

**Expression of Interest (EoI)**  
**“For Engagement of Agency for Conducting Recruitment Examination for  
various Non-Teaching Posts”**  
of  
**National Institute of Technology Hamirpur**  
**Hamirpur (HP) -177005**

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## **1. Introduction**

National Institute of Technology Hamirpur (NIT Hamirpur), an Institute of National Importance under the Ministry of Education, Government of India, invites **Expression of Interest (EoI)** from reputed, experienced, and eligible GOI Departments /Undertaking/PSU/Autonomous organizations for conducting and facilitating the recruitment process of various **non-teaching posts**, strictly in accordance with the Recruitment Rules 2019 of NITs and applicable Government of India norms.

The Institute seeks to empanel a competent agency having mandate to conduct such recruitment examination and capable of ensuring a transparent, secure, fair, and time-bound recruitment process.

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## **2. Scope of Work**

The selected agency shall be responsible for end-to-end recruitment support services, including but not limited to:

1. Preparation and hosting of online application portal.
2. Scrutiny of applications as per Recruitment Rules 2019 of Non-Teaching Staff.
3. Designing and conducting Computer-Based Tests (CBT)/Written Examinations, wherever applicable.
4. Preparation of syllabus and examination scheme in consultation with the Institute.
5. Development of question papers and secure handling of confidential materials.
6. Arrangement of examination centers at three locations (Delhi, Jalandhar (Punjab) and Dharamsala/Kangra (HP)).
7. Biometric attendance and identity verification of candidates.
8. Evaluation of answer scripts and preparation of merit lists.
9. Preparation of final result as per reservation norms of Government of India and submission of merit category wise complete documentation and records to the Institute.

10. Handling candidate queries, RTI, court cases and grievance related to examination.
11. Ensuring compliance with SC/ST/OBC/EWS/PwD reservation policies as per GoI norms.

### 3. Examination Details

- Examination Mode: SINGLE COMPUTER-BASED EXAMINATION ONLY
- Number of posts to be filled: 52 positions across 16 categories
- Examination centers: Set up examination centers at three locations (Delhi, Jalandhar (Punjab) and Dharamsala/Kangra (HP) )

### 4. Post Details and Vacancies

Sl. No.	Name of the Post	Specialization	Vacancy	Vertical Reservation	Horizontal Reservation
1.	Deputy Registrar PB-3/GP7600 (Level 12) Group-A	-	<b>01</b>	UR-01 (IR /03)	01 post is reserved for PwD Candidates
2.	Assistant Registrar PB-3/GP5400 (Level 10) Group-A	-	<b>03</b>	02 -UR 01 -SC (IR 01/06, 04/07 & 08)	
3.	Senior Scientific Officer/Sr. Technical Officer PB-3/GP7600 (Level 12) Group-A	Computer Centre	<b>01</b>	UR-01 (IR/02)	
4.	Scientific Officer/Technical Officer PB-3/GP 5400 (Level 10) Group-A	Electrical Engineering	<b>1</b>	OBC-01	
		Mechanical Engineering	<b>1</b>	UR-01	
		Computer Science & Engineering	<b>1</b>	UR-01	
5.	Assistant Librarian PB-3/GP 5400 (Level 10) Group-A	-	<b>01</b>	UR-01 (IR/04)	
6.	Medical Officer PB-3/GP 5400	-	<b>01</b>	UR-01 (IR/02)	

	(Level 10) Group-A				
7.	Technical Assistant PB2/GP-4200(Level 06)	Mechanical Engineering/ Central Workshop	<b>3</b>	SC-01, OBC-01, UR-01	02 posts (including 01 backlog) are reserved for PwD candidates
		Electrical Engineering	<b>2</b>	UR-01, OBC-01	
		Civil Engineering	<b>2</b>	UR-01, OBC-01	
		Electronics & Communications Engineering	<b>2</b>	UR-01, OBC-01	
		Computer Science & Engineering / Computer Centre	<b>4</b>	SC-01, ST-01, OBC-01, UR-01	
		Material Science & Engineering	<b>1</b>	UR-01	
		Chemistry	<b>1</b>	UR-01	
		Chemical Engineering	<b>1</b>	UR-01	
		Physics & Photonics Science	<b>1</b>	UR-01	
		Mathematics & Scientific Computing	<b>1</b>	UR-01	
		Centre for Energy Studies	<b>1</b>	EWS-01	
8.	Junior Engineer PB2/GP-4200(Level 06)	Electrical	<b>1</b>	UR-01	
		Civil	<b>1</b>	UR-01	
9.	Student Activity & Sports Assistant PB2/GP-4200(Level 06)	-	02	UR-02 (IR/01&02)	
10.	Library & Information Assistant PB2/GP-4200(Level 06)	-	02	UR-02 (IR/01&02)	
11.	Senior Assistant PB1/GP-2400(Level 04)	-	<b>01</b>	UR-01 (IR/06)	

12.	Junior Assistant PB1/GP-2000(Level 03)	-	<b>01</b>	01 – UR	
13.	Technician PB1/GP-2000(Level 03)	-	<b>02</b>	01 – UR& 01- OBC	
14.	Pharmacist PB1/GP-2800(Level 05)	-	01	UR-1	
15.	Office Attendant/Lab Attendant PB1/GP-1800(Level 01)	Office Attendant	06	UR-04, OBC- 01, EWS-01	
		Lab Attendant	07	UR-04, OBC-02, SC-01	
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## 5. Eligibility Criteria

Interested agencies must fulfill the following eligibility conditions:

1. Must be a Government Of India organization including PSU/Undertaking/Autonomous Body with proven experience in conducting large-scale recruitment examinations.
2. Minimum 5 years of experience in conducting recruitment for Central/State Government (Departments, Institutions, Universities), IITs/NITs/CFTIs, or equivalent bodies.
3. Experience in conducting secure Computer-Based Tests (CBT) for a minimum of 5,000 candidates in a single examination.
4. Capability in handling reservation policies and preparation of category-wise merit lists.
5. Availability of secure IT infrastructure with encryption and cybersecurity safeguards.
6. No blacklisting/debarment by any Government body in the last five years.

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## 6. Technical Requirements

The agency must ensure:

1. Secure and encrypted online applications and examination platform.
2. Robust server capacity with disaster recovery mechanism.

3. CCTV surveillance and biometric verification of candidates at examination centers.
  4. Randomization of questions.
  5. Secure data storage and confidentiality protocols.
  6. Audit trail and compliance with data protection standards.
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## **7. Submission of EoI**

Interested agencies may submit their Expression of Interest containing

1. Company/Organization Profile
2. Details of similar assignments completed
3. Client certificates/work orders
4. Technical infrastructure details
5. Financial strength details (last 3 years' audited statements)
6. Undertaking regarding non-blacklisting
7. Proposed methodology and timeline
8. Total Costing of examination including GST

to the following address :

**The Registrar  
National Institute of Technology Hamirpur  
Hamirpur – 177005  
Himachal Pradesh**

The EoI must be submitted in sealed envelope superscribed as:

**“Expression of Interest for Recruitment Examination of Non-Teaching Posts of NIT Hamirpur”**

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## **8. Timelines on submission of EOI**

<b><u>Activity</u></b>	<b><u>Timeline</u></b>
EOI Release Date	11/03/2026
Last Date for EOI Submission	10/04/2026

**9. Right to Reject EOIs :** NIT Hamirpur reserves the right to:

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| <ul style="list-style-type: none"><li>➤ Reject any or all EOIs without assigning any reason</li><li>➤ Modify or cancel the EOI process at any stage</li><li>➤ Invite additional information from participating organizations if required</li></ul> |
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## **10. Evaluation Process**

The evaluation shall be carried out in two stages:

1. **Technical Evaluation** – Based on experience, infrastructure, methodology, and compliance.
2. **Financial Evaluation** – Of technically qualified agencies only.

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## **11. Confidentiality and Non-Disclosure:**

All organizations submitting EOIs are required to maintain absolute confidentiality of examination-related information and materials. Any breach of confidentiality will result in immediate disqualification and potential legal action.

## **12. General Terms and Conditions**

1. The engagement shall be purely contractual for the specific recruitment cycle.
2. The agency shall strictly adhere to Recruitment Rules (RRs) 2019 of NITs and Government of India guidelines.
3. All disputes between empanelled firm and NIT Hamirpur shall be subject to the jurisdiction of courts at Hamirpur, Himachal Pradesh.
4. By submitting the EOI, organization agrees to abide by all applicable laws and regulations.
5. Organization shall maintain the integrity and confidentiality of the examination. Any breach shall be dealt as per applicable law.
6. NIT Hamirpur reserves the right and to keep vigil over whole process recruitment examination at any stage of examination.
7. Empanelled agency / organization shall provide the requisite information to the institute at every stage of recruitment examination.

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## **13. Contact Information**

The Registrar  
National Institute of Technology Hamirpur  
Hamirpur – 177005

Himachal Pradesh  
Email: [registrar@nith.ac.in](mailto:registrar@nith.ac.in)  
Website: [www.nith.ac.in](http://www.nith.ac.in)