

Bid Document

Selection of Service provider for
Establishing a Project Management Unit
for Implementation, Operations and
Governance of Vidya Samiksha Kendra,
Telangana



EdCIL (India) Limited
A Govt. of India, Mini Ratna Category-I CPSE
EdCIL House, Plot No. 18A, Sector 16A
Noida-201301 (U.P.) India
Tel: 0120 – 2512001-006, FAX: 0120-2515372
CIN No: U74899DL1981GOI011882

PART I: TECHNICAL BID

NIT No- EdCIL/DES/VSK/001

Dated: 04.05.2023

This document is serially numbered from page number 01 to 43

Disclaimer

The information contained in this Request for Proposal document (the "RFP") or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of the Company or any of its employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an Agreement and is neither an offer nor invitation by the Company to the prospective Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in making their financial offers (BIDs) pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Company in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for the Company, its employees, or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements, and information contained in the Bidding Documents may not be complete, accurate, adequate, or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements, and information contained in this RFP and obtain independent advice from appropriate sources.

Information provided in this RFP to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Company accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The Company, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way for participation in this BID Stage.

The Company also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP. The Company may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP.

The issue of this RFP does not imply that the Company is bound to select a Bidder or to appoint the Selected Bidder, as the case may be, for the Project and the Company reserves the right to reject all or any of the Bidders or BIDs without assigning any reason whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its BID including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Company, site visits, investigations, studies or any other costs incurred in connection with or relating to its BID. All such costs and expenses will remain with the Bidder and the Company shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the BID, regardless of the conduct or outcome of the Bidding Process.

Table of Content

1.	Letter of Invitation	4
2.	Data Sheet	5-6
3.	Definitions	7
4.	Instructions to Bidders	8-13
5.	Terms of Reference	14-19
	Background	14
	Scope of Work	14-19
6.	Evaluation of Bids	20-22
	Technical Evaluation	20-21
	Financial/Commercial Bid Evaluation	22
7.	Payment Terms and Timeline	23-24
	Payment Terms	23
	Timelines	23-24
8.	Terms and Conditions	25-29
9.	Annexures	30-40
	Annexure – I Tender Compliance Sheet	30
	Annexure – II Letter of Proposal	31-32
	Annexure – III Abstract of Relevant Experience and Qualification of Team Members	33
	Annexure – IV CV Format for Team Members	34
	Annexure – V Performance Bank Guarantee Format	35-36
	Annexure – VI Contract Form	37-38
	Annexure – VII Power of Attorney	39-40
10.	Financial Proposal	41-43
	Financial Proposal Covering Letter	42
	Financial Proposal	43

Section – I

Letter of Invitation

No. EdCIL/DES/VSK/001

Dated: 04.05.2023

Reference: Expression of Interest for Empanelment of Technical and Core Competency Support Service Providers for VSK, Cloud & other ICT Projects.

1. EdCIL (India) Limited, a Government of India Enterprise under the Ministry of Education intends to engage with empaneled partners for Implementation, Operations and Governance of Vidya Samiksha Kendra for **Telangana**.
2. This Request for Proposal (RFP) has been addressed to the empaneled partners for the above referenced EoI.
3. The RFP includes the following Sections:
 - a. Section 1 – Letter of Invitation
 - b. Section 2 – Data Sheet
 - c. Section 3 – Definitions
 - d. Section 4 – Instruction to Bidders
 - e. Section 5 – Evaluation of Bids
 - f. Section 6 – Terms of Reference
 - g. Section 7 – Payment Terms and Timelines
 - h. Section 8 – Terms and Conditions
 - i. Section 9 – Annexures
 - j. Financial Proposal
4. The Bidders are requested to submit any queries in writing by email. The queries shall be addressed to CGM (DES) at the email id: destenders@edcil.co.in by 10. 05.2023 up to 15:00 Hrs. (Mention Email Subject: RFP for Selection of Service provider for Implementation, Operations and Governance of Vidya Samiksha Kendra for Telangana).
5. Bidders are advised to visit EdCIL’s website regularly for any updates on this RFP.

**Chief General Manager (DES)
EdCIL (India) Limited
18 A, Sector-16A, Noida-201 301
Tel: +91 120-4310840
120-4156001-02, 0120-4154003**

Section - II

Data Sheet

Name of work	Selection of Service provider for Establishing a Project Management Unit for Implementation, Operations and Governance of Vidya Samiksha Kendra, Telangana
The Currency in which payment shall be made	Indian Rupees (INR)
Date of Issue/Publishing	04.05.2023
Document Download/Sale Start Date	04.05.2023
Document Download/Sale End Date and Time	18.05.2023 03:00 PM
Bid queries should reach by	10.05.2023 03:00 PM Bid queries received later than the date and time as mentioned above shall not be entertained. Bid queries should be emailed to destenders@edcil.co.in as per format specified.
Pre-Bid Meeting	11.05.2023 12:00 PM Pre-Bid Meeting address: EdCIL House, 18A, Sector 16A, Noida-201301
Last Date and Time for receipts of Bids	19.05.2023 3:00 PM In case a Holiday is declared on the day of the event, the same will be held on the next working day at the same time & venue.
Date and Time of Opening of Technical Bids	19.05.2023 03:30 PM
Date and Time of Opening of Commercial Bids	To be intimated Later
Earnest Money Deposit	Rs.1,20,000/- in form of Demand Draft from a Nationalized Bank in India. Scanned copy to be uploaded with tender documents and original Demand Draft shall be submitted as per the instruction to bidders.
No. of Covers	02 (Two Packets)
Bid Validity days	180 days (From last date of opening of tender)
Duration of the Contract	6 months from LOA
Performance Bank Guarantee (PBG)	3% of the total work value of the successful bidder. PBG is required to be submitted within 7 days from the date of issue of LOA as per Annexure – VIII
Email Address	destenders@edcil.co.in
Address	Corporate Office: EdCIL House, 18 A, Sector-16 A, Noida, U.P. 201301 Regd. Office: 5 th Floor, Vijaya Building, 17, Barakhamba Road, Connaught Place, New Delhi-110001

Contact Person	Chief General Manager (DES) EdCIL (India) Limited, 18A, Sector-16A, Noida-201301 Tel: 91-120-2512001 to 2512006
-----------------------	---

1. Tender document shall be downloaded from EdCIL Tender web page.
2. Bidders are advised to visit the EdCIL Website for getting themselves updated for information on this tender. Corrigendum and addendum may be issued on the changes required. Reply on bid queries received by EdCIL shall be displayed on EdCIL website. Bidders are advised to visit the webpage regularly and update themselves. The Bid queries, Corrigendum/addendum are the part of tender documents and Bidders are supposed to upload the same accordingly, duly signed as per the guidelines given in the tender document.
3. In case a holiday is declared on any day, the event will be shifted to the next working day, same time.

**Chief General Manager (DES)
EdCIL (India) Limited,
18 A, Sector-16A, Noida-201301
Tel: 91-120-2512001 to 2512006**

Section - III

Definitions

Term	Definition
VSK	Vidya Samiksha Kendra
EdCIL	Education Consultants India Limited, Noida. The term EdCIL includes successors and assigns of EdCIL.
Client	The department/organization for which the order is being placed.
RFP	Request for Proposal, Tender Document or Bidding Document including the written clarifications issued by EdCIL in respect of the RFP.
Bidder	An organization offering the solution(s), services and/or materials required in the RFP.
Successful Bidder	Bidder to whom work has been awarded and whose Bid has been accepted by EdCIL
Services	Requirements defined in this document including all additional services associated thereto to be delivered by the Bidder.
Party	EdCIL or Bidder individually and "Parties" shall mean EdCIL and Bidder collectively.
Authorized Signatory	The bidder's representative (explicitly, implicitly, or through conduct) with the powers to commit the authorizing organization to a binding agreement. Also called signing officer/ authority having the Power of Attorney from the Competent authority of the respective Bidding firm.
Contract	Work Order placed by EdCIL on successful Bidder and all attached exhibits and documents referred to therein and all terms and conditions thereof together with any subsequent modifications thereto.
E.M.D.	Earnest Money Deposit
P.B.G.	Performance Bank Guarantee
D.D.	Demand Draft
Security Deposit	Amount of the Order Value deposited by the Bidder and retained till the successful completion of the project (as long as the bidder fulfils the contractual agreement)
LOA	Letter of Award
Site	The location(s) for which the work has been allotted and where the services are to be delivered
Consignee	"Consignee" shall mean EdCIL (India) Limited.
PEC	Proposal Evaluation Committee
Validity of Documents	Validity of all the documents shall be counted from the last date of submission of bids

Section – IV

Instructions to Bidders

All information supplied by the Bidder in response to this RFP shall be treated as contractually binding on the Bidders.

1. Submission of Bids

- a. The bidder is requested to submit the following documents offline to the under mentioned address before the start of Public Tender Opening Event in a Sealed Envelope:
 - i. Technical Proposal – Cover 1
 - a) Original copy of the EMD Security in the format as applicable.
 - b) Annexures I to VII as per the RFP document.
 - ii. Commercial Proposal – Cover 2

EdCIL House, 18 A, Sector-16 A, Noida, U.P. 201301

- b. The envelope shall bear the project name, the tender number and the words ‘DO NOT OPEN BEFORE’ (due date & time).
- c. Prices should **not** be indicated in the Technical Proposal but should **only** be indicated in the Commercial Proposal.
- d. All the pages of the proposal must be sequentially numbered and must contain the list of contents with page numbers.
- e. Any deficiency in the documentation may result in the rejection of the Bid.
- f. All pages of the bid shall be initialed and stamped by the person or persons who sign the bid.
- g. Proposal should be accompanied by a power-of-attorney in the name of the signatory of the Proposal.

2. Availability of RFP Document

- a. The RFP document will be available for download from EdCIL’s website.
- b. Empaneled partners desirous of participating in this tender may view and download the tender document free of cost from EdCIL’s website.

3. Queries

- a. The bidders are requested to submit any queries in writing by email. The queries shall be addressed to CGM (DES) at the email id: destenders@edcil.co.in by 10.05.2023 up to 15:00 Hrs. Queries received from the bidders regarding bidding conditions, bidding process, resource requirement, evaluation criteria, etc., in writing, or through email (preferably in an excel or word file), up till the deadline for pre-bid query submission, shall be addressed.

- b. Only those pre-bid queries which are received in the following prescribed format shall be entertained:

S.No.	RFP Reference(s) (Section & Page Number(s))	Document (Section & Page Number(s))	Content of RFP requiring Clarification(s)	Points of Clarification
1.				
2.				

- c. EdCIL is not bound to clarify any query received after the day as described above. EdCIL will review every query and on due consideration will issue corrigendum (if required). However, EdCIL does not undertake to answer each individual query(ies). Bidders shall not assume that their unanswered queries have been accepted by EdCIL.

4. Amendment of RFP Document

- a. At any time prior to the last date for receipt of bids, EdCIL, may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the tender documents through an amendment/corrigendum. The amendment will be notified through EdCIL website, which will be binding on all prospective bidders to consider the amendment and accordingly submit their proposal/quotation.
- b. In order to give prospective bidders reasonable time to take the amendment into account in preparing their bids, EdCIL may, at its discretion, extend the last date for the receipt of bids.

5. Right to terminate the process

- a. EdCIL may terminate the RfP process at any time and without assigning any reason. EdCIL makes no commitment, express or implied, that this process will result in a business transaction with anyone.

6. Preparation of Bids

- a. The Bidder shall provide all the information sought under this RFP. The Authority would evaluate only those Proposals that are received in the specified forms and complete in all respects.
- b. The Proposals must be properly signed by the authorized representative (the “Authorized Representative”) as detailed below:
- i. by the proprietor, in case of a proprietary firm; or
 - ii. by a partner, in case of a partnership firm and/or a limited liability partnership; or
 - iii. by a duly authorized person holding the Power of Attorney, in case of a Limited Company or a corporation.
- c. A copy of the Power of Attorney certified under the hands of a partner or director of the Bidder and notarized by a notary shall accompany the Proposal.

d. Technical Proposal

While submitting the Technical Proposal, the Bidder shall, in particular, ensure that:

- i. The **EMD** is provided.
- ii. All forms are submitted in the prescribed formats and signed by the authorized signatories.
- iii. Power of Attorney, if applicable, is executed as per Applicable Laws.
- iv. Team Members have been proposed only if they meet the Conditions of Eligibility laid down in the RFP.
- v. No alternative proposal for any Team Members is being made and only one CV for each position has been furnished.
- vi. the CVs have been recently signed and dated by the respective Personnel and countersigned by the Bidder. Photocopy or unsigned / countersigned CVs shall be rejected.
- vii. the CVs shall contain an undertaking from the respective Team Members about his/her availability for the duration specified in the RFP.

Failure to comply with the above requirements shall make the Proposal liable to be rejected.

e. **Financial Proposal**

- i. Bidders shall submit the financial proposal in the formats at Annexure - 2 (the “Financial Proposal”) clearly indicating the total cost in both figures and words, in Indian Rupees, and signed by the Bidder’s Authorized Representative. In the event of any difference between figures and words, the amount indicated in words shall prevail. In the event of a difference between the arithmetic total and the total shown in the Financial Proposal, the lower of the two shall prevail.
- ii. While submitting the Financial Proposal, the Bidder shall ensure the following:
 - All the costs (expressed in INR) associated with the assignment shall be included in the Financial Proposal. These shall normally cover remuneration for all the Personnel, accommodation, air fare, equipment, printing of documents etc. The total amount indicated in the Financial Proposal shall be without any condition attached or subject to any assumption and shall be final and binding. **In case any assumption or condition is indicated in the Financial Proposal, it shall be considered non-responsive and liable to be rejected.**
 - The Financial Proposal shall take into account all expenses (remuneration of the team members, travel expense etc.) and tax liabilities. For the avoidance of doubt, it is clarified that all taxes shall be deemed to be included in the costs shown under different items of the Financial Proposal. Further, all payments shall be subject to deduction of taxes at source as per Applicable Laws.

7. Earnest Money Deposit

- a. The bidder should enclose EMD of Rs.1,20,00/- (Rupees One Lakh Twenty Thousand Only) in the form of Demand Draft drawn in favor of EdCIL (India) Limited and payable at NOIDA from any Nationalized bank valid for 180 days from the last date of bid submission. **A Bid submitted without EMD will be considered unresponsive and will be rejected.**
- b. The EMD will be returned without any interest to the unsuccessful bidders immediately after the signing of the agreement with the successful bidder.
- c. EMD of the successful bidder will be released after the successful bidder signs the final agreement and furnishes the Performance Bank Guarantee (PBG) as performance security.
- d. The EMD submitted shall be interest free and will be refundable to the bidders without any accrued interest on it.
- e. The Earnest Money will be forfeited on account of one or more of the following reasons:
 - i. Earnest money will be forfeited if the bidder unilaterally withdraws the offer, or unilaterally amends, impairs or rescinds the offer within the period of its validity.
 - ii. Bidder does not respond to requests for clarification of its bid in prescribed time.
 - iii. In case of a successful bidder, the said bidder fails to sign the Agreement in time; or furnish Performance Bank Guarantee in time.
- f. The Bank details for EMD is as follows:

Name: EdCIL (India) Ltd
Bank Account No: 36830596465
IFSC Code: SBIN0000691
Bank Name: State Bank of India
Branch Name & Address: (00691) New Delhi Main Branch-11, Parliament Street, New Delhi-110001

8. Language of Bid

The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and EdCIL, shall be written in English. Information supplied in another language without proper translation shall be rejected.

9. Bidding Cost

The Bidder shall bear all costs associated with the preparation/submission of the Bid. EdCIL will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

10. Deadline for Submission of proposals

Proposals, in their complete form in all respects as specified in the RfP, must be submitted on or before the last date for submission i.e., 19.05.2023.

11. Clarification on submitted bids

During process of evaluation of the Bids, EdCIL may, at its discretion, ask Bidders for clarifications on their bids. The Bidders are required to respond within the prescribed time frame given for submission of such clarification.

12. Tender Validity

The offer submitted by the Bidders would remain valid for a minimum period of 180 days from the date of submission of Tender.

13. Code of Integrity

No official of a procuring entity or a Bidder shall act in contravention of the codes which includes:

- a. Prohibition of,
 - i. Making offer, solicitation or acceptance of bribe, reward or gift or any material benefit, either directly or indirectly, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process.
 - ii. Any omission, or misrepresentation that may mislead or attempt to mislead so that financial or other benefits may be obtained, or an obligation avoided.
 - iii. Any collusion bid rigging or anti-competitive behavior that may impair the transparency, fairness and the progress of the procurement process.
 - iv. Improper use of information provided by the procuring entity to the Bidder with an intent to gain unfair advantage in the procurement process or for personal gain.
 - v. Any financial or business transactions between the Bidder and any official of the procuring entity related to tender or execution process of contract; which can affect the decision of the procuring entity directly or indirectly.
 - vi. Any coercion or any threat to impair or harm, directly or indirectly, any party or its property to influence the procurement process.
 - vii. Obstruction of any investigation or auditing of a procurement process.
 - viii. Making false declaration or providing false information for participation in a tender process or to secure a contract;
- b. Disclosure of conflict of interest.
- c. Disclosure by the Bidder of any previous transgressions made in respect of the provisions of sub-clause (i) with any entity in any country during the last three years or of being debarred by any other procuring entity.

In case of any reported violations, the procuring entity, after giving a reasonable opportunity of being heard, concludes that a Bidder or prospective Bidder, as the case maybe, has contravened the code of integrity, may take appropriate measures.

14. Confidentiality

Information relating to the examination, clarification, evaluation, and recommendation for the selection of Bidders shall not be disclosed to any person who is not officially concerned with the process.

15. Performance Guarantee

- a. EdCIL will require the selected bidder to provide a Performance Bank Guarantee, within 7 days from the Notification of award, for a value equivalent to 3% of the total contract value from a Nationalized Bank. The Performance Guarantee should be valid till 90 days post the expiry of the contract. The Performance Guarantee shall be kept valid till completion of the project and the Contract period.
- b. The selected bidder shall be responsible for extending the validity date and claim period of the Performance Guarantee as and when it is due on account of non-completion of the project and Warranty period. In case the selected bidder fails to submit a performance guarantee within the time stipulated, EdCIL at its discretion may cancel the order placed on the selected bidder without giving any notice. EdCIL shall invoke the performance guarantee in case the selected Bidder fails to discharge their contractual obligations during the period or EdCIL incurs any loss due to Bidder's negligence in carrying out the project implementation as per the agreed terms & conditions.
- c. PBG shall be returned to the successful bidder only after 90 days of the successful completion of the Contract.
- d. In case the duration of contract is extended beyond the initial six-month period the successful bidder is required to deposit Performance Bank Guarantee equivalent to 3% of contract value to EdCIL within 7 days from the date of receipt of extension order.

Section V

Terms of Reference

1. Background

EdCIL India Limited

- a. EdCIL (India) Limited is a Government of India Enterprises (Mini Ratna Category-1) CPSE under Ministry of Education offering management and consultancy services in all areas of education and Ministry of Education, both within India and overseas. The Company strongly believes that digitization will be a game changer in addressing quality, quantity and governance needs in both schools and higher education.
- b. The company accordingly focuses on all emerging areas of IT/ICT applications in the education sector. The vision of the company is to transform the teaching - learning process by improving communication and Collaboration among the faculty, students and administrators of the school through digital initiatives. The aim is to improve integration of technology into the teaching-learning spectrum and encourage students to become creators of their own learning by incorporating 21st century skills such as creativity and critical thinking.
- c. EdCIL has offered services to clients ranging from Central Govt., States Govt., Government of other countries, CPSEs, INIs and autonomous Govt. / Pvt. Institutions / organizations.

Vidya Samiksha Kendra

- a. The ability to effectively collect, monitor, correlate, and analyze data enables more strategically guided decisions and optimize performance allowing to undertake timely action to implement schemes/projects. Various initiatives of the Ministry of Education like UDISE, Student Database, NAS, NIPUN BHARAT, Teacher Database, DIKSHA etc. are efficient systems working in silos. Integrating various data sets and breaking through the barrier of operating in silos will help in effectively leveraging different entities towards a common goal.
- b. States/UTs and other Central Government Bodies in Education have been advised to establish a Central Monitoring and Review System (Vidya Samiksha Kendra) for tracking student enrolment, progress in their learning levels, Out of School Children mainstreamed, textbook delivery, support required by teachers and schools, etc.

2. Scope of Work

In view of the above, EdCIL India Limited intends to engage with an Agency to provide resources in Management and Technical profiles to deploy a Project Management Unit constituted of the said Team Members for the Development, Operation & Maintenance of the Vidya Samiksha Kendra. The detailed Scope of Work has been described in the subsequent sections.

a. The Project Management Unit (PMU) will be responsible for the following:

- i. Enable the Centralized Dashboard providing real-time/near real-time performance indicators in school by integrating client's datasets with VSK starter pack.
- ii. Project management and coordination across various stakeholders of the platform to

ensure that VSK is developed and maintained as a premier open-access public platform for School Education Datasets.

- iii. Reporting, Updating, and Monitoring of all School Education Datasets like student registry to keep track of enrolled students such as Student attendance, assessment, mid day meal, student progress card, textbook distribution, infrastructure, teacher attendance and indicators around teacher training, NISHTHA, DIKSHA, PM Poshan, PGI, NAS, UDISE and programs like learning at home, dropouts, information on child labor, out of school children, scholarships, assessments, awards, recognition etc.,
- iv. Establish the specifications for hardware and software keeping NDEAR compliance in purview
- v. Facilitate and manage data sourcing, standardization, maintenance, and data quality.
- vi. Real-time Data Integration & analysis of various existing Samagra Shiksha applications for Centralized Monitoring Dashboard for improving School Management and Governance by timely interventions, streamlining processes, creating transparency, and driving accountability through channelized escalations to field level academic & Non-academic staff and timely actions.
- vii. Support platform development and ensure usability for various user groups.
- viii. Development of Web application/Web portal, Integration of existing Software/Application with VSK
- ix. Insights from VSK to be shared with call center/campaign team/calling team for Feedback monitoring and grievance redressal.
- x. The PMU shall also be responsible for preparation of Functional Requirement Specification (Hardware Requirement Specification) and Software Requirement Specification in consultation with the concerned department and EdCIL for the overall requirement of Vidya Samiksha Kendra, FRS and SRS should include but not limited to the following:
 - System to monitor the real-time status of various projects/ activities under the ambit of Samagra Shiksha.
 - System to keep track of enrolled students including learning outcomes, Dropouts, attendance, support required by teachers and schools, etc.
 - System for centralized semester, summative and periodic assessment.
 - System to monitor and track field level academic and non-academic activities at state level and also empower administrators and teachers in the field to take data driven decisions.
 - System to identify and analyze improvement areas for decision making and implementation that needs urgent attention.
 - System to improve the academic performance of students and to enhance the accountability of teachers in schools and effective utilization of the available resources.

- Data from VSK to be managed by a centralized helpdesk for grievance redressal mechanism for stakeholders of School ecosystem.
 - A Centralized dashboard providing the real-time performance indicators.
 - A system aimed at increasing accountability among all the field level staffs / administrators & monitor the real-time status towards various projects components / activities under the ambit of School Education.
 - Setting up and integration with command-and-control center.
- xi. User Acceptance testing of Vidya Samiksha Kendra.
- xii. Provide training on the developed application/modules to the stakeholders.
- xiii. Timely preparation of reports and other documents as and when required by EdCIL and the Client.
- xiv. Any other task as and when required in consultation with EdCIL and the Client.

b. Following Team Members are requisite for the PMU and its operations:

- i. The PMU team will comprise the following Team Members who shall meet the requirements of qualifications and experience tabulated below. The consultant shall submit CVs of the persons proposed as Team Members for each Key Position along with an undertaking that the expert will be available to commence his/her responsibilities as soon as the contract is awarded.
- ii. Proposed Team Structure:

S.No.	Profile	Number of Persons	Minimum Qualification and Experience	Skills and Key Responsibilities
1.	Project Manager/ Campaign Manager (Team Lead)	1	<ul style="list-style-type: none"> • B.E / B.Tech in Computer Science (CS) / Information Technology (IT) / Electronics and Communication Engineering (ECE) or equivalent • Master's Degree in Computer Science / Information Technology or Master's Degree in Business Administration (MBA/PGDM) or equivalent • A minimum of total 6 years of experience in IT consulting, strategy, implementation, and transformation projects with at least 3 years of experience leading/managing Centre/State/Public Sector projects in the education sector. • Strong Background in education project management and implementation as Team 	<ul style="list-style-type: none"> • Responsible for communicating with any entity relating to the Project that the Authority so designate. • Identify Key Programs and key metrics against which Telangana. would like to drive actions and improve them. • Establish the specifications for hardware and software keeping NDEAR compliance in purview. • Identify the skill sets and experience needed to manage & run the VSK. • Set up the relevant teams on the program, data and software side and create a project execution plan with them to enable timely actions.

			<p>Leader/Project Manager for at least 2 projects with Centre/State governments or Multilateral/Bilateral Agencies.</p> <ul style="list-style-type: none"> • In-depth knowledge of education sector in India including education planning, MIS, governance in education systems, learning metrics, achievement surveys and use of technology in education • Possesses high level understanding in the areas of web application programming, content management systems, API, database, and system design. 	<ul style="list-style-type: none"> • Lead, coordinate and supervise the Project and ensure that the Project objectives are met. • Evaluate complex situations using multiple sources of information filters, validate and interpret dynamic material.
2.	Data Analyst/ Data Visualizer	2	<ul style="list-style-type: none"> • B.E / B.Tech in Computer Science (CS) / Information Technology (IT) / Electronics and Communication Engineering (ECE) or equivalent Or • Masters Degree in Computer Science / Information Technology or equivalent • A minimum of total 3 years of experience with at least a year of experience with administrative data (preferably in India), structured databases, and standardized data models preferred. • Should have been a part of at least one project for Centre/State governments or Multilateral/Bilateral Agencies. • Must have a good understanding of the Sunbird Platform. • Programming proficiency, preferably with Python, R, SQL, Java, JavaScript NOSQL, JSON etc. and other open-source languages. 	<ul style="list-style-type: none"> • Set up mechanisms to distribute data across locations and stakeholders to enable localized and targeted actions as per the insights. • Create and design dashboards to visualize & monitor data in a meaningful manner. • Expand the distribution of analytical insights to different stakeholders at different levels. • Interpret data, analyze results using statistical techniques and provide reports. • Commissioning and decommissioning of data sets. • Manage and design the reporting environment, including data sources and data security. • Develop programs to integrate and load data from user departments into the analytics platform. • Identify, analyze, and interpret trends or patterns in complex data sets.
3.	Software Engineer	2	<ul style="list-style-type: none"> • B.E / B.Tech in Computer Science (CS) / Information Technology (IT) / Electronics and Communication Engineering (ECE) or equivalent Or • Masters Degree in Computer 	<ul style="list-style-type: none"> • Study the readily available client datasets and leverage it to get the VSK going quickly. • Communicate with business analysts and Project manager to capture software requirements. • Develop high-level system design diagrams for program

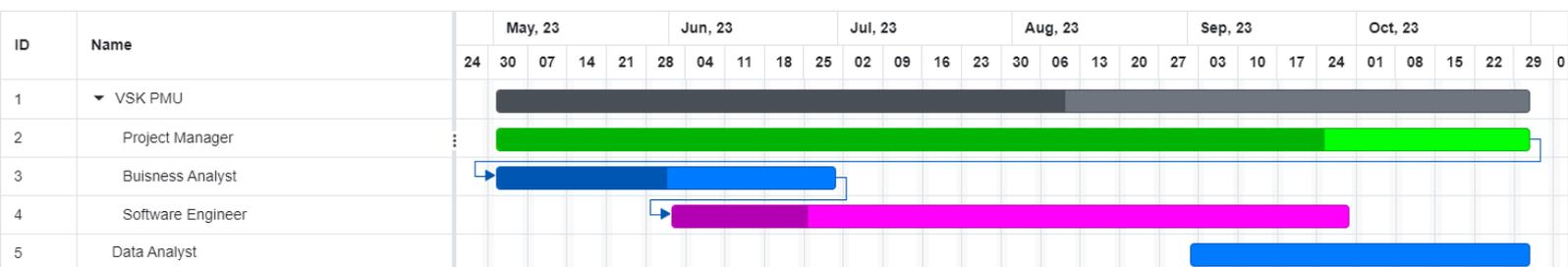
			<p>Science / Information Technology or equivalent</p> <ul style="list-style-type: none"> • A minimum of total 3 years of experience in design and delivery of IT solutions, software development and MIS. • At least a year of experience of IT/ICT implementation in education sector for Center/State government. • Should have been a part of at least one project for Centre/State governments or Multilateral/Bilateral Agencies. • Must have good understanding of Web Services protocols such as REST, SOAP and API design for extensibility and portability. • Must have a good understanding of the Sunbird Platform. • Proficient in application stacks like LAMP, JBoss, .Net, MEAN, etc. Programming languages like Php, Java, .Net, Python, R, Shell Script, Ruby, etc. and other open-source languages. 	<p>design, coding, testing, debugging and documentation.</p> <ul style="list-style-type: none"> • Development of Web application/Web portal, Integration of existing Software/Application with VSK
4.	Business Analyst	1	<ul style="list-style-type: none"> • B.E / B.Tech in Computer Science (CS) / Information Technology (IT) / Electronics and Communication Engineering (ECE) or Bachelor's Degree in Business or equivalent Or • Masters Degree in Business Administration • A minimum of total 4 years of experience with at least a year of experience with administrative data (preferably in India), structured databases, and standardized data models. • Should have been a part of at least two project for Centre/State governments or Multilateral/Bilateral Agencies. 	<ul style="list-style-type: none"> • Identify Key Programs and key metrics against which Telangana would like to drive actions and improve them. • Evaluate implementation processes, anticipate requirements, uncover areas for improvement, and develop and implement solutions. • Lead ongoing reviews and develop optimization strategies. • Perform Requirement Analysis • Conduct meetings and presentations to share ideas and findings for process improvement. • Effectively communicate your insights and plans to cross-functional team members and management. • Perform user acceptance testing.

3. Obligations of the Client

- a. The Client will facilitate the Team Members of the PMU to have, free of charge, unimpeded access to the site of the Project which shall include office space for the PMU, necessary furniture, electricity, and internet access which is required for the performance of services.
- b. The Client will facilitate interaction of the PMU Team with all the concerned officials of Telangana and if required their visits to various sites.

4. Indicative Deployment Plan

S.no.	Item	Period of Deployment
1.	Project Manager -01	6 months
2.	Business Analyst - 01	2 months
3.	Software Engineer – 02	4 months
4.	Data Analyst - 02	2 months



Note: The resource requirement and the deployment plan are indicative and may change as per the requirements of the client.

Section VI

Evaluation of Bids

1. EdCIL will constitute a Proposal Evaluation Committee (PEC) to evaluate the responses of the bidders.
2. Prior to evaluation of Proposals, the Committee will determine whether each Proposal is responsive to the requirements of the RFP. The Committee may, in its sole discretion, reject any Proposal that is not Responsive:
 - a. Proposal submitted without the **EMD**
 - b. Proposal not submitted as specified in the RfP document
 - c. Proposal received without the Letter of Authorization (Power of Attorney/Board Resolution)
 - d. Proposal submitted with incomplete information, subjective, conditional offers, and partial offers.
 - e. Proposal submitted without the documents requested in the checklist
 - f. Proposal having non-compliance with any of the clauses stipulated in the RfP
 - g. Proposal with a lesser validity period
3. The Authority shall subsequently examine and evaluate only the Responsive Proposals in accordance with the Evaluation Process.
4. **Technical Evaluation**

The Proposal Evaluation Committee will evaluate the documents of the eligible bidders as per the Minimum Qualification and Experience of Team Members set out in this tender document.

Minimum Qualification and Experience of Team Members

S.no	Criteria	Project Manager	Data Analyst	Software Engineer	Business Analyst
1.	Qualification	Bachelors in Technology (CS/IT) or equivalent And Master's Degree in Computer Science / Information Technology or equivalent OR Master's degree in	B.E / B.Tech in Computer Science (CS) / Information Technology (IT) / Electronics and Communication Engineering (ECE) or equivalent	B.E / B.Tech in Computer Science (CS) / Information Technology (IT) / Electronics and Communication Engineering (ECE) or equivalent	B.E / B.Tech in Computer Science (CS) / Information Technology (IT) / Electronics and Communication Engineering (ECE) or Bachelor's Degree in

		Business Administration or equivalent			Business or equivalent OR Master's degree in Business Administration or equivalent
2.	Work Experience (in years)	6 years	3 years	3 years	4 years
3.	Work Experience (no. of projects)	Should have led at least 2 projects for Centre/ State governments or Multilateral/ Bilateral Agencies or Corporate Sector as Team Lead/ Project Manager	Should have been a part of at least 1 project for Centre/ State governments or Multilateral/Bilateral Agencies or Corporate Sector	Should have been a part of at least 1 project for Centre/State governments or Multilateral/Bilateral Agencies or Corporate Sector	Should have been a part of at least 2 project for Centre/State governments or Multilateral/Bilateral Agencies or Corporate Sector

Bidders whose bids are responsive would be considered technically qualified and subsequently the financial bids of the technically qualified bidders will be opened.

5. Financial/Commercial Bid Evaluation

- a. The Financial Bids of technically qualified bidders will be opened on the prescribed date in the presence of bidder representatives if they choose to be present.
- b. The financial evaluation will be on the basis of the total cost of manpower.
- c. Only fixed price financial bids indicating the total price for all the deliverables and services specified in this bid document will be considered.
- d. The bid price shall include all expenses i.e., conveyance charges, all taxes and levies, PF, gratuity, etc., and shall be in Indian Rupees.
- e. Any conditional bid would be rejected.
- f. The least cost proposal/lowest quoting bidder will be ranked as L1 and the next higher and so on will be ranked as L2, L3 etc.
- g. The lowest quoting bidder (L1) will be the bidder with the lowest Total Cost of Manpower among all the quoted Total Cost of Manpower in the Financial Bids (Annexure-2 of Financial Proposal).
- h. **The least cost proposal/lowest quoting bidder (L1) will be considered for award of contract.**
- i. If in case EdCIL releases an addendum/corrigendum revising the original Scope of Work, revised Financial Bids could be called from the empaneled Bidders, before opening the original financial bids.
- j. In the event of revised financial bids being called the revised bids should not be higher than the original bids, otherwise the bid shall be rejected. There will be no negotiation

regarding the financial / commercial bid.

- k.** If there is a mismatch between values quoted in figures and words, the value quoted in words shall prevail.
- l.** Proposal Evaluation Committee (PEC) would scrutinize the commercial bids. Bids found lacking in strict compliance to the commercial bid format shall be rejected straightaway.

Section VII

Payment Terms and Timeline

Payment Terms

1. Payment terms are on back-to-back basis and the payment shall be released to the agency by EdCIL only if and when received by EdCIL from the client and subject to submission of complete documents and invoices.
2. The payment to the Successful Bidder will be made on quarterly basis depending upon the actual duration of services rendered.
3. The bill shall only be generated for the resources that have been deployed at client site and for the period of their deployment.
4. The agency will submit pre-receipted bills in triplicate (having details of concerned work-order number, Date and Project-Number of EdCIL) on quarterly basis in the name of EdCIL-Noida by the 5th day of the succeeding quarter along with the Quarterly Satisfactory Performance Report(s) of the Team Members deployed duly signed by Client's Project coordinator. Payment will be made within 30 days of submission of the Bill along with all the completed documents and after deducting the applicable penalty if any.
5. Payments shall be made subject to deductions of any amount for which the agency is liable under the empanelment or tender conditions. Further all payments to agency will be made subject to deduction of TDS (Tax deduction at Source) applicable to deployment of professionals as per the income Tax Act, 1961, and also applicable penalty & other taxes, if any, as per Government of India rules.
6. No TA/DA is admissible for the deployment of agency Team Members on projects anywhere in India. However, TA/DA shall be payable directly by the end-client for undertaking any tour in project interest on production of travel documents or other necessary documents in original subject to approval of competent authority of the end-client.
7. GST would be paid extra as may be applicable from time to time.
8. It is the bounden duty of the Successful Bidder to regularly pay the deployed manpower their entitlements like monthly salaries / wages / annual increment / EPF / ESI / Bonus / Medical Insurance / Accidental Insurance etc. as may be applicable.

Timelines

The duration of the contract shall be for a period of 6 months, which may be extended as per the project requirements on the same terms & conditions based on satisfactory performance and mutual agreement. The Timelines for Deliverables are defined below:

Deliverables	Timeline (T) (where T is date of issue of LOA)
Acceptance of LOA by the successful bidder	T+1 week
Identify readily available Datasets of the client to integrate with Centralized Dashboard	T+4 weeks

Identify Key Programs and key metrics against which Client would like to drive actions and improve them and Preparation of Functional Requirement Specification and Software Requirement Specification.	T+8 weeks
Integrate Client Datasets and enable the centralized dashboard of the VSK	T+16 weeks
User Acceptance Testing	T+18 weeks
Provide training on the available modules to the stakeholders.	T+18 weeks
Facilitate data sourcing mechanism for key programs and metrics identified, for which datasets are not readily available	T+20 weeks
Create and design dashboards to visualize & monitor data for identified data sources.	T+24 weeks

Note:

Basis the Schedule of deliverable provided above for the VSK Project; the successful bidder would submit a detailed work plan based on the TOR of the Project to the Authority.

Section VIII

Terms and Conditions

1. General

- a. All Terms and Conditions pertaining to EoI No. EdCIL/DES/EoI/2022-23/002, Expression of Interest (EOI) For Empanelment of Technical and Core Competency Support Service Providers for VSK, Cloud & other ICT Projects are also applicable to this Tender Document.
- b. In case the terms and conditions of the EoI document and the Tender Document are contrary or slightly deviating from the other, then the Terms and Conditions of the Tender Document will prevail.

2. Manpower

- a. **The Team Members deployed under this tender should be on pay roll and full-time employee of the successful bidder. Consortium / Joint Venture / Subcontracting is not allowed in this tender.**
- b. The manpower provided by the agency shall work as per user departments work schedule.
- c. If the Client / EdCIL so recommends, a deployed Team Member must be replaced by the agency within a period of 5 working days.
- d. The manpower deployed by the agency shall be the employees of the agency for all intents and purposes and in no case, there shall be a relationship of employer and employee between the EdCIL / Client and the said manpower. The Agency should submit undertaking received from the respective deployed manpower at client site regarding the same along with appointment letter issued to those manpower/s.
- e. In case any employee of the agency so deployed enters in dispute of any nature whatsoever, it will be sole responsibility of the agency to contest the same at appropriate forum(s).
- f. The team members shall carry their own devices for performing their duties, no device shall be provided by EdCIL/Client.
- g. The Team Members should be stationed at Project Location for the entire project period. The Team Member has to follow the working hours, working days and Holidays of the Client.
- h. Team Member shall get prior approval of EdCIL / Client before leaving project location.
- i. Leave entitlement and computation will be effective from date of joining the client site.
- j. An employee can avail maximum 18 leaves per year on pro-rata basis.
- k. Leave cannot be claimed as an employee's right. Except in case of emergencies, all leave will be granted subject to client's requirements. A situation will be considered an emergency on a case-by-case basis and will be decided by the Nodal Officer of the

client.

- l. EdCIL will offer an induction program to all the Team Members before their deployment in the project under this empanelment.
- m. The mode of the training program would be as per the project requirement, which may be online/offline mode, depending on the requirement and availability.
- n. **Substitution of Team Members**
 - i. EdCIL will not normally consider any request of the Selected Bidder for substitution of Team Members deployed as the ranking of the Bidder is based on the evaluation of credentials of Team Members. Substitution will, however, be permitted if a Team Member is not available for reasons of any incapacity or due to health, subject to equally or better qualified and experienced personnel being provided to the satisfaction of the Authority.
 - ii. Substitution of the Team Leader will not normally be considered and may lead to disqualification of the Bidder or termination of the Agreement.

2. Penalties

- a. Any unjustified and unacceptable delay resulting from reasons attributable to the Successful Bidder beyond the delivery schedule as per Work order will render the agency liable for liquidated damages at the rate as mentioned in the following sections.
- b. The Successful Bidder shall render the services strictly adhering to the Important Dates by EdCIL in the Work order. Any delay, not condoned by EdCIL, on the part of Successful Bidder in the performance of its obligations may attract penalty. The penalty shall be charged at the rate of 0.5% of the delayed milestone per week of delay, subject to a maximum of 10% of the work order value (GST shall be paid extra on penalty). Post that EdCIL will have the option of getting the work done through alternate sources at the cost and risk of the defaulting agency, which will be realized from pending payments of the Successful Bidder, or from the security deposit, or from the Performance Bank Guarantee or by raising claims.
- c. The Successful Bidder shall not refuse to accept EdCIL work order under any pretext. The work order can be collected from EdCIL office or if convenient to the agency, it can be mailed to them. The selected agency shall start the work as per the mutually agreed timelines agreed between the client and the selected agency.
- d. If at any time during performance of the work order, the agency encounter conditions impeding timely performance of the ordered services, the agency shall promptly notify EdCIL in writing of the fact of the delay, its likely duration and its cause(s).

3. Limitation Of Liability

- a. Except conditions enumerate in Indemnity Clause, the damage caused by the successful bidder to the Client / EdCIL under the work order issued pursuant to this tender, the successful bidder shall be liable to Client / EdCIL for damage and loss to the maximum extent of the work order value. However, the total value of damages, that can be levied on the successful bidder shall not exceed the total contract value of the work entrusted to them.

- b. Successful Bidder shall be liable for all acts of omission and commission by its employees deployed under this tender and Client / EdCIL stand insulation against aggrieved third party complaints against any civil or criminal actions of the empaneled agency or its employees.
- c. In no event will successful bidder be liable for any incidental, indirect, special, or consequential costs or damages including, without limitation, downtime cost, unavailability of or damage to data; or software restoration. To the extent allowed by local law, these limitations shall apply regardless of the basis of liability, including negligence, misrepresentation, breach of any kind, or any other claims in the contract.

4. Indemnity

- a. The selected agency shall indemnify and defend EdCIL / Client against all third-party claims of infringement of patent, trademark/copyright or industrial design rights arising from the use of the supplied software/ hardware, documents, other artefacts, deployed Team Members and related services or any part thereof (“Deliverables”).
- b. EdCIL / Client stand indemnified from any employment claims that the hired manpower /Team Members / agency’s manpower may opt to have towards the discharge of their duties in the fulfilment of the purchase orders.
- c. Each party also stands indemnified from any compensation arising out of accidental loss of life or injury sustained by such party’s manpower while discharging their duty towards fulfilment of the purchase orders caused by the negligence or willful misconduct of the other Party or its agents and representatives.

5. Termination of Contract

- a. EdCIL should, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Successful bidder, terminate the Contract in whole or part:
 - i. If the Successful bidder fails to complete the work within the period(s) specified in the order, or within any extension thereof granted by EdCIL; or
 - ii. If the Successful bidder fails to perform any other obligation(s) under the Contract.
 - iii. If the Successful bidder, in the judgment of the EdCIL has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
 - iv. For the purpose of this Clause:
 - 1. “Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
 - 2. “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition;

- v. In the event the EdCIL terminates the Contract in whole or in part, the EdCIL should procure, upon such terms and in such manner, as it deems appropriate, Goods or Services similar to those undelivered, and the Successful bidder should be liable to the EdCIL for any excess costs for such similar Goods or Services. However, the Successful bidder should continue the performance of the Contract to the extent not terminated.

6. Fall Clause

- a. The Bidder undertakes that the rates quoted in the financial bid for each item is not higher than the rate offered for similar work to any other PSU/Educational Department/Govt. Educational Department. In case, if the price charged by bidder is more, EdCIL will have the right to recover the excess charged amount from the subsequent/unpaid bill of the supplier, provided all conditions of the work including time, scope, logistics, specifications, and country are same.

7. Force Majeure

- a. Neither EdCIL nor the Bidder shall be responsible for delay or default in the performance of its obligations due to contingencies beyond its control, such as fire, flood, civil commotion, earthquake, war, strikes or government action. If such event prevents either of them from performing its obligations under this TENDER DOCUMENT, the concerned would promptly notify the other. Notwithstanding this clause, they shall ensure that they comply with the terms of this TENDER DOCUMENT to the maximum extent possible.

8. Resolution of Disputes

- a. In the event of any Dispute between the Parties, all attempts shall be made to amicably resolve the Dispute by proper discussion and consultation.
- b. If the Dispute is not resolved either Party may refer the Dispute to arbitration in accordance with the provision of Arbitration Clause.

9. Arbitration

- a. If any dispute arises out of the contract with regard to the interpretation, meaning and breach of the terms of the contract, the matter shall be referred to a sole arbitrator as per Arbitration and Conciliation Act, 1996 of Government of India or any statutory modifications or re-enactment thereof.
- b. All legal proceedings shall have to be lodged in courts situated in New Delhi (India).

10. Escalation Matrix:

- a. The bidder should provide at-least 3 level escalation matrix for providing resolution of the complaints at local level

11. Intellectual Property

- a. The Bidder shall perform all acts necessary to obtain and continue to have all necessary licenses, approvals, consents of third parties free from any encumbrances and all necessary technology, hardware and software to enable it to perform the Consultancy and all its obligations. If license agreements are necessary or appropriate between the

Bidder and third parties for purposes of enabling, enforcing, or implementing the provisions hereinabove, the Bidder shall be under an obligation to enter into such agreements at its own sole cost, expense, and risk.

Section - IX

Annexure – I

Tender Compliance Sheet

S. No.	Description	Yes/No with Page No.
1.	BID SECURITY(EMD) Whether the bidder has attached the Bid Security?	
2.	Amount of Bid Security (EMD) as per bid requirement or not?	
3.	Date of issue of Demand Draft for EMD	
4.	Validity of the Demand Draft 180 days from submission of bid or not?	
5.	Bid validity 180 days or not?	
6.	Whether the bidder has quoted for all the items & services in the Schedule?	
7.	Whether price as per Financial Bid quoted or not?	
8.	Whether Project Timeline as per bid agreed or not?	
9.	Payment terms as per bid agreed or not?	
10.	Letter of proposal signed and enclosed with the bid offer	
11.	Financial Proposal Covering Letter	
12.	Signed copy of the tender document submitted	
13.	Power of Attorney	

Annexure – II

Letter of Proposal

To,
Chief General Manager (DES)
EdCIL (India) Limited
EdCIL House, 18 A,
Sector-16 A NOIDA – 201301 (U.P.), India

Sub: Selection of Service provider for Establishing a Project Management Unit for Implementation, Operations and Governance of Vidya Samiksha Kendra, Telangana.

Dear Sir,

With reference to your Tender Document dated, having examined all relevant documents and understood their contents, hereby submit our Proposal for selection as Service Provider for Establishing a Project Management Unit for Implementation, Operations and Governance of Vidya Samiksha Kendra, Telangana. The proposal is unconditional and unqualified.

All information provided in the Proposal and in the subsequent annexures is true and correct and all documents accompanying such Proposal are true copies of their respective originals signed and stamped by the authorized signatory.

This statement is made for the express purpose of appointment as the Service Provider for Establishing a Project Management Unit for Implementation, Operations and Governance of Vidya Samiksha Kendra, Telangana.

We shall make available to the Committee any additional information it may deem necessary or require for supplementing or authenticating the Proposal.

As instructed, we have attached the following documents in response:

1. Tender Compliance Sheet as per Annexure -1
2. Abstract of Relevant Experience and Qualification of Team Members as per Annexure -3
3. CV Format for Team Members as per Annexure -4
4. Performance Bank Guarantee Format as per Annexure – 5
5. Contract Form as per Annexure – 6
6. Power of Attorney as per Annexure – 7

The Financial Proposal is being submitted in a separate cover. This Technical Proposal read with the Financial Proposal shall constitute the Application which shall be binding on us.

We agree and undertake to abide by all the terms and conditions of the Tender Document. In witness thereof, We submit this Proposal under and in accordance with the terms of the Tender Document.

Sincerely Yours,

Signature of the Bidder Representative

[Full name & Designation of Bidder Representative]

Firm Name

Stamp _____

Date:

Place:

Encl.: As above.

Note:

1. This is to be furnished on the letterhead of the organization.
2. It is expressly clarified that before submitting the Proposal, Bidder must have carefully examined the contents of all the attached documents and any failure to comply with any of the requirements of the Tender Document will be at the Bidder's risk.
3. It is mandatory to submit all the annexures in full in response to the Tender Document. The response of those Bidders who have not submitted all the annexures in full shall not be considered.

Annexure – III

Abstract of Relevant Experience and Qualification of Team Members

S.No	Position	Name of the Team Member	Qualification	Work Experience (In Years)	Work Experience (Number of Projects) (As Project Manager/ Team Lead)
1	Project Manager				
2	Data Analyst				
3	Software Engineer				
4	Business Analyst				

Signature of the Bidder Representative

[Full name & Designation of Bidder Representative]

Firm Name

Stamp_____

Date:

Place:

Annexure – IV

CV Format for Team Members

	Name			
	Position			
	Date of Birth			
	Education			
	Experience			
Employment Record	From	To	Company	Position Held
Brief Profile				
Countries of Experience				
Languages				
Work Undertaken that Best Illustrates Capability to Handle the Task Assigned				
Nature of Work	Year	Location	Position Held	Activities Performed
<p>Certification</p> <p>I certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.</p> <p>Additionally, I also certify that I shall be available for the entire duration of the contract.</p> <p>Signature of Team Member _____ Date: _____</p>				

Annexure – V

Performance Bank Guarantee Format

Name of the Bank: _____

To

EdCIL (India) Limited

EdCIL House, 18 A, Sector-16 A

NOIDA – 201301 (U.P.)

In consideration of the EdCIL acting through _____ (Designation & address of Contract Signing Authority), (hereinafter called “The EdCIL (India) Ltd”) having agreed under the terms and conditions of agreement/ Contract Acceptance letter No. _____ Dt : _____ Made between _____ (Designation & address of contract signing Authority) and _____ (here in after called “the said Agency” for the work _____ (here in after called “the said agreement”) having agreed for submission of a irrevocable Bank Guarantee Bond for _____ (_____ only) as a performance security Guarantee from the Agency for compliance of his obligations in accordance with the terms & conditions in the said agreement.

1. We _____ (Indicate the name of the Bank) hereinafter referred to as the Bank, undertake to pay to the EdCIL (India) Ltd an amount not exceeding _____ (_____ only) on demand by the EdCIL (India) Ltd.
2. We _____ (Indicate the name of the bank, further agree that (and promise) to pay the amounts due and payable under this guarantee without any demur merely on a demand from the EdCIL (India) Ltd through the Chief General Manager (DES), EdCIL (India) Ltd, Noida or _____ (Designation & Address of contract signing authority), stating that the amount claimed is due by way of loss or damage caused to or would be caused or suffered by the EdCIL (India) Ltd by reason of any breach by the said Agency of any of the terms of conditions contained in the said agreement or by reason of the Agency failure to perform the said agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding _____ (_____ Only).
3. (A) We _____ (indicate the name of Bank) further undertake to pay to the EdCIL (India) Ltd any money so demanded notwithstanding any dispute or dispute raised by the Agency in any suite or proceeding pending before any court or Tribunal relating to liability under this present being absolute and unequivocal.

(B) The payment so made by us under this Performance Guarantee shall be a valid discharge of our liability for payment there under and the Agency shall have no claim against us for making such payment.

4. We _____ (Indicate the name of bank) to further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the EdCIL (India)

Ltd under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged by _____ (Designation & Address of contract signing authority) on behalf of the EdCIL (India) Ltd, certify that the terms and conditions of the said agreement have been fully and properly carried out by the said Agency and accordingly discharges this guarantee.

5. (A) Notwithstanding anything to the contrary contained herein the liability of the bank under this guarantee will remain in force and effect until such time as this guarantee is discharged in writing by the EdCIL (India) Ltd or until (date of validity/ extended validity) whichever is earlier and no claim shall be valid under this guarantee unless notice in writing thereof is given by the EdCIL (India) Ltd within validity/ extended period of validity of guarantee from the date aforesaid.

(B) Provided always that we _____ (indicate the name of the Bank) unconditionally undertakes to renew this guarantee or to extend the period of guarantee form year to year before the expiry of the period or the extended period of the guarantee, as the case shall be on being called upon to do so by the EdCIL (India) Ltd. If the guarantee is not renewed or the period extended on demand, we _____ (indicate the name of the Bank) shall pay the EdCIL (India) Ltd the full amount of guarantee on demand and without demur.

6. We _____ (indicate the name of Bank) further agree with the EdCIL (India) Ltd that the EdCIL (India) Ltd shall have the fullest liberty without our consent and without effecting in any manner out of obligations hereunder to vary any of the terms and conditions of the said contract from time to time or to postpone for any time or from time to time any to the powers exercisable by the EdCIL (India) Ltd against the said Agency and to forbear or enforce any of the terms and conditions of the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Agency for any bearance act or omission on the part of the EdCIL (India) Ltd or any indulgence by the EdCIL (India) Ltd to the said Agency for by any such matter or thing whatsoever under the law relating to sureties for the said reservation would relive us from the liability.
7. This guarantee will not be discharged by any change in the constitution of the Bank or the Agency.
8. We, _____ (indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the EdCIL (India) Ltd in writing.
9. This guarantee shall be valid up to (Date of Completion plus 90 Days). Unless extended on demand by EdCIL (India) Ltd. Notwithstanding anything to the contrary contained hereinbefore, our liability under this guarantee is restricted to Rs..... (Rs.....only) unless a demand under this guarantee is made on us in writing on or before..... we shall be discharged from our liabilities under this guarantee thereafter.

Dated: The Day of For
(indicate the name of bank)

Witness

- 1
2.

Signature of Banks Authorized official
(Name)_____
Designation with Code No. -----
Full Address-----

Annexure – VI

Contract Form

THIS AGREEMENT made the day of 2023 between EdCIL (Hereinafter called "the Purchaser") of the one part and (Name & address of Successful bidder)

(Hereinafter called "the Successful bidder") of the other part:

“EdCIL” and “the Successful bidder” collectively referred to as “Parties” and individually as “Party”.

PREAMBLE

1. WHEREAS EdCIL is a Central Public Sector Enterprise (CPSE) under the Ministry of Education (MoE), Government of India, offering consultancy and Project Management services in all areas of education and human resource development within India and Overseas as well, with expertise holding special relevance for the education sector in the developing world and its strength in tailoring solutions to match exacting ground realities, which speaks volumes of the organization's commitment to educational values. EdCIL seeks to meet social, economic, and cultural challenges through consulting services, technical assistance and strengthening the overall growth and development nationally and even beyond national boundaries with special focus on developing countries.
2. AND WHEREAS vide Tender Ref. No. EdCIL/DES/VSK/001 (hereinafter collectively “the Tender”) EdCIL invited bids from eligible agencies for entering into rate contract for supply, installation, commissioning, and maintenance of Interactive Integrated Digital Board.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and constructed as part of this Agreement, viz.,
 - a. The Financial Bid submitted by the Bidder;
 - b. The Scope of work defined;
 - c. The Terms & Conditions of the tender document
 - d. The EdCIL's Notification of Letter of Award/Work Order
3. In consideration of the payments to be made by the EdCIL to the Successful bidder as hereinafter mentioned, the Successful bidder hereby covenants with the EdCIL to provide the goods and services and to remedy defects herein in conformity in all respects with the provisions of the Contract.
4. The EdCIL hereby covenants to pay the Successful bidder in consideration of the provision of the goods and services and the remedying of defects therein, the Contract prices or such other sum as shall become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS where of the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the

said (For the EdCIL)

in the presence of

Signed, Sealed and Delivered by the

said (For the Successful bidder)

in the presence of

Note:

In addition to the contract agreement a Non-Disclosure Agreement will be signed between the successful bidder and EdCIL post award of work.

Annexure – VII

Power of Attorney

Know all men by these presents, we..... (name of firm and address of the registered office) do hereby constitute, nominate appoint and authorize Mr./Ms.....son/daughter/wife of and presently residing at....., who is presently employed with /retained by us and holding position of.....as our true and lawful attorney

(hereinafter referred to as the “Authorized Representative”) to do in our name and on our behalf, all such acts, deeds and things are as necessary or required in connection with or incidental to submission of our proposal for and selection as the <project title> for the <name of the client>.....project, proposed to be developed by the

..... (the “client”) including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre bid and other conferences and providing information /responses to the client, representing us in all matters before the Client, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with the client in all matter in connection with or relating to or arising out of our Proposal for the said project /or upon award thereof to us till the entering into of the Agreement with the client.

AND we do hereby agree to ratify and confirm all acts, deeds and things lawful done or caused to be done by our said Authorized Representative pursuant to and in exercise of the powers conferred by this power and Attorney and that all acts, and things done by our said Authorized Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

[IN WITNESS WHEREOF WE.....THE ABOVE-NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON

THIS DAY OF 2023.

For (Name and registered address of client)

(Signature, name, designation, and address)

Witness

1. (Signature, name, and address)

2. (Signature, name, and address)

Notarized

Accepted

.....

(Signature, name, designation, and address of the attorney)

Notes:

1. The mode of the execution of the power of Attorney shall be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants (s) and when it is so required the same should be under seal affixed in accordance with the required procedure.
2. Wherever required, the bidder should be submitted for verification of the extract of the charter documents and other documents such as a resolution/Power of Attorney in favor of the person executing this Power of Attorney for delegation of power hereunder on behalf of the bidder.
3. For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power and Attorney is being issued. However, the Power of Attorney provided by the bidders from countries that have signed The Hague Legislation Convention, 1961 are not required to be legalized by the Indian Embassy as it carries a conforming Apostle certificate.

Financial Proposal

Annexure – I

Financial Proposal Covering Letter

To,
Chief General Manager (DES)
EdCIL (India) Limited
EdCIL House, 18 A,
Sector-16 A NOIDA – 201301 (U.P.), India

Subject: Selection of Service provider for Establishing a Project Management Unit for Implementation, Operations and Governance of Vidya Samiksha Kendra, Telangana.

Dear Sir,

We, (Bidder's name) enclose herewith the Financial Proposal for Selection of Service provider for Establishing a Project Management Unit for Implementation, Operations and Governance of Vidya Samiksha Kendra, Telangana.

We agree that this offer shall remain valid for a period of 180 (one hundred and eighty) days from the Proposal Due Date or such further period as may be mutually agreed upon.

Sincerely Yours,

Signature of the Bidder Representative
[Full name & Designation of Bidder Representative]
Firm Name
Stamp _____
Date:
Place:
Encl.: As above.

Note:

1. The Financial Proposal is to be submitted strictly as per forms given in the RFP.

Annexure – II

Financial Proposal

S.No.	Profile	Man-Month Rate (In INR) (A)	Applicable Taxes (In INR) (B)	Period of Deployment (in months) (C)	Total Cost (Inclusive of Taxes in INR) (A+B)*C
1	Project Manager*1			6	
2	Data Analyst*2			2	
3	Software Engineer*2			4	
4	Business Analyst*1			2	
Total Cost of Manpower (in INR) (1+2+3+4)					
Total Cost of Manpower (in INR) (in words) _____					

Note:

- **The financial evaluation will be on the basis of the total cost of manpower.**
- The firm must avoid any error while quoting prices for the services as per the format given. If any discrepancy is found in the RFP response, it will be rejected.
- The quoted rates should be in accordance with the scope of work for individual profile.
- The quoted price should be inclusive of all expenses and applicable taxes.
- The above quoted price shall remain valid for at least 6 months from the last date of submission.
- No other charges will be paid beyond the above quoted price.
- No TA/DA is admissible for the deployment of agency Team Members on projects anywhere in India. However, TA/DA shall be payable directly by the end-client for undertaking any tour in project interest on production of travel documents or other necessary documents in original subject to approval of competent authority of the end-client.
- The bid price shall include all expenses i.e., conveyance charges, all taxes and levies, PF, gratuity, etc., and shall be in Indian Rupees.

Signature of the Bidder Representative

[Full name & Designation of Bidder Representative]

Firm Name

Stamp _____

Date:

Place: