

Sub: Bar Code printing and designing of Admission Form for the year 2012 on OMR and Instruction Sheet

We are pleased to invite quotation for the above subject. If you are interested, you may please submit your quotation to the Admissions Office latest by August 5, 2011, 5:00 pm for the same in a sealed envelope, mentioning "Quotation for Printing of OMR Application Form – year 2012" and it should reach to us before the due date.

A sample sheet, detailed description of the items, terms & conditions are given below:

The details & other terms and conditions are as under:

S.No	Description of the items	Rates for 7000 Forms
1.	Designing, Printing and supply of OMR Application Form 100 GSM paper, bar coded, legal size double side printing. (2 pages)	
2.	Printing of Instruction sheet one A-4 sheets printed front and back on 60 gsm paper. (2 pages)	
3.	Printing of envelope size 8.75"x 12".	

In addition to the above the following services will also be required.

1. Insertion of Application and instruction sheets in envelopes.
2. Numbering on envelopes.
3. Scanning of forms (online and OMR) and generation of Reports.

You are requested to send 2-3 designs of the OMR Application forms along with the quotation.

General conditions

1. Agency will be responsible for all related jobs like designing, proof reading, printing, supply and Scanning of OMR Applications forms etc. and matter/text and other information will be provided to the us in a CD.
2. The agency will be responsible for the safe delivery of the OMR Applications forms from its press to FORE School of Management.
3. You will show dummy with actual pictures before go for final printing.

4. Samples of all papers and envelopes size and quality as mentioned above duly signed by you will be kept with FORE before start of the work for certification of work on completion before payment is released.
5. The size of the OMR applications form and envelope should fit into the Admissions brochure envelopes which are of International A-4 size (8.25" x 11.75").
6. **Term of payment:** Payments after satisfactory completion of work and delivery of all material at FORE as specified herein. Payment shall be released at the end of each sub activity. No advance payment or interim payment will be made.
7. **Time Schedule:** The job of designing, printing and supply of OMR Application Forms should be completed within Ten days and Web page development will be completed within ten days from the date of proof approval.
8. **Taxes and delivery:** Prices are inclusive of local, service and other taxes unless specified herein. Packaging, transportation, insurance and delivery at FORE is responsibility of the vendor and no extra charges are payable by FSM for the same. For all communication and interaction your representative shall visit FORE.
9. For web hosting and data transfer server of FORE School of Management will be used.
10. Packing: Forms will be supplied in lots of 100 forms in each packet and 500 in one big box.
11. Please note that quotations send through E-mail will not be accepted.

Please send your quotation at the following address.

The Executive Chairman (Admissions)
FORE School of Management
B – 18, Qutab Institutional Area
New Delhi – 110 016
Tel: 41242469 / 41242415



FORE SCHOOL OF MANAGEMENT, NEW DELHI

ADMISSIONS: 2011-13

TWO YEAR FULL TIME PGDM PROGRAMME

INSTRUCTIONS FOR FILLING THE OMR APPLICATION FORM

(USE H.B. PENCIL FOR DARKENING THE OMR CIRCLES)

1. The candidates are required to fill up the OMR (Computerised) Application Form. This OMR application form may be placed in the envelope supplied for the purpose. THE OMR APPLICATION FORM SHOULD NOT BE TAGGED/PINNED/STAPLED WITH OTHER FORM/ DOCUMENTS.
2. Do not make stray marks on OMR APPLICATION FORM. Any additional marks on the form may result in rejection.
3. Do not tear, staple, pin, wrinkle or scribble any thing on the OMR APPLICATION FORM.
4. Options once filled by the candidate in the form can not be changed at a later date.
5. Do not write anything in the columns if it is not applicable to you.
6. Incomplete/improperly filled in applications will be rejected without further consideration.
7. Candidate should write in BLOCK LETTERS the relevant information in the boxes provided at the top with ballpoint pen and darken the corresponding circles completely using H.B. PENCIL only.
8. Photograph signature and address etc will be scanned by a machine, which reads only dark black images only from the specified areas of the form. Therefore please ensure that you give mailing address and sign in the block number 11 & 12 with black ballpoint pen and only inside the boxes. Paste a recent colour photograph inside the box in block number 10 trimmed to the size of 3.5 cm. X 4.5 cm. box in block number 10.

COLUMN-WISE INSTRUCTIONS FOR FILLING THE OMR APPLICATION FORM (FOR CODES SEE PAGE NO. 2)

- No.1. Name of the Candidate:** Darken the corresponding circles as given in the records of the Secondary Education Board / University. Start with the First Name then leave one blank box each between the first name, Middle name (abbreviate if necessary) and last name in full e.g. an applicant Sachidanand M V Ageya.
- No.2. CAT Details (CAT Registration No.):** Darken the corresponding circle the CAT Registration No.
- No.3. Course Code:** Darken the corresponding circle.
- No.4. Gender:** Darken the corresponding circle.
- No.5. Category:** Darken the corresponding circle.
- No.6. Date of Birth:** Darken the corresponding circles in your date of birth as recorded in Secondary School Leaving Certificate or equivalent examination.
- No.7. Choice of Interview Centre:** Darken the corresponding circle.
- No.8. Nationality:** Darken the corresponding circle.
- No.9. Hostel Accommodation Required:** Darken the corresponding circle.
- No.10. Photograph:** Affix firmly a recent passport size colour photograph in the space provided. The photo should be pasted. Do not pin or staple on the photograph. Do not attest the photograph. **DRY THE PHOTOGRAPH BEFORE PUTTING APPLICATION IN THE ENVELOPE.**
- No.11. Name and address:** Write your name in the first line, and complete mailing address in capital letter. PIN code, E-mail id and the contact telephone number with STD code or mobile no. should be written clearly & legibly, and within the space provided because the facsimile of the name and address written by you in this column will be used to mail your call letter, if shortlisted.
- No.12. Signature:** Put your full signature in the space provided with BLACK PEN ONLY. The signature should be clear and strictly within the box provided. Unsigned applications will be rejected.
- No.13. Class X Information**
- a. Code for Xth Board: Candidate's darken the appropriate circle Code for X Board. (For codes see Page no.2)
 - b. Year of Passing Class X: Darken the appropriate circle.
 - c. Percentage of Marks Obtained in Class X: Darken the corresponding circles.
 - d. Medium of Instruction: Darken the corresponding circle.
- No.14. Class XII Information**
- a. Code for XIIth Board: Candidate's darken the appropriate circle Code for XII Board. (For codes see Page no.2)
 - b. Year of Passing Class XII: Darken the appropriate circle.
 - c. Percentage of Marks Obtained in Class XII: Darken the corresponding circles.
 - d. Stream in Class XII: Darken the corresponding circle.
 - e. Medium of Instruction: Darken the corresponding circle.
- No.15. Graduation:**
- a. Academic Stream: Darken the corresponding circle.
 - b. Academic Type: Darken the corresponding circle.
 - c. Actual/ Expected Year of completion: Darken the appropriate circle.
 - d. Overall Percentage: Darken the corresponding circles. If the result of qualifying exam is awaited, provide average of results declared.
 - e. Duration in Years: Darken the corresponding circle.
 - f. Mode of Study: Darken the corresponding circle.
 - g. University Codes: Darken the corresponding circle.
 - h. Medium of Instruction: Darken the corresponding circle.
- No.16. Post Graduation:**
- a. Academic Stream: Darken the corresponding circle.
 - b. Actual/ Expected Year of completion: Darken the appropriate circle.
 - c. Overall Percentage: Darken the corresponding circles. If the result of qualifying exam is awaited, provide average of results declared.
 - d. Mode of Study: Darken the corresponding circle.
 - e. University Codes: Darken the corresponding circle.
 - f. Medium of Instruction: Darken the corresponding circle.
- No.17. Source of the Form:** Darken the corresponding circle.
- No.18. Details of Forms Purchased (Date of Purchase and Amount Paid):** Darken the appropriate circle. In case of buying the application form from FORE campus or Axis bank pay Rs. 1600/- . If you fill up the form online and opt to pay through Demand Draft, The DD should be of Rs. 1650/- and in favour of FORE School of Management, payable at New Delhi.
- No.19. Work Experience(in Months) as on 30-11-2010:** Darken the appropriate circle.
- No.20. Please sign the declaration with BLACK PEN only. Unsigned applications will be rejected.**

COURSE CODE			
COURSE	CODE	COURSE	CODE
PGDM	1	BOTH	3
PGDM (IB)	2		

ABBREVIATION OF ACADEMIC STREAMS IN GRADUATION DEGREE	
ABBREVIATIONS	STREAM
BBA	Bachelor of Business Administration
BBM	Bachelor of Business Management
BIT	Bachelor of Information Technology
BHM	Bachelor of Hotel Management
BJMC	Bachelor of Journalism & Mass Communication
BAMS	Bachelor of Ayurvedic Medicine and Surgery

CODE LIST FOR STATE / CENTRAL SCHOOL BOARD FOR 10 TH CLASS & 12 TH CLASS			
BOARD	CODE	BOARD	CODE
ANDHRA PRADESH	01	MEGHALAYA	19
ARUNACHAL PRADESH	02	NAGALAND	20
ASSAM	03	ORISSA	21
BIHAR	04	PONDICHERRY	22
CHANDIGARH	05	PUNJAB	23
CHATTISGARH	06	RAJASTHAN	24
DELHI	07	SIKKIM	25
GOA	08	TAMIL NADU	26
GUJARAT	09	TRIPURA	27
HARYANA	10	UTTAR PRADESH	28
HIMACHAL PRADESH	11	UTTRANCHAL	29
JAMMU & KASHMIR	12	WEST BENGAL	30
JHARKHAND	13	CENTRAL BOARD OF SECONDARY EDUCATION, CBSE	31
KARNATAKA	14	INDIAN COUNCIL OF SECONDARY EDUCATION, ICSE	32
KERALA	15	ANY OTHER	33
MADHYA PRADESH	16		
MAHARASHTRA	17		
MANIPUR	18		

FORE SCHOOL OF MANAGEMENT, NEW DELHI
ADMISSIONS: 2011-13
TWO YEAR FULL TIME PGDM PROGRAMME

INSTRUCTIONS

- Do not use Pencil for this form.
- Darken the corresponding circle (○) below it with HB pencil only. Do not use INK.
- Do not make any stray marks on this sheet.
- Do not staple, pin, wrinkle, scribble, tear or wet this sheet.
- Please read the Information Bulletin carefully before filling in this application form.

METHOD OF MARKING

CORRECT METHOD: ○ WRONG METHOD: ✗

1. Name of the Candidate
RAM SINGH

2. CAT Details
CAT Registration No. 802125746

3. Course Code
PGDM-IB Both

4. Gender
Male

5. Category
Self-Sponsored

6. Date of Birth
14 APRIL 1980

7. Choice of Interview Centre
FORE School reserves the right to change the centre for the candidate at its discretion.

8. Nationality
Channel

9. Photograph

10. Write complete mailing address and contact information with BLACK Ball Point Pen only in BLOCK letters

RAM SINGH
S/O SHRI SOHAN PAL SINGH
B-16, DDA FLAT SWAMI BUILDING, NEW DELHI
PINCODE: 110026
E-MAIL: ram123@gmail.com
PHONE/MOBILE NO.: 9992929292

11. Full Signature of the Candidate
(WITH BLACK BALL POINT PEN ONLY)

13. Class X Information

Code for Board	Year of Passing Class X	Percentage of Marks Obtained in Class X	Medium of Instruction
26	1997	92.6	English

14. Class XII Information

Code for Board	Year of Passing Class XII	Percentage of Marks Obtained in Class XII	Medium of Instruction
25	1999	85.6	English

15. Graduation

Acad.	Acad.	Year of Completion	Overall %	Medium of Instruction
Arts	Arts	2004	81.7	English

16. Post Graduation

Acad.	Acad.	Year of Completion	Overall %	Medium of Instruction
Arts	Arts	2004	81.7	English

17. Source of the Form

FORE

18. Details of Forms Purchased

Date: 30
Month: 06
Year: 2010

19. Work Experience (in months) as on 30/11/2010

0 2 3

20. Declaration:
I declare that the particulars given are correct to the best of my knowledge and belief. If at any stage it is found that any of the information is incorrect, I will withdraw from the programme and will not claim any refund.

Date: 05-09-2010

Signature of Parent/Guardian

Signature of Candidate

Incomplete applications will be rejected

INSTRUCTIONS

1. Do not use Photocopy of this form.
2. Darken the corresponding circle (O) below it with HB pencil only. Do not use INK.
3. Do not make any stray marks on this sheet.
4. Do not staple, pin, wrinkle, scribble, tear or wet this sheet.
5. Please read the Information Bulletin carefully before filling in this application form.

METHOD OF MARKING

CORRECT METHOD

WRONG METHODS



1. Name of the Candidate

[illegible]

2. CAT Details

CAT Registration No.

A	A	1	1	1	1	1	1	1	1
B	B	2	2	2	2	2	2	2	2
C	C	3	3	3	3	3	3	3	3
D	D	4	4	4	4	4	4	4	4
E	E	5	5	5	5	5	5	5	5
F	F	6	6	6	6	6	6	6	6
G	G	7	7	7	7	7	7	7	7
H	H	8	8	8	8	8	8	8	8
I	I	9	9	9	9	9	9	9	9
J	J	0	0	0	0	0	0	0	0
K	K								
L	L								
M	M								
N	N								
O	O								
P	P								
Q	Q								
R	R								
S	S								
T	T								
U	U								
V	V								
W	W								
X	X								
Y	Y								
Z	Z								

3. Course Code

PGDM	①
PGDM-IB	②
Both	③

4. Gender

Male (1)

Female (2)

5. Category

Self-Sponsored (1)

Company-Sponsored (2)

6. Date of Birth

			19		
1	1	JAN	19	1	1
2	2	FEB		2	2
3	3	MAR		3	3
0	4	APR		4	4
5		MAY		5	5
6		JUN		6	6
7		JUL		7	7
8		AUG		8	8
9		SEP		9	9
0		OCT		0	0
		NOV			
		DEC			

7. Choice of Interview Centre

FORE School reserves the right to change the centre for the candidates at its discretion

Bangalore	①
Chennai	②
Guwahati	③
Kolkata	④
Mumbai	⑤
New Delhi	⑥

8. Nationality

Indian (1)

Others (2)

9. Hostel Accommodation Required

YES (1)

NO (2)

10. Photograph

Paste a
3.5 cm x 4.5 cm size
Colour Photograph
only

Photograph must not be
larger than this box

Not to be attested

11. Write complete mailing address and contact information with BLACK Ball Point Pen only in BLOCK letters

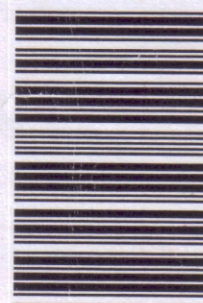
PINCODE: _____

E-MAIL: _____

PHONE/MOBILE NO.: _____

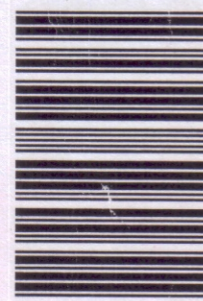
12. Full Signature of the Candidate
(WITH BLACK BALL POINT PEN ONLY)

Application Form Number



12348

Application Form Number



12348

D0155

13. Class X information

a. Code for X Board	b. Year of Passing Class X	c. Percentage of Marks Obtained in Class X	d. Medium of Instruction
<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
1 1	1 9 1 1	1 1 1	English ①
2 2	2 0 2 2	2 2 2	
3 3	3 3	3 3 3	
4 4	4 4	4 4 4	
5 5	5 5	5 5 5	Others ②
6 6	6 6	6 6 6	
7 7	7 7	7 7 7	
8 8	8 8	8 8 8	
9 9	9 9	9 9 9	
0 0	0 0	0 0 0	

17. Source of the Form

FORE ①

Axis Bank ②

Online ③

Others ④

14. Class XII information

a. Code for XII Board	b. Year of Passing Class XII	c. Percentage of Marks Obtained in Class XII	d. Stream in Class XII	e. Medium of Instruction
<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
1 1	1 9 1 1	1 1 1	SCIENCE ①	English ①
2 2	2 0 2 2	2 2 2		
3 3	3 3	3 3 3	COMMERCE ②	
4 4	4 4	4 4 4		
5 5	5 5	5 5 5	HUMANITIES ③	Others ②
6 6	6 6	6 6 6		
7 7	7 7	7 7 7		
8 8	8 8	8 8 8		
9 9	9 9	9 9 9		
0 0	0 0	0 0 0		

18. Details of Forms Purchased

Date of Purchase

Date

Month

Year

Amount Paid

Rs.

15. Graduation

a. Academic Stream	b. Academic Type	c. Actual / Expected Year of Completion	d. Overall %	e. Duration in Years	g. University Codes
Arts ①	Pass ①	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	One ①	Central University ①
Commerce ②	Honours ②			Two ②	State University ②
Science ③	For Honours Candidate only			Three ③	IIT ③
Agriculture ④	Physics ①	19 1 1	1 1 1	Four ④	NIT ④
Engg./Tech./Arch. ⑤	Chemistry ②	20 2 2	2 2 2	Five ⑤	Private University ⑤
Medicine ⑥	Mathematics ③	3 3 3	3 3 3		Deemed University ⑥
Management ⑦	Electronics ④	4 4 4	4 4 4		Foreign University ⑦
Behavioral Science ⑧	Biotechnology ⑤	5 5 5	5 5 5		Others ⑧
Pharmacy ⑨	Life Science ⑥	6 6 6	6 6 6		
BCA ⑩	Computer Sc./IT ⑦	7 7 7	7 7 7		
BHM ⑪	Statistics ⑧	8 8 8	8 8 8		
BIT ⑫	Economics ⑨	9 9 9	9 9 9		
LLB ⑬	Psychology ⑩	0 0 0	0 0 0		
BJMC ⑭	Public Administration ⑪				
BAMS ⑮	Microbiology ⑫				
Others ⑯	Others ⑬				

f. Mode of Study

Full Time ①

Part Time ②

Correspondence ③

Evening ④

Others ⑤

h. Medium of Instruction

English ①

Others ②

16. Post Graduation

a. Academic Stream	b. Actual / Expected Year of Completion	c. Overall %	d. Mode of Study	e. University Codes
Arts ①	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		Central University ①
Commerce ②				State University ②
Science ③	19 1 1	1 1 1	Full Time ①	IIT ③
Agriculture ④	20 2 2	2 2 2	Part Time ②	NIT ④
Engg. / Tech./Arch. ⑤	3 3 3	3 3 3	Correspondence ③	Private University ⑤
Medicine ⑥	4 4 4	4 4 4	Evening ④	Deemed University ⑥
Management ⑦	5 5 5	5 5 5	Others ⑤	Foreign University ⑦
Behavioral Science ⑧	6 6 6	6 6 6		Others ⑧
Pharmacy, ⑨	7 7 7	7 7 7		
CA / ICWA ⑩	8 8 8	8 8 8		
MCA ⑪	9 9 9	9 9 9		
Others ⑫	0 0 0	0 0 0		

19. Work Experience (in months) as on 30/11/2010

1 1 1

2 2 2

3 3 3

4 4 4

5 5 5

6 6 6

7 7 7

8 8 8

9 9 9

0 0 0

20. Declaration :

I declare that the particulars given are correct to the best of my knowledge and belief. If at any stage it is found that any of the information is incorrect, I will withdraw from the programme and will not claim any refund.

Date: _____

Place: _____

Signature of Parent/Guardian

Signature of Candidate

Incomplete applications will be rejected