU(s) executed in respect of such recruitments.
6. Should have satisfactorily completed at least five recruitments during the preceding five years involving 50,000 or more candidates/ applications.
7. Should have a minimum annual turnover of **Rs. 5 Crore (Rupees Five Crore)** for the preceding 3 financial years ending with 31st Mar., 2021.
8. Should have highest secrecy standards in preparation of Question paper and assessment of Answers of candidates. In support, the agency should give details of steps and measures, which are taken to maintain the secrecy at all stage up to the desired standard.
9. Should not have been black listed by any firm/ organisation/company/institution or any Govt. Organisation and no legal case should be pending in the court of law against the agency. An undertaking in this regard shall be submitted by the agency.

(Rakesh Sharma)

Chief Personnel Officer

Commercial Detail of the Recruitment Agency

1. Full Name of Agency : _____
2. Whether Public/Private/Govt. Agency/PSU : _____
3. Registration Number : _____
4. Full Address of Head Quarter & Details of Branches in Rajasthan : _____
5. Contact Details : Tel: _____
: Mobile: _____
: E-mail: _____
: Fax: _____
: Web Address: _____
6. GST Registration : _____
PAN : _____
CIN Number : _____
7. Annual Turn Over of preceding 3 financial years :2018-19 _____
:2019-20 _____
:2020-21 _____
8. In case of partnership firm Name & Details of Partners (Also indicate period of Partnership with firm) : _____
9. Details of Recruitment Conducted for Power Utility/Other Reputed Concern(Govt. Company/State/Central/PSU including Banks) during last five years : _____
: _____
: _____

Sr. No.	Organization for which recruitment made	Name of Post	No. of Vacancies	Year	No. of Candidates applied	Mode of Examination (Online/Offline)	Time taken in completing the recruitment process (Date of advertisement to date of declaration of result of Examination)	Any discrepancy observed and steps taken to resolve

Authorized Signatory
Name & Title of Signatory with Seal

Tentative Schedule of various activities

Sr. No.	Name of Activity	Stipulated Time
1.	Preparing & providing demo URL for receipt of Application Form	Before 5 days of publication of advertisement
2.	Providing Live URL for receipt of application	Within 3 days of approval of demo URL & one day before date fixed for receiving of application
3.	Receiving applications at the URL provided	21 days
4.	Designing call letter and Information Handout in Hindi & English for the on-line test and Providing URL for uploading on Nigam's website.	Before 10 days of date of on-line exam.
5.	Sending SMS & e-mail to candidates for downloading of call letters for on-line exam.	On the date of starting concerned Live URL
6.	Conducting on-line exams	On the date & time given in advertisement. A suitable date preferably within 3 weeks after last date of receipt of application will be fixed.
7.	Providing question paper & key of on-line exam	Same day after completion of exam
8.	Preparing & providing result of all candidates along with Merit lists as per selection criterion	21 days
9.	Designing & Providing call letter & URL for Documents Verification	Within 5 days of receipt of request from Nigam
10.	Sending SMS & e-mail to candidates for downloading of call letters for documents verification.	On the date of starting concerned Live URL


(Rakesh Sharma)
Chief Personnel Officer

SCOPE OF WORK

The Recruiting Agency will carry out the recruitment process for the post of Technical Helper-III on behalf of the Power Sector Companies of Rajasthan.

The agency will broadly carry out the following works:-

1. Providing URL and Receiving applications at the URL provided to respective company's website and processing the applications irrespective of eligibility (without scrutiny of applications).
2. Selection of venues/centers for on-line competitive examination at various cities of Rajasthan preferably AJMER, BIKANER, JAIPUR, JODHPUR, KOTA and UDAIPUR or as per actual requirement.
3. Generating Roll Nos. for all the applicants whose applications received and allotment of examination venue to the candidates at pre-determined test centers.
4. Co-ordination and conduct of on-line competitive examination.
5. Agency will appoint test Administration Personnel for conducting the examination on the venues. There shall be company's one representative at each venue to oversee the examination and to act as a "dual custodian" i.e. Opening and repacking and sealing of examination test material shall be done by Centre Test Administrator in the presence of company's representative who shall certify to this effect.
6. Developing Ability and Aptitude Test Batteries as per the structure of examination i.e objective type.
7. Designing call letters and Information Handout in Hindi & English for the test as per approval and Providing URL for downloading of call letters & Information Hand Out for on-line competitive examination to all applicants (irrespective of their eligibility status) who have registered on-line. The candidates can download the call letter and information handout about 10 days in advance prior to the date of examination.
8. Assessment of candidates' responses and processing and preparation of result.
9. Providing category-wise (Social-Category) list of meritorious candidates in hard and soft copy with marks of on-line competitive examination as per selection criteria for each category to the extent as prescribed under selection criteria in consultation with respective company. Soft copy of application forms of all the meritorious candidates will also be provided.
10. Agency will provide sealed soft copy of all the candidates registered and appeared for examination with marks obtained, question paper, answer key and soft copy of candidate's responses in presentable manner.
11. Providing original call letters of examination of candidates, collected from the candidates at examination centers during the on-line examination, along with the results.

12. Providing certified copy of candidates responses from whom request received either under RTI Act or otherwise.
13. Providing a CD containing list of all the candidates called for on-line examination in alphabetic order of their name with application No., Roll No., Session timings, Venue address etc, for record.
14. Providing URL for downloading of call letters by the candidates to be called for documents verification.
15. Sending SMS & Email to candidates for downloading of call letters for on-line examination/documents verification.

The above scope of work is only indicative in nature. The exact job may differ depending upon the job profile of individual post being put to selection process.


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Organisational Detail

The following five Power Sector Companies (Govt. of Rajasthan Undertakings) are catering the need of Electricity in the entire state of Rajasthan:-

1. Raj. Rajya Vidyut Utpadan Nigam Limited. (RVUNL)
2. Raj. Rajya Vidyut Prasaran Nigam Limited (RVPNL)
3. Jaipur Vidyut Vitran Nigam Limited. (JVVNL)
4. Ajmer Vidyut Vitran Nigam Limited. (AVVNL)
5. Jodhpur Vidyut Vitran Nigam Limited. (JdVVNL)

Presently, recruitment for Power Sector Companies is to be conducted by JVVNL for the post of Technical Helper-III. The approximate vacancies are 1512.

Previous major Recruitment Details

S. No.	Name of Post	Branch/Trade	No. of vacancies	Candidates applied	Recruitment Year	
1.	Assistant Engineer	Electrical	16	11,439	2021-22	
		Mechanical	06	3,634		
2.	Junior Engineer	Mechanical	248	17,119		
3.		Civil	43	10,475		
4.		Electrical	534	35,266		
5.	Personnel Officer		6	820		
6.	Accounts Officer		11	3,719		
7.	Informatics Assistant		46	772		
8.	Jr. Accountant		812	54,812		2018-19
9.	Commercial/Jr. Asstt. (CA-II)		2110	1,20,582		
10.	Technical Helper	Electrician/Wireman /SBA/Lineman/ Power Electrician, etc.	2433	2,30,000		
11.	Helper-II		2506	3,75,000		


(Rakesh Sharma)
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