Expression of Interest (EOI)

Appointment of Agency to Conduct IASP e-Voting Election

The Indian Association for the Study of Population (IASP) invites Expressions of Interest (EOI) from experienced and reputed agencies for conducting the IASP Election through a secure Electronic Voting (e-Voting) system such as Survey Monkey, Kobo Toolbox, ODK, etc

About IASP

The Indian Association for the Study of Population (IASP) is a professional body of population scientists, demographers, economists, statisticians, health professionals, development researchers and practitioners, social scientists, and other related experts. Established in 1971, the association currently have about 1038 life members. These life members constitute the electoral roll and will vote to choose President. Executive committee members (10) and Board of Trustee members (2).

Eligibility Criteria

Interested agencies should fulfil the following requirements:

1. The agency should be legally registered in India and have an experience in providing e-Voting solutions or similar assignments
2. The agency should have the necessary technical infrastructure, skilled manpower, and secure servers to conduct end-to-end e-Voting.
3. The e-Voting platform should ensure:
    - One member–one vote.
    - Secure login and voter authentication.
    - End-to-end encryption.
    - Secret ballot.
    - Prevention of duplicate or unauthorized voting.
    - Automatic vote counting.
4. The agency shall maintain absolute confidentiality of all voter information, candidate details, election records, and results.
5. The agency shall not use the IASP membership database or contact details for any purpose other than conducting the election.
6. The agency shall not contact any IASP member except for election-related communications specifically authorized by IASP.
7. The agency shall remain completely neutral and shall not directly or indirectly influence any candidate or voter.
8. The agency shall provide technical support throughout the nomination, voting, and result declaration process.
9. The agency shall ensure uninterrupted availability of the e-Voting platform during the voting period.
10. The agency shall submit a detailed implementation plan, security features, and election timeline before commencement of the election.

11. After completion of the election, the agency shall submit:
    - Vote counting report.
    - Final election result.
    - Certificate confirming the integrity and confidentiality of the election process.
12. All election data, reports, audit logs, and related records shall remain the exclusive property of IASP and shall be handed over to IASP upon completion of the assignment.
13. The agency shall comply with all instructions issued by the IASP Election Committee and applicable laws relating to electronic voting, information technology, and data protection.

Documents to be Submitted

Interested agencies shall submit:

- Company Profile.
- Certificate of Incorporation/Registration.
- GST Registration and PAN.
- Experience details with documentary evidence.
- Technical proposal describing the e-Voting platform and security features.
- Financial proposal.
- Declaration of confidentiality and conflict of interest.
- Contact details of the authorized representative.

Selection Criteria

The agency will be selected based on:

- Relevant experience in conducting e-Voting or similar assignments
- Technical capability and security features.
- Financial competitiveness.
- Compliance with the terms and conditions prescribed by IASP.

The decision of IASP regarding the selection of the agency shall be final and binding.

Technical and Financial Evaluation Criteria

Appointment of Agency for Conduct of IASP e-Voting Election

A. Technical Bid (70 Marks)

Sl. No.	Evaluation Criteria	Maximum Marks
1	Experience of the agency in conducting e-Voting/e-Elections	30
2	Technical architecture and security features	20
3	Project implementation plan, election workflow, timeline, and technical support	20
Total Technical Marks		**70**

Minimum Qualifying Marks

Only agencies securing **60%** in the Technical Evaluation shall qualify for opening of the Financial Bid.

B. Financial Bid (30 Marks)

The Financial Bid shall be opened only for technically qualified agencies.

The lowest financial bid (L1) shall be awarded **30 marks**.

Financial marks of other bidders shall be calculated using the following formula:

Financial Score = (Lowest Bid / Bid under Evaluation) × 30

C. Final Evaluation

Component	Weightage
Technical Score	70 Marks
Financial Score	30 Marks
Total Score	**100 Marks**

The agency obtaining the **highest combined score (Technical + Financial)** out of **100 marks** shall be recommended for award of the contract.

Financial Bid

The Financial Bid shall include all costs associated with the conduct of the election., including but not limited to:

- Platform development/configuration.
- Voter authentication.
- Email communication.
- Vote counting.
- Result declaration.

No additional payment shall be made beyond the quoted price except statutory taxes, if applicable.

Payment Terms

1. **30%** on signing of the agreement and submission of the implementation plan.
2. **70%** after successful completion of e-Voting, submission of final results, audit logs, and acceptance by IASP.

Duration of the Assignment

Duration of the assignment will be from 1st August to 21st August 2026

Disqualification Criteria

The bid shall be rejected if:

- The agency submits incomplete documents.
- The agency has been blacklisted by any Government organization or public institution.
- The agency does not meet the minimum technical qualification criteria.
- The financial bid is conditional or incomplete.

Submission of Proposal

- Interested agencies shall submit their **Technical Bid** and **Financial Bid** and all supporting documents in a sealed envelope or by email to the following address:

- **Indian Association for the Study of Population (IASP)**
  Prof. Suresh Sharma, (President IASP)
  Population Research Centre
  Institute of Economic Growth
  Delhi University Enclave
  Delhi – 110007
  E-mail: iasp.india@gmail.com

- Financial proposal shall be separate and should be password protected in case the proposal is submitted through email. The password should be intimated on the day of opening of the financial proposal by email to IASP.
- The complete proposal must reach the IASP Secretariat **on or before 25 July 2026 by 5:00 PM (IST).**
- Any proposal received after the stipulated date and time shall be treated as **late** and **will not be considered** under any circumstances. IASP shall not be responsible for any delay in transit, postal/courier delivery, or electronic transmission.
- The **Technical Bid** and **Financial Bid** shall be submitted in separate sealed envelopes, clearly superscribed as **"Technical Bid for Appointment of Agency for Conduct of IASP e-Voting Election"** and **"Financial Bid for Appointment of Agency for Conduct of IASP e-Voting Election"**, respectively. Both envelopes shall be placed in a single outer sealed envelope superscribed **"EOI/RFP for Appointment of Agency for Conduct of IASP e-Voting Election."**

Clarifications / Queries

- Any request for clarification regarding this EOI/RFP or the scope of work shall be submitted in writing by e-mail to **iasp.india@gmail.com**.
- The last date for submission of queries is **21 July 2026 up to 5:00 PM (IST)**. Queries received after the stipulated date and time shall not be entertained.
- Responses to all eligible queries, if considered necessary by IASP, shall be communicated to all prospective bidders and/or published through IASP website www.iasp.ac.in. No verbal clarification shall be binding on IASP.

IASP Election Facilitation Committee