

BID DOCUMENT

NATIONAL COMPETITIVE BIDDING

**SELECTION OF AGENCY FOR DESIGN AND
DEVELOPMENT OF OLABS FOR CENTRAL
INSTITUTE OF EDUCATIONAL TECHNOLOGY,
NCERT**

TENDER NO.: EdCIL/DES/CIET/2024



EdCIL (India) Limited

A Govt. of India Category-I Mini Ratna CPSE

EdCIL House, Plot No. 18A, Sector 16A,

Noida-201301 (U.P.) India

Tel: 0120 – 2512001-006, FAX: 0120-2515372

**Reg. Office: 7th Floor, Amba Deep, 14, KG Marg, New
Delhi-110001**

CIN No: U74899DL1981GOI011882

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 EdCIL (India) Limited 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 EdCIL 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 EdCIL 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 EdCIL, 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 EdCIL accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

EdCIL, 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.

EdCIL 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. EdCIL 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 EdCIL is

bound to select a Bidder or to appoint the Selected Bidder, as the case may be, for the Project and EdCIL 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 EdCIL, 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 EdCIL 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.

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**Notice Inviting Tender
(e-Tendering mode)
EdCIL (INDIA) LIMITED
(A Govt. of India Mini Ratna CATEOGRY-I CPSE)
SECTOR 16A, NOIDA**

N.I.T. No.: EdCIL/DES/CIET/2024

Name of work	Selection of agency for “Design and Development of Olabs For CIET, New Delhi”
The Currency in which payment shall be made	Indian Rupees (INR)
Date of Issue/Publishing	10.10.2024
Document Download Start Date	10.10.2024
Last date & time for seeking clarification, if any	17.10.2024 till 10:00 hrs through email. Pre bid meeting on 18.10.2024 at 11:30 hrs
Last Date and Time for receipts of Bids	04.11.2024 at 16:30 Hrs. 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	04.11.2024 at 17:00 hrs
Earnest Money Deposit	Rs. 4,00,000 (Rupees Four Lakh Only) in form of Bank Guarantee / Demand Draft. Scanned copy to be uploaded with tender documents and original BG/ DD has to be submitted. In case EMD is submitted in the form of BG, the BG should be valid till 180 days after the bid validity date, as per Annexure-IX. The list of banks is detailed in Annexure-XI
No. of Covers	02 (Two Packets)
Bid Validity days	180 days (From last date of opening of tender)
Performance Bank Guarantee (PBG)	3% of the total contract value of the successful bidder. PBG is required to be submitted within 14 days from the date of issue of LOA as per Annexure-X
Email Address	ramashankar@edcil.co.in , destenders@edcil.co.in
Corporate Office	EdCIL House, 18-A, Sector 16A, Film City, Noida, Uttar Pradesh 201301

Chief General Manager (DES)
EdCIL (India) Limited,
18 A, Sector-16A, Noida-201 301
Tel: 91-120-2512001 to 2512006

CHAPTER- I

Bid Submission Documents

1.1 Bid Submissions:

The Online bids (complete in all respect) must be uploaded online in two Envelope as explained below: -

Sl. No.	Documents	Content	File Types
1.	Technical Bid	Organization Declaration Sheet as per Annexure-I	.PDF
		Letter of Undertaking as per Annexure-II	.PDF
2.		Undertaking of non-blacklisting as per Annexure-III	.PDF
3.		Annual Average Turnover as per Annexure-IV	.PDF
4.		Annual Average Turnover for Content as per Annexure-V	.PDF
		List of Orders Completed During Last 5 years for Govt. Organizations / Autonomous Institutes in India as per Annexure VI	.PDF
5.		Power of Attorney as per Annexure VII	.PDF
6.		Letter of Bid Submission as per Annexure VIII	.PDF
7.		Earnest Money Deposit as per Annexure IX	.PDF
8.		List of Labs to be developed as per Annexure XII	.PDF
9.	Performa for declaration on proceedings under insolvency and bankruptcy code, 2016 Annexure-XIV	.PDF	
10.		Price bid sheet as per bid form and Financial Bid Submission Form	.PDF
11.	Financial Bid		

Note: Technical Bid should not contain any financial terms.

INSTRUCTIONS FOR E-TENDERING

Instructions for Online Bid Submission:

- E-tendering is new technology for conducting public procurement in a transparent and secured manner. As per Government of India's directive, EdCIL (India) Limited has adopted E-tendering.
- For conducting electronic tendering, EdCIL (India) Limited has decided to use Electronic tender portal link available with detailed information on e-tendering process. This portal built using Electronic tender's software is referred to as <http://www.tenderwizard.com/EDCIL>.
- The bidders are required to submit soft copies of their bids electronically on <http://www.tenderwizard.com/EDCIL> e-tendering website, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the Tender Wizard E-Tendering Portal, prepare their bids in accordance with the requirements and submitting their bids online on the Tender Wizard E-Tendering Portal.
- The scope of work to be tendered is available in the complete bid documents which can be viewed /downloaded from Tender Wizard E-Tendering Portal of <http://www.tenderwizard.com/EDCIL>. Both Technical Bid and Financial Bid will be submitted concurrently duly digitally signed in the website <http://www.tenderwizard.com/EDCIL>. No claim shall be entertained on account of disruptions of internet service being used by bidders. Bidders are advised to upload their bids well in advance to avoid last minute technical snags.
- All Corrigendum/Amendment/Corrections, if any, will be published on the website <http://www.tenderwizard.com/EDCIL> as well as on EdCIL's website.
- It is mandatory for all the applicants to have class-III Digital Signature Certificate (in the name of person who will sign the bid document) from any of the licensed certifying agency (Bidders can see the list of licensed Certifying Agencies from the link www.cca.gov.in) to participate in e-Procurement of EdCIL.
- It is mandatory for the bidders to get their firm/company registered with e-procurement portal of EdCIL, i.e. www.tenderwizard.com/EDCIL to have user ID & password by submitting a non-refundable annual registration charges as follows:

1	Registration charges for 1 year	Rs. 2000/-
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(exclusive of taxes, levies, etc.) which can be paid online using the e-payment gateway to KEONICS through the portal address mentioned above. The registration so obtained by the prospective bidder shall be valid for one year from the date of its issue and shall be subsequently renewed.

- Participant shall safely keep their User ID and password, which will be issued by the service provider i.e. KEONICS Ltd. upon registration, and which is necessary for e-tendering.
- Bidders are advised to change the password immediately on receipt of activation mail.
- Bidders shall not disclose their User ID as well as password and other material information relating to the e-tendering to any one and safeguard its secrecy.
- Submit your tender well in advance by relevant documents along with copy of EMD of tender submission deadline on **Tender Wizard E-Tendering Portal** <http://www.tenderwizard.com/EDCIL>, as there could be last minute problems due to internet timeout, breakdown, etc.
- Tenders should be submitted only through Tender Wizard E-Tendering Portal and obtain the Tender Acknowledgement copy as a proof of successful submission.
- Vendors are requested to contact at Tender wizard Helpdesk for any information regarding E-tendering / training.
 - For online registration, intended bidders may write us at harishkumar.kb@etenderwizard.com or contact no. 080-40482100/9964074577/9650520101.
 - For any further query related to Training Session, Tender Uploading/downloading or any other query related to tender please contact Tender wizard Helpdesk.
 - Telephone: 080-40482100/9650520101/9964074577 or write us mail on EmailId:-
harishkumar.kb@etenderwizard.com, ratan.thakur@etenderwizard.com,
varun.b@etenderwizard.com.

PREPARATION OF BIDS

- Bidder should take into account any corrigendum/addendum published on the portal before submitting their bids.
- Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents-including the names and content of each the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/ schedule and generally, they can be in PDF format. Bid documents may be scanned with 100dpi with black and white option.

SUBMISSION OF BIDS

- Bidder should log into the site well in advance for bid submission and complete all formalities of registration (at least two days in advance of the closing date) so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be sole responsible for any delay in uploading of bid within the stipulated time.
- The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- Bidder has to pay EMD as applicable through demand draft/BG as per tender condition in favour of “**EdCIL (India) Ltd**” payable at **Noida** and enter details of the instruments. Original copies of demand draft/BG for EMD are required to be submitted.
- A standard Financial Bid form has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the financial bid format is found to be modified by the bidder, the bid will be rejected.
- The server time will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

ASSISTANCE TO BIDDERS

Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority. For any other tender related queries bidders are requested to contact on below given numbers/email.

Telephone/ Mobile/ E-mail ID	<p>Vendors Training Program: Vendors are requested to contact at Tender wizard Helpdesk Office for any information regarding E-tendering / training.</p> <p>a) For online registration, intended bidders may write us at harishkumar.kb@etenderwizard.com or contact no. 080-40482100/9964074577/9650520101.</p> <p>b) For any further query related to Training Session, Tender Uploading/downloading or any other query related to tender please contact Tender wizard</p>
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	<p>Helpdesk.</p> <p>Telephone: 080-40482100/9650520101/9964074577 or write us mail on Email:Id:- harishkumar.kb@etenderwizard.com, ratan.thakur@etenderwizard.com, <a href="mailto:varun.b@etenderwizar
rd.com">varun.b@etenderwiza rd.com & cc to: destenders@edcil.co.in</p>
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MINIMUM REQUIREMENTS AT BIDDER'S END

- Computer System having configuration with minimum Windows 7 or above, and Broadband connectivity
- Digital Certificate(s)

CHAPTER-II

Term of Reference & Definitions

Term	Definition
Supplier	“Supplier” means any company responding to the SELECTION OF SYSTEM INTEGRATOR FOR “DEVELOPMENT OF OLABS FOR CIET, NCERT”
Client	CENTRAL INSTITUTE OF EDUCATIONAL TECHNOLOGY, NCERT
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.
Bid	"Bid" means the response to this document presented in Two Packets, Technical Cum Commercial Bid and Financial Bid, which are supplied with necessary documents and forms as given in Annexure, complete in all respect adhering to the instructions and spirit of this document.
Bidder	“Bidder” means any company responding to Request for Proposal and who makes a Bid.
Contract	“The Contract” means the agreement entered into between EdCIL and the selected bidder(s) in terms of clauses mentioned
Day	“Day” means a working day as per rules of EdCIL.
EMD	Earnest Money Deposit
D.D	Demand Draft
EdCIL	EdCIL (India) Limited, Noida (A Mini Ratna Category -I CPSE)
TC	Tender Committee
PBG	Performance Bank Guarantee
Security Deposit (SD)	Amount of the Order Value deposited by the Bidder and retained till the successful completion of the project (as long as the bidder fulfills the contractual agreement).
Services	“Services” means the services to be delivered by the successful bidder and as required to run the project successfully as per the Contract.
RFP/Tender	“ RFP ”/Tender means the Request for Proposals
Order	“Order” shall mean the Purchase Order/Work order and its attachments and exhibits.
Consignee	“Consignee” shall mean EdCIL (India) Limited/ end client.
EdCIL/ Purchaser	“EdCIL/ Purchaser” shall mean EdCIL (India) Limited.
Bidder	“Bidder” means any company responding to Request for Proposal and who makes a Bid.
DIKSHA	Digital Infrastructure for Knowledge Sharing

CHAPTER-IV

INSTRUCTION TO BIDDERS

4.1 Due date:

The tender has to be submitted before the due date and time. The offers received after the due date and time will not be considered.

4.2 Preparation of Bids:

The offer/ bid shall be submitted in two bid systems (i.e.) Technical Bid and Financial Bid. The technical bid shall consist of all technical details along with commercial terms and conditions. Financial bid shall indicate component wise price for all the mentioned component in the financial bid in the given PDF format.

4.3 Language of Proposal:

The proposal prepared by the bidder and all correspondence and documents relating to the RFP exchanged by the bidder and the Client, shall be written in the English language, provided that any printed literature furnished by the firm may be written in another language so long as accompanied by an English translation in which case, for purposes of interpretation of the bid, the English translation shall govern.

4.4 Cost of Bidding:

The bidder shall bear all costs associated with the preparation and submission of its bid, including cost of presentation for the purposes of clarification of the bid, if so desired by the client and client will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

The bidder is expected to carefully examine all instructions, forms, terms and specifications in the bid document. Failure to furnish all information required in the bid document or submission of a bid not substantially responsive to the bid document in every respect will be at the firm's risk and may result in the rejection of the bid.

4.5 EMD:

The Bidder should submit EMD of Rs. 4,00,000/- through BG/Demand Draft drawn in favor of "EdCIL (India) Limited" payable at NOIDA along with the bid. The Bid sent without EMD would be considered as UNRESPONSIVE and will not be considered for evaluation.

In case EMD is submitted in the form of BG, the BG should be valid till 180 days after the bid validity date, as per Annexure-X.

The list of banks from where the EMD shall be acceptable is detailed in Annexure XI.

Note: Bidders registered with MSME/Startup and having valid registration certificate issued by NSIC/MSME/Startup are exempted for submission of EMD. **However, MSMEs/Startup are required to submit their financial solvency certificate of minimum amount of Rs. 1.5 Crore issued not earlier than 3 months from the last date of bid submission. In case of failure of submission of Solvency certificate, the submitted bid shall be summarily rejected and shall not be considered for further evaluation.**

4.6 Refund of EMD:

- I. The EMD will be returned to unsuccessful Bidder(s) after the award of the work to the successful bidder.
- II. 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.
- III. In Case of Successful Bidder, the EMD shall be returned after submission of 3% Performance security.

4.7 Acceptance/ Rejection of bids:

- I. EdCIL reserves the right to reject any or all offers without assigning any reason.
- II. EdCIL at its sole discretion, having regard to the capacity of the L1 BIDDER to develop the entire quantity of the LABs, decide to split the LABs development in the following manner:
 - i. The splitting of the total Contract quantity of LABs between three qualified bidders, the ratio shall be 40:30:30 and in case of two qualified bidders the ratio shall be 60:40, as the case may be.
 - ii. The Ratio shall apply provided the L1 rate accepted will be counter offered to the L2 and/or L3 qualified Bidder. On acceptance of the counteroffer, the order will be placed on L2 or L3 qualified Bidder or both as per the above specified ratio.

4.8 Performance Security

- I. The successful bidder should be required to deposit Performance security equivalent to 3% of contract value to EdCIL within 14 days from the date of issue of Work Order. The Performance security should be issued in favor of "EdCIL (India) Limited" in the form of DD/BG to be valid for a period of 90 days beyond the date of completion of Contract period. This Performance security shall be retained throughout the currency of the contract and should be extended by the bidder from time to time, as

required by EdCIL. The list of bank from where the Performance security shall be acceptable is detailed in Annexure XI.

- II. Performance security shall be returned to the successful bidder only after 90 days of the successful completion of the Contract. In case of any shortfall of any activity/ specification/ other terms and conditions of the contract, EdCIL reserves the right to recover damages or loss from the due the payment or by the encashment of Performance security.

4.9 Amendment in Tender Document

At any time up to the last date for receipt of RFP, EdCIL may, for any reason, whether at his own initiative or in response to a clarification requested by a prospective firm, modify the Bid Document by an amendment. The amendment will be notified on EdCIL's website and will be binding.

CHAPTER-V

Scope of Work

EdCIL (India) Limited on behalf of CIET, NCERT invites bids on tender wizard portal from Prospective bidders for the Design and development of Olabs for CIET, NCERT, New Delhi.

5.1 Introduction

OLabs are computer-based simulations that provide learners with the opportunity to practice and develop skills in a virtual environment. They are designed to mimic real-world scenarios and can be used for a wide range of training and educational purposes. A Olab allows learners to perform activities that help them pick up key components of a particular skill, which could be either cognitive or psychomotor, or both. These skills may include memory processes, motor skills, spatial thinking, critical thinking, and problem-solving skills. Learners have the freedom to perform 3-D experiments without supervision or without exposure to any kind of risks. Olab users need computers with suitable capabilities and need to be connected to the Internet to enable them to work on all experiments.

5.2 Components of Olabs

1. **Introduction Section:** This section introduces the skill to be taught, offering insights into its relevance and practical applications.
2. **Concepts Section:** Through 2D and 3D animations and videos, the concepts section explains the fundamental principles and theories underpinning the skills, aiding learners in connecting theory with practice.
3. **Demonstration Section:** Detailed video demonstrations of the skills in action are provided in this section, allowing learners to observe and understand the techniques experts use.
4. **Practice Section:** In this segment, students can actively engage with the skills through immersive 3D simulations, enabling them to practice and refine their abilities in a controlled environment.
5. **Assessment Section:** Students will undergo assessments in this section to evaluate their skill mastery, ensuring they have a clear understanding of their progress.
6. **Assignment Section:** Assignments will be given to students to enhance their skill development further, encouraging the practical application of their knowledge.

The following table provides a comprehensive overview of the key components of the OLaboratory, including their respective content, the media employed, and the duration of each section, offering a clear breakdown of the learning experience.

PARTICULARS	SPECIFICATIONS
Aim	Objective of the content
Theory	Age-appropriate content presented in a learner friendly manner with detailed diagrams, flow charts, etc.
Procedure	Materials required with pictures, steps to be followed and experiment specific precautions
Video	6-8 mins (may vary as per the requirement of the content)
Animation	6-8 mins (may vary as per the requirement of the content)
Simulation	3D simulation of the experiment/activity
Self-evaluation	Interactive self-evaluation: around 10 questions (must include Higher Order Thinking skill questions, Activity based questions and how the learner relates the studied concept with day-to-day activities)

5.3 Features/ Requirements

The features of a O lab can vary depending on specific application and organisation but some of the salient features of a O lab are as follows:

- **Scientifically validated**

Because of its virtual nature, a O lab cannot eliminate the need for scientific principles. The design and development of a O lab must be based on a scientific fact, and the skill-practising process and methods. The working principles should be explained scientifically and validated by the experts in the field or sector.

- **Pedagogically Sound Approach**

The design of the OLab must adhere to the pedagogic principles in education and psychology. It is necessary to design autonomous skill operation activities suitable for students of a range of age groups to enable them to learn according to their psychological development when designing a OLab.

- **Focus on Interactive Simulations**

Simulations measure performance or allow users to be assessed by a process appropriate to the situation or a job role. Simulations can replace a live training session, or at an advanced level that may be more expensive, less realistic, hazardous to replace, or ethically less favourable. The principle of interactivity in designing a OLab is convenient for learners to operate and control. To gain a better understanding of skills, virtual training should have strong interactive functions that allow learners to fully express their subjectivity and conduct skill training and cooperation by participating in the operation and skill training process.

- **Aesthetically appealing and pleasing**

The design of a OLab should reflect the inherent aesthetic and also conform to the aesthetic psychology of users. The images, textual content and illustrations should be appealing to the users and the navigational aspects should help the users in engaging themselves in learning.

- **Remote Experiment User**

A remote experiment is a real experiment with real laboratory instruments and equipment that can be controlled by a computer through the internet. The OLABs should be developed in a manner that it enhances the user interface to perform skill activities of various job roles though use of a virtual environment and remote experiments.

- **Assessment and Feedback**

This feature should the users or learners to test their skills and receive immediate feedback on their performance. This can include multiple choice questions, written responses or performance-based assessments.

- **Gamification**

Elements of game playing (including rules to follow, scoring points, etc.) should be included to encourage engagement of users or learners. Teachers should be able to use game-based pedagogy for teaching and motivation. This feature can make learning experiences more engaging and interactive by incorporating elements of a game design, such as points badges etc. into a OLAB.

- **Collaborative Learning**

This feature allows learners to work together on tasks and projects providing opportunities for social interaction and peer to peer learning.

- **Customizable Settings**

This feature allows the OLAB to be tailored to the specific needs of the learners such as skill level or language preference.

- **Data Analytics**

This feature allows instruction to track or analyse learners' progress and performance providing insights into areas where they may need additional support and guidance.

- **Mobile compatibility**

This feature will allow learners to access the OLABs on mobile devices, making it more accessible and convenient. A mobile first design is recommended, to ensure maximum reach of the OLABs.

- **Scalability**

This feature will allow the OLAB to be adapted and expanded as per the needs of the users and organisations evolve over a period of time.

5.4 Development of different committees

The selected bidder will be responsible for the end-to-end development and integration of the OLABs. The main responsibilities include:

- Identifying and engaging Subject Matter Experts for the development of content
- Developing detailed designs - storyboards, interactive prototypes and get it signed off by client.

- Develop OLabs components.
- Create a focus group of students and teachers for testing the first release, for feedback.
- Rollout and integration of the OLabs on DIKSHA

5.4.1 Subject Matter Experts Team

The Subject Matter Experts (SMEs) team will be setup by the bidder and will be responsible for the development of course material based on competencies identified by the experts from the Industry or the Sector. It will ensure that the content developed for the OLabs have value in the form of new age technologies, tools and instruments. The experts must involve proficient Vocational Teachers/Instructors so that these Vocational Teachers/Trainers (VTs) can be developed as “Master Trainers” for training other VTs on the use of OLabs at a later stage.

The Subject Matter Experts of the successful bidder will work on the following:

1. Development of an analysis sheet for each week /module/ unit/ topic in a prescribed format.
2. Orienting Instruction Design (ID) Team for storyboard development.
3. Development of the content for the Olabs as per the storyboard.

5.4.2 Technology Support Team

The roles and responsibilities of the Technology Support team of the bidder will be to provide technical support, maintaining IT systems, and providing guidance on IT-related issues.

5.5 Guidelines for developing OLabs.

The labs to be developed along with their learning objectives, are detailed at Annexure- XII.

5.5.1 Video

- The voice narration for videos or presenter narrative should be in clear neutral English and Hindi without accents.
- The video should be in the format of a demonstration style.
- The focus of the video is on the job activity and not on the presenter. Also, on screen narration should be given while demonstrating the job.
- The presenter on the screen must be shown for a minimum duration (preferably at the beginning and at the end) to make same video useable in other regional languages easily.
- Every exercise should start with the presenter welcoming the viewers and briefly explaining the activities that are going to be dealt in the exercise.
- The audio has to be clear and of superior quality. Make sure that there is no distracting background noise.

- The backdrop and surrounding view should be clean and free of any distraction items.
- The plant and machinery, tools, and equipment used for demonstration should be of good quality.
- Direct references to specific study materials or videos or online content other than CIET should be avoided.
- Proper safety gear and the following of safety precautions should be ensured throughout the programme.

5.5.2 Instruction for video recording

- The video shooting should be done in HD Camera/Higher resolution only. It is also recommended to use Tripod to avoid shaky video. Artificial white light (only) is to be added if the environment is dark and the use of lapel mic/ clip mic/ body mic/ collar mic is recommended.
- As per the requirement, the items/objects must be zoom-in/zoom-out for a clear view Long/Short takes.
- The recording should be done from a different angle to suit the requirement and avoid monotony.
- The expert needs to provide detailed descriptions and illustrations on the script/ lesson plan/demonstration plan, in order for the video recorder to visualize the output before shooting.
- While filming, ensure that enough light is available while recording without any shadows on the job/demonstration.
- Repetitive visuals and restricting the same visual for a short duration should be avoided.
- The visuals and commentary should be appropriate and should match the on screen content.

5.5.3 Guidelines for subject Matter Experts(SME)

- If the exercise/video needs more than the specified time, it shall be taken in two or more sessions and the same is to be mentioned at the time of developing the script/lesson plan/demonstration plan by the SME.
- The script/lesson plan/demonstration plan should also describe the video, 2D, 3D, onscreen text and images description.
- The presenter should have a decent look of an instructor with a proper dress code suitable for that particular exercise (like a uniform or formal dress).
- The presentation should be in simple language with proper pronunciation, speed, modulation and appropriate expression.
- Use captions. Points should appear one by one as per the commentary so that the viewers concentrate on the appropriate point at a particular time.
- Before starting the new topic, the expert/presenter should devote 1-2 minutes to refresh the previous topic.
- Plagiarized content must be avoided.

5.6 Designing of OLabs

The design should consider the results of the needs analysis and should be based on best practices and proven instructional design principles. The design plan should also include details on the technical specifications, such as hardware and software requirements.

Some common elements that may be included in the design of a OLabs are as follows:

- a. Text modules, images and graphics.
- b. Interactive and engaging activities, animations and simulations that allow users to practice and apply the skills being taught.
- c. Video and audio instruction by subject matter experts.
- d. Quizzes and assessments to test understanding and progress.
- e. Interactive forums or messaging boards for users to ask questions and receive feedback.
- f. Case-based scenarios, case studies and infographics.
- g. Access to additional resources and materials, such as e-books or weblinks.
- h. Tracking and reporting features to monitor progress and identify areas for improvement.
- i. Compatibility with a range of devices and platforms, to ensure that users can access the lab from anywhere and on any device.

5.7 Guidelines for developing OLabs

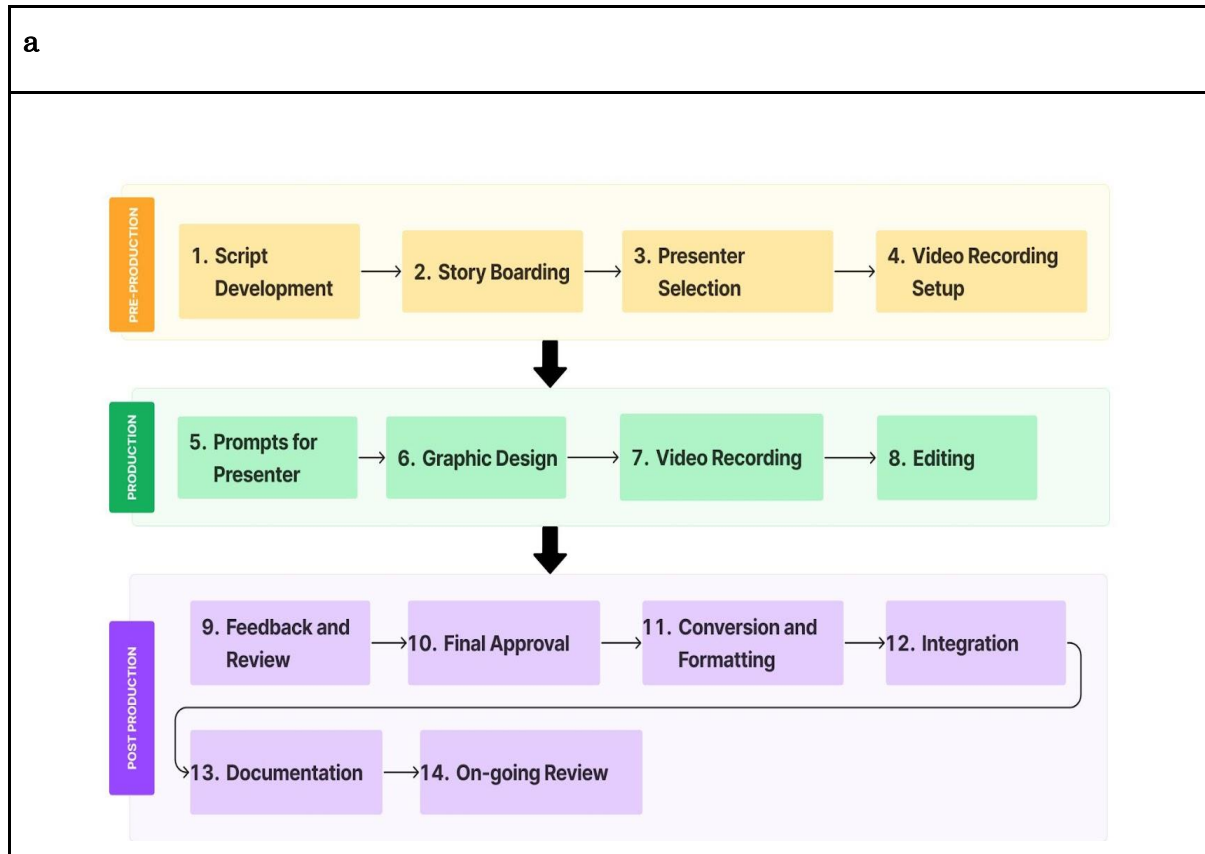
The Olab will be deployed on the DIKSHA platform; the technical requirements for each media type are outlined below.

Formats Supported
1. Document based - PDF, EPUB (Max size 50 MB)
2. Audio file MP3 (Max size 150 MB)
3. Video based and Animation based - MP4, WEBM (Max size 15 GB)
4. Interactive / Engaging content - H5P, HTML ZIP (Max size 15 GB)
The HTML Folder should have the following structure
1. Css (folder)
2. Js (folder)
3. Images (folder)

4. Soundfile (folder)
5. index.html
6. Web GL (Size limit-10 MB)

5.8 Creation Process for each OLab Component

5.8.1 Demonstration Videos for a OLab

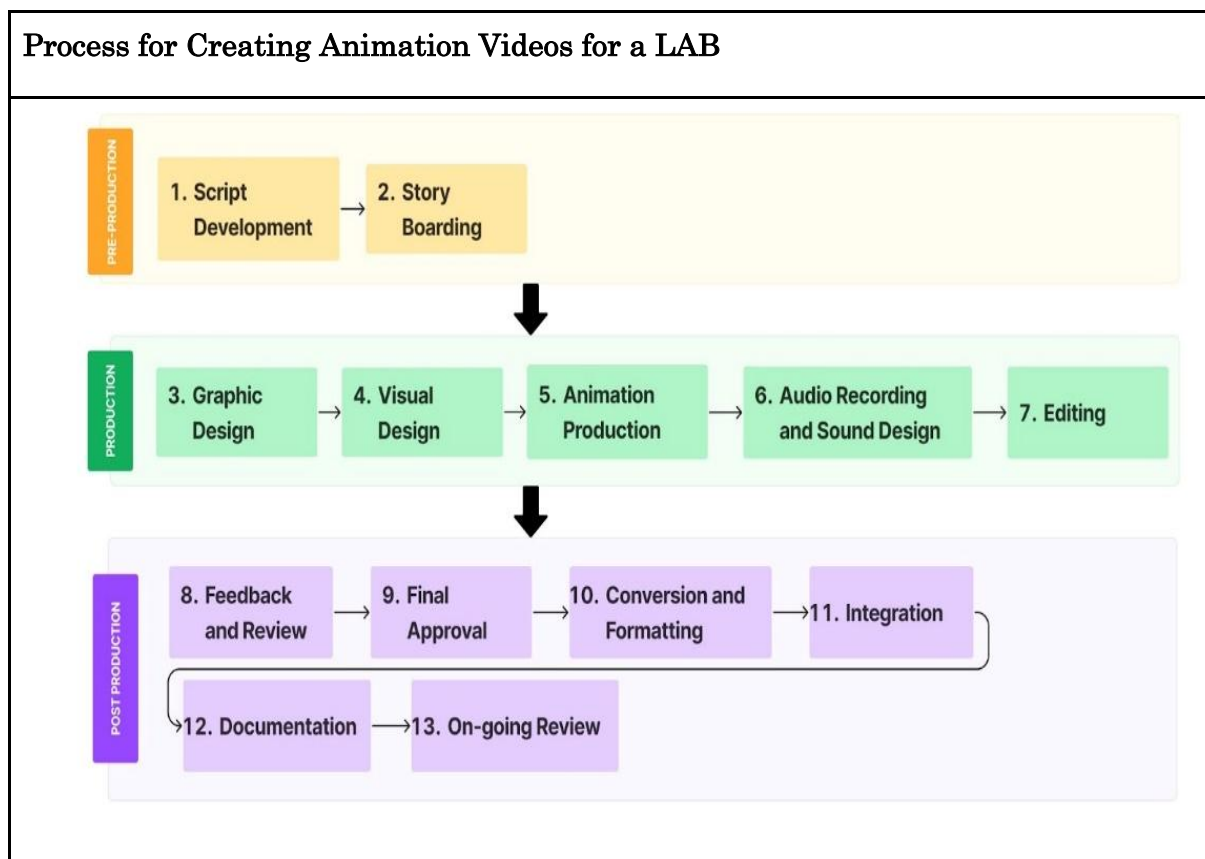


Task	Description
Script Development	<ul style="list-style-type: none"> Write a detailed script that corresponds to the storyboard. The script should include clear and concise instructions for the presenter and any on-screen text or annotations.
Storyboarding	<ul style="list-style-type: none"> Collaborate with the instructional designers to understand the specific visuals needed for the video. Create a visual storyboard that outlines each scene or step in the demonstration video.
Presenter Selection	<ul style="list-style-type: none"> Choose a suitable presenter with expertise in

	<p>the skill to be demonstrated.</p> <ul style="list-style-type: none"> • Ensure the presenter can communicate effectively and clearly.
Video Recording Setup	<ul style="list-style-type: none"> • Prepare the recording location with appropriate lighting and a clean, uncluttered backdrop. • Set up cameras, microphones, and any necessary recording equipment. • Make sure all the equipment or props required are available.
Prompts	<ul style="list-style-type: none"> • Work closely with the scriptwriter to include prompts and cues for the presenter within the script. • These prompts should guide the presenter on when to perform specific actions or explain key points.
Graphic Design	<ul style="list-style-type: none"> • Design any necessary graphics, diagrams, charts, or visual aids that will enhance the understanding of the skill. • Ensure that the graphics are clear, visually appealing, and support the learning objectives.
Video Recording	<ul style="list-style-type: none"> • Record the demonstration video according to the script and storyboard. • The video should focus on the practical aspects of the skill, providing a step-by-step guide.
Editing	<ul style="list-style-type: none"> • Compile all the video footage recorded during the demonstration. • Trim the video to remove any unnecessary or off-topic segments. • Add graphics, diagrams, and text overlays to highlight key points and steps during the demonstration. • Incorporate transitions between scenes or steps to create a seamless flow. • Review and enhance audio quality, removing any background noise or interruptions. • Export the edited video in a format suitable for online platforms.
Feedback and Review	<ul style="list-style-type: none"> • Share the video with subject matter experts or relevant stakeholders for feedback.

	<ul style="list-style-type: none"> • Make revisions based on feedback to improve clarity and quality.
Final Approval	Once the video is refined and meets the necessary standards, obtain final approval from the project team.
Conversion and Formatting	Convert the video to the required format and ensure it meets size and compatibility requirements.
Integration	Integrate the final video into the OLab platform or e-learning environment.
Documentation	Maintain documentation that includes the video script, storyboard, feedback, and approval records.
Ongoing Review	<ul style="list-style-type: none"> • Periodically review the video to ensure it remains accurate and relevant. • Update the video as needed to reflect any changes in best practices or safety guidelines.

5.8.2 Animation Videos for a LAB

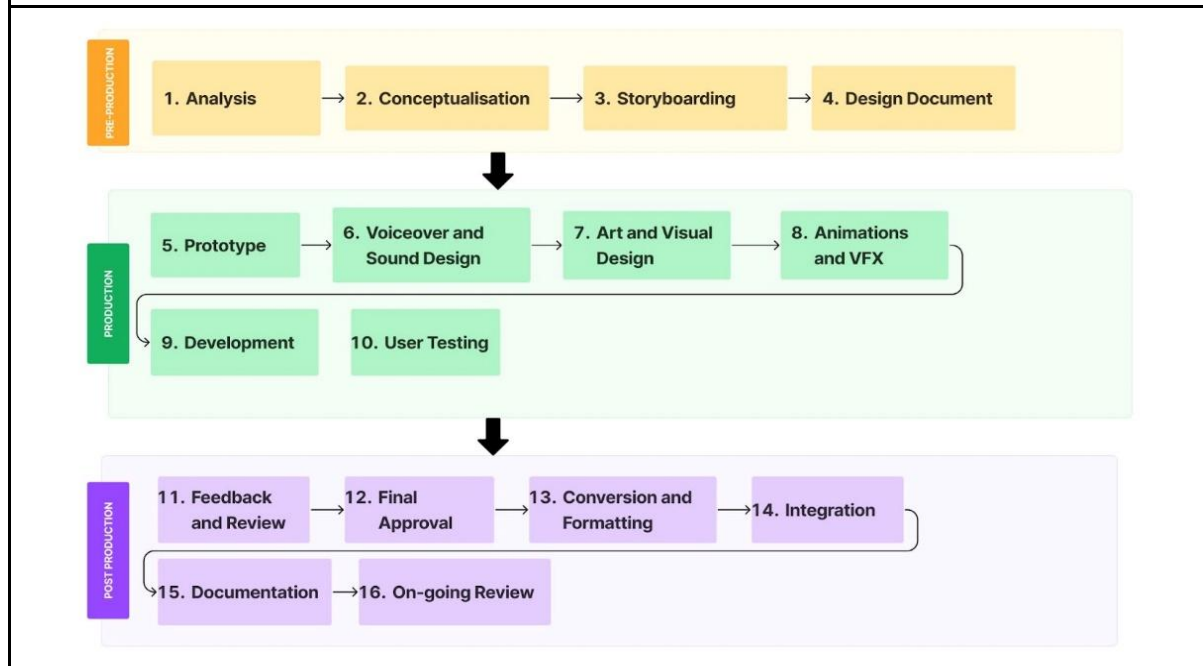


Task	Description
Script Development	<ul style="list-style-type: none"> • Write a detailed script that corresponds to the storyboard. • The script should include clear and concise instructions for the presenter and any on-screen text or annotations.
Storyboarding	<ul style="list-style-type: none"> • Collaborate with the instructional designers to understand the specific visuals needed for the video. • Create a visual storyboard that outlines each scene or step in the demonstration video.
Graphic Design	<ul style="list-style-type: none"> • Design any necessary graphics, diagrams, charts, or visual aids that will enhance the understanding of the skill. • Ensure that the graphics are clear, visually appealing, and support the learning objectives.
Visual Design	<ul style="list-style-type: none"> • Design 2D and 3D assets, such as characters, objects, and backgrounds, that align with the subject matter. • Ensure that the visuals are engaging and convey the theoretical content effectively.
Animation Production	<ul style="list-style-type: none"> • Animate the visuals according to the storyboard. This includes movement, transitions, and any interactions between elements. • For 2D animation, software like Adobe Animate or Toon Boom Harmony can be used. • For 3D animation, software like Blender or Maya is commonly used.
Audio Recording and sound designing	<ul style="list-style-type: none"> • Record a clear and engaging voiceover that narrates the theoretical content. • Sync the voiceover with the animation. Additionally, add background music and sound effects to enhance the video's quality.
Editing	<ul style="list-style-type: none"> • Compile all the video footage recorded during the demonstration. • Trim the video to remove any unnecessary or off-topic segments. • Add graphics, diagrams, and text overlays to highlight key points and steps during the demonstration. • Incorporate transitions between scenes or steps to

	<p>create a seamless flow.</p> <ul style="list-style-type: none"> • Review and enhance audio quality, removing any background noise or interruptions. • Export the edited video in a format suitable for online platforms.
Feedback and Review	<ul style="list-style-type: none"> • Share the video with subject matter experts or relevant stakeholders for feedback. • Make revisions based on feedback to improve clarity and quality.
Final Approval	Once the video is refined and meets the necessary standards, obtain final approval from the project team.
Conversion and Formatting	Convert the video to the required format and ensure it meets size and compatibility requirements.
Integration	Integrate the final video into the OLab platform or e-learning environment.
Documentation	Maintain documentation that includes the video script, storyboard, feedback, and approval records.
Ongoing Review	<ul style="list-style-type: none"> • Periodically review the video to ensure it remains accurate and relevant. • Update the video as needed to reflect any changes in best practices or safety guidelines.

5.8.3 Online Simulations for a LAB

Process for Creating Online Simulations for a LAB



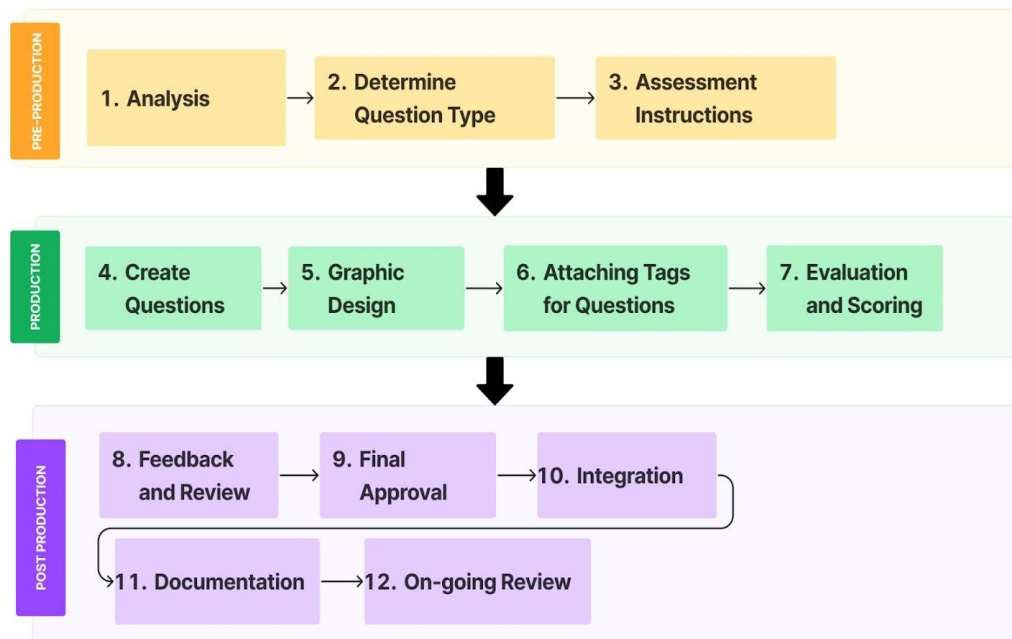
Task	Description
Analysis	<ul style="list-style-type: none"> Identify the knowledge and skill level of the learners. Consider the devices and platforms the simulation should be compatible with.
Conceptualization	<ul style="list-style-type: none"> Generate concepts and scenarios that align with the learning objectives. Set clear rules, parameters, and variables for the simulation.
Storyboarding	<ul style="list-style-type: none"> Identify key scenes, user interactions, decision points, and the desired learning outcomes for each section. Create a visual representation of the simulation's flow, interactions, and outcomes.
Design Document	<ul style="list-style-type: none"> A Design Document for a simulation can be used to outline the goals, mechanics, and features of the simulation. They often share design principles with

	<p>games, including interactivity and user engagement.</p>
Prototype	<ul style="list-style-type: none"> • Use relevant software or development tools to create a basic interactive prototype of the simulation. • Focus on functionality and user interactions rather than aesthetics at this stage.
Voiceover and Sound design	<ul style="list-style-type: none"> • Record a clear and engaging voiceover that narrates the simulation instructions and descriptions. • Add background music and sound effects to enhance the Simulation's quality.
Art & Visual Design	<ul style="list-style-type: none"> • Create an intuitive and user-friendly interface. • Develop scenarios and situations that allow learners to practice and apply the targeted skills. • Create visual assets, objects, and environments that are consistent with the simulation's theme.
Animations & VFX	<ul style="list-style-type: none"> • Create interesting 2D & 3D animations when required • Create engaging visual effects for the simulations, user interactions, and outcomes.
Development	<ul style="list-style-type: none"> • Select an authoring tool or software that matches the simulation's requirements. Tools like Unity, Articulate Storyline, or HTML5/JavaScript libraries can be used. • Develop the simulation's logic, including interactions, feedback, and scoring mechanisms. • If the simulation involves 3D environments or objects, develop the 3D assets. • Integrate graphics, animations, and sounds into the simulation.
User Testing	<ul style="list-style-type: none"> • Conduct usability tests with a group of

	<p>representative learners to identify and resolve issues.</p> <ul style="list-style-type: none"> • Test the simulation on different devices and browsers to ensure compatibility.
Feedback and Review	<ul style="list-style-type: none"> • Share the simulation with subject matter experts or relevant stakeholders for feedback. • Make revisions based on feedback to improve clarity and quality.
Design for mobile	<ul style="list-style-type: none"> • Applications as well as for PC. Designing for mobile would need to ensure the optimization of simulations as well, as UI designs etc
Final Approval	Once the simulation is refined and meets the necessary standards, obtain final approval from the project team.
Conversion and Formatting	Ensure the simulation meets size and compatibility requirements.
Integration	Embed the simulation within the e-learning module or OLab.
Documentation	Maintain documentation that includes the simulation script, storyboard, feedback, and approval records.
Ongoing Review	<ul style="list-style-type: none"> • Periodically review the simulation to ensure it remains accurate and relevant. • Update the simulation as needed to reflect any changes in best practices or safety guidelines.

5.8.4 Assessments for a LAB

Process for Creating Assessments for a LAB

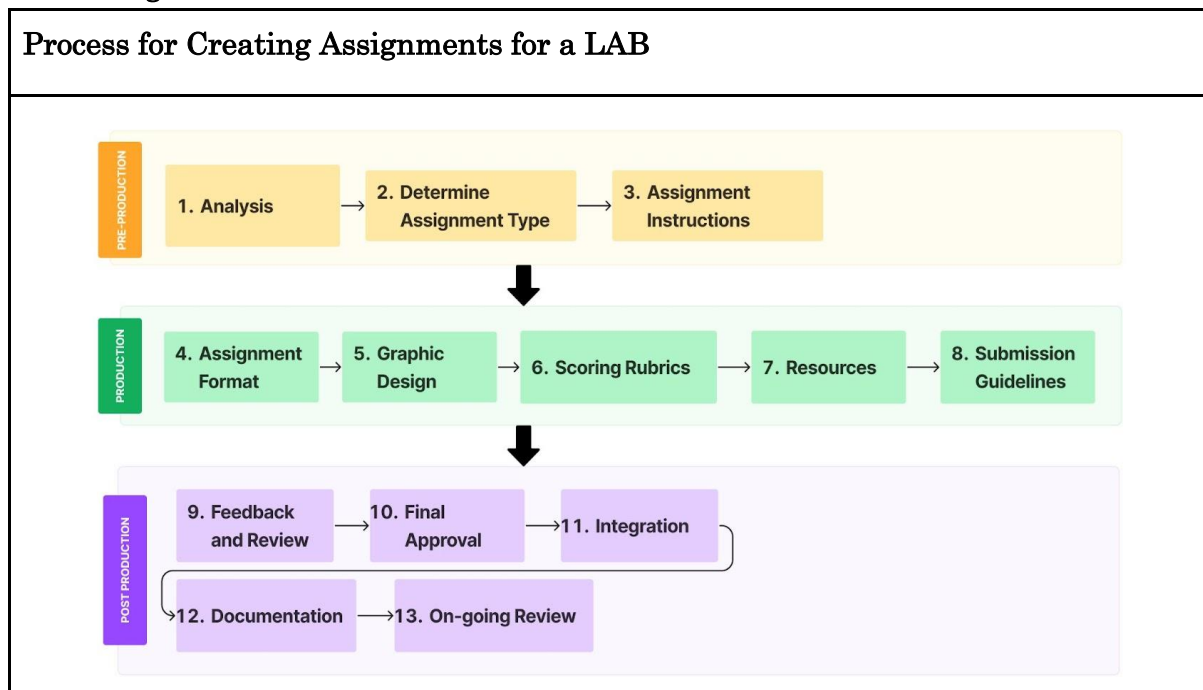


Task	Description
Analysis	<ul style="list-style-type: none"> Identify the knowledge and skill level of the learners. Identify the lesson and topic for which the assessment is being created.
Determine Question Type	<ul style="list-style-type: none"> Decide on the type of question Consider the cognitive level or Bloom's Taxonomy category that aligns with the question type.
Assessment Instructions	<ul style="list-style-type: none"> Write clear and detailed instructions for the assessment. Guide how to complete the assessment.
Create the Questions	<ul style="list-style-type: none"> Define Your Learning Objectives Write the Question Provide a Hint

	<ul style="list-style-type: none"> • Develop the Solution • Determine the Correct Answer
Graphic Design	Develop any images, figures, graphs, or tables required to add to the questions.
Attaching the tags for the questions	<p>Specify various tags for each question by looking at the below categories</p> <ul style="list-style-type: none"> • Type of the question • Lesson • Topic • Level • Bloom's Taxonomy category tags
Evaluation & Scoring	<ul style="list-style-type: none"> • Assign Marks • Define Time Constraints
Feedback and Review	<ul style="list-style-type: none"> • Identify the steps related to refining the assessments based on the results and feedback from learners. • Ensure the questions align with Academic Standards
Final Approval	Once the entire assessment is refined and meets the necessary standards, obtain final approval from the project team.
Integration	<ul style="list-style-type: none"> • Upload the assessment, including all its parameters, to the platform • Deploy the assessment to your learners, making it available for them to complete.
Documentation	Maintain documentation for all questions, tags, and their scoring.
Ongoing Review	<ul style="list-style-type: none"> • Use the assessment results to refine your teaching approach. • Identify areas where learners may need additional support or enrichment.

5.8.5 Assignments for a LAB

Process for Creating Assignments for a LAB



Task	Description
Analysis	<ul style="list-style-type: none"> Identify the knowledge and skill level of the learners. Identify the lesson and topic for which the assignment is being created. What should students achieve or demonstrate by completing this assignment?
Determine Assignment Type	Determine the type of assignment you want to create. Common types include essays, problem sets, projects, presentations, etc.
Assignment Instructions	<ul style="list-style-type: none"> Write clear and detailed instructions for the assignment. Guide format, length, resources, and any specific requirements.
Assignment Format	Choose the format in which students should submit their assignments (e.g., Word document, PDF, online form, etc.).
Graphic Design	Develop any images, figures, graphs, or tables required to add to the questions.

Scoring Rubric	<ul style="list-style-type: none"> • Develop a scoring rubric or grading criteria that clearly outlines how you will assess and evaluate the assignments. • Include categories like content, organization, originality, references, etc.
Resources	List any required or recommended resources, materials, or references that students should use for the assignment.
Submission deadline and guidelines	<ul style="list-style-type: none"> • Set a clear deadline or due date for the assignment. • Specify how and where students should submit their assignments. • Provide instructions on the submission process.
Feedback and Review	<ul style="list-style-type: none"> • Identify the steps related to refining the assignments based on the results and feedback from learners. • Ensure the questions align with Academic Standards
Final Approval	Once the entire assignment is refined and meets the necessary standards, obtain final approval from the project team.
Integration	<ul style="list-style-type: none"> • Upload the assignment, including the solutions • Deploy the assignment to your learners, making it available for them to complete.
Documentation	Maintain documentation for all questions and their solutions.
Ongoing Review	<ul style="list-style-type: none"> • Review the results and reflect on the effectiveness of the assignment. • Consider whether it met the learning objectives and if any improvements can be made for future assignments.

5.9 Project Delivery

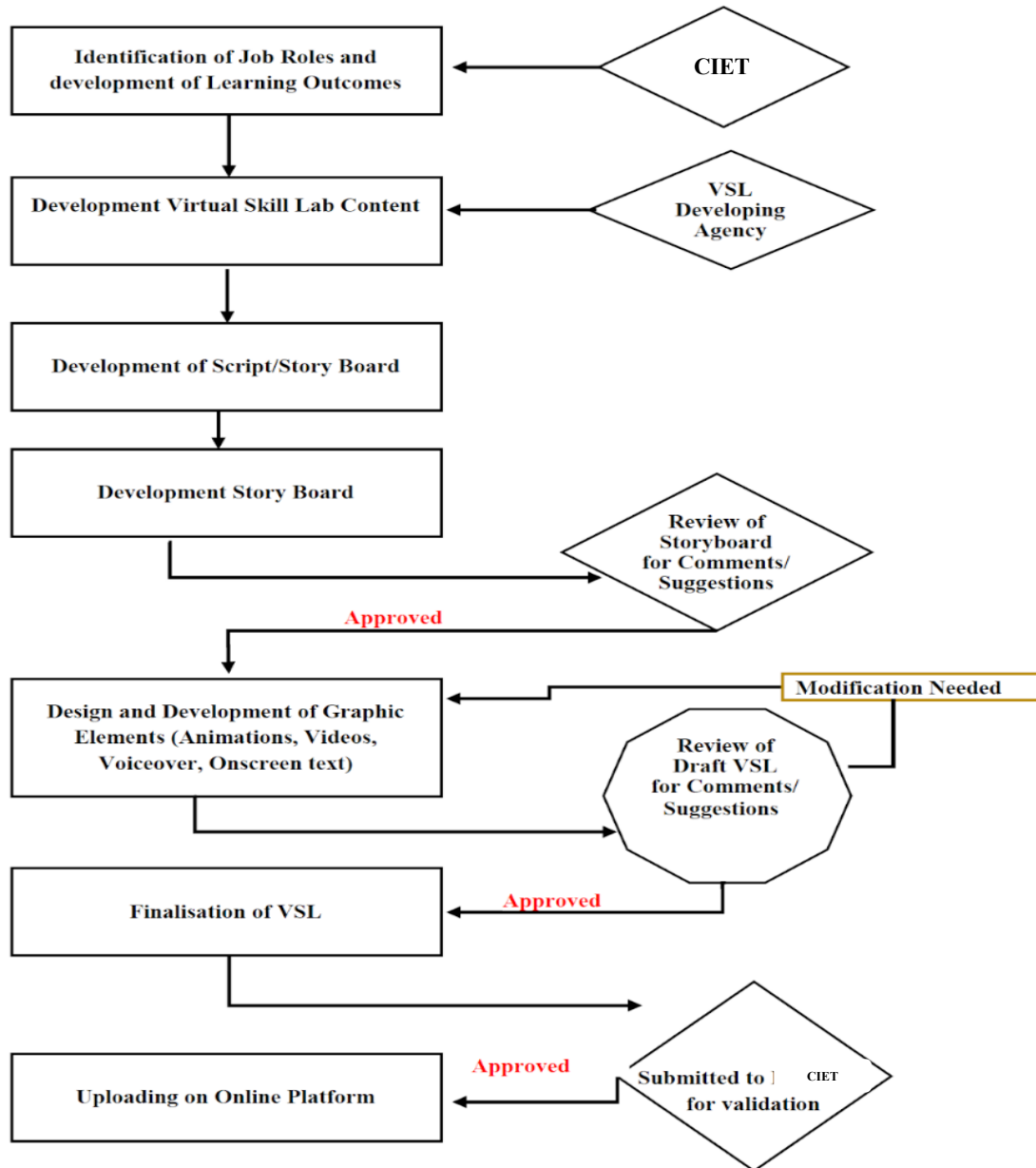
The Olab developed should be in the format given below:

PARTICULARS	SPECIFICATIONS
Title	Title of the Experiment/Activity
Aim	Objective of the experiment/activity
Learning outcomes and competencies	Based on NEP 2020, NCF-FS (2022), NCF-SE (2023), syllabus, textbooks, lab manuals and the document published by NCERT, learning outcomes and competencies must be listed for each experiment/activity/class/age group.
Pedagogical procedure/strategies	<p>Appropriate pedagogical strategies/maxims of teaching should be quoted where the experiment can be utilized in theory classes and practical sessions.</p> <p>Example- Class -XI Subject: Biology Title: Respiration in germinating buds or seeds Pedagogical Procedure: Observation method/ Experiential Learning</p> <p>Experiment of respiration in germinating buds or seeds can be shown for different seeds, students can be asked to observe the difference in respiration rate and record readings for each seed in a tabular form, then analyse and infer results based on their understanding and present the same in the class.</p>
Theory	<p>Class and age group appropriate content. Language should be simple and short. The following content types must be included:</p> <ul style="list-style-type: none"> ● Infographics ● Concept maps ● Flow charts ● Detailed diagrams
Procedure	<ul style="list-style-type: none"> ● Materials/Apparatus required with images in realistic. ● Steps to be followed. <ul style="list-style-type: none"> ○ Preparation

	<ul style="list-style-type: none"> ○ Setup ○ Measurement ○ Data recording ○ Clean up/closing up an experiment or activity. ● Experiment/activity-specific safety and precautions to be adopted by users.
3D/2D Video	<p>Duration of the virtual lab should be 6-8 mins (may vary as per the requirement of the content)</p> <ul style="list-style-type: none"> ● Experiments/activities should be shown ● Close ups of the result of the experiment/activity must be the major focus. ● Must conclude with daily life situation examples relating the theory in practice.
3D Simulation	<p>3D simulation of the experiment/activity with the following specifications:</p> <ul style="list-style-type: none"> ● facility of performing it following trial and error method/Explorative and Flexible design could be adopted ● Provision of multiple variables that can be adjusted as per the user's need and preference. ● Special focus on any measuring/data recording/image etc.
Assessment	<p>Interactive self-evaluation- at least 10 questions</p> <p>Type of questions to be included:</p> <ul style="list-style-type: none"> ● Higher Order (reasoning/logical) Thinking skill questions ● Activity-based questions ● How the learner relates the studied/explored concept with day-to-day activities
FAQ	<p>Provide information with simulation and animation to the students what will happens if</p> <ul style="list-style-type: none"> ● Any steps missed while doing experiment/activity. ● Wrongly added chemical/sample

	<p>substances/solution/solvent etc while doing experiment.</p> <ul style="list-style-type: none"> • Not following the steps for doing experiments.
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5.10 Workflow for the development of a LAB



Flow chart I

5.11 Specific Points to take care:

- The content developer of the bidder shall warrant that there is no infringement of any patent or intellectual property rights caused by the development/conversion of e-contents which are subject matter of this project. EdCIL and CIET will own the copyright in all deliverable materials

created under the project. The content developer shall transfer Intellectual Property Rights (IPR) of all products/LABs/Content developed/enhanced/modified/ configured under this project to the EdCIL and CIET.

- Plagiarism checks - shall be performed to ensure that the content developed by bidder has not been copied from elsewhere. In case the content is found to be plagiarised the selected bidder will have to make necessary changes at no extra cost as per the satisfaction of CIET/EdCIL.
- Software used for checking of plagiarism should be licensed and certificate should be provided with the plagiarism result by the selected bidder.
- Do not use any brand image or logo or any material related to your firm or any other firm in the e-learning content.
- Modular Structure of content- The content to be designed as discrete components within the content whole. In other words, module-wise content should be created for each course if size of video is exceeding than the prescribed limit mentioned above.
- **The Content Strategist should be stationed at Project Locations i.e. CIET for the entire project period.**
- **The Content Strategist shall carry their own devices for performing their duties, no device shall be provided by EdCIL/Client.**

5.12 Copyright

- The developed video will be the sole property of CIET and EdCIL. The bidder under no circumstances will sell, lease, use, lend or donate, share the videos, wholly or partly, to any other client. If any substantial evidence is found, the legal action may be taken by EdCIL.
- The e-learning content developed by bidder should not violate any copy right. If violated the bidder will be solely responsible for legal action.

5.13 Upload Content

The bidder will be responsible for uploading content to the DIKSHA portal. No extra charges shall be paid to bidder for hosting the content on DIKSHA Portal

5.14 The Bidders/ Bidders must consider the following parameters while submitting technical bid:

- Pre-production, shooting and editing, postproduction recording music and professional voice-over.
 - The Bidder's production team will be totally responsible for required infrastructure to shoot the video besides, processing, hiring of camera & lights, other equipment, studio hiring, site selection and procuring all the necessary permission for shoot, catering, transportation, etc. in case of outdoor shooting. No charges shall be paid extra for infrastructure required for shooting.
 - Bidder will be responsible for hiring the crew including, SME, Instruction Designer, Project Manager/Art Director, Videographer, animator etc.

- Bidder will be responsible to meet the post-production charges such as: Studio hire for editing charges, Motion graphics Animation charges, Music composition and voice-over charges (English and Hindi), SME, Instruction Designer and any other related charges.
- The firm should be responsible for Visual Storyboard & Artwork, Voice-over for English & Regional Languages, DOP, Camera Equipment, Lighting, Motion graphics, VFX, Film editing and Buying of Royalty, Free Stock Footage, Images if any.
- Video must be well lighted and sharp images should be there. The shoot site should be clean, and objects shown in the video should be presentable. video reshoot may be required if the videos made by the bidder is found unsatisfactory to EdCIL or CIET.
- The Bidder shall agree to carry out any technical problems related to uploading video content and rectify it after uploading the e-learning content in DIKSHA platform.
- The bidder should submit all the documents related to the development of this e-learning content to CIET and EdCIL after completing of the projects. i.e. All the Source Files, Video, Audio, Images etc for future use.

5.15 Monitoring and supervision of Work/Project

Apart from the CIET/EdCIL, any other Central/State bidder associated in the field of educational e- content shall monitor and supervise the task performed by the bidder and the bidder must comply their recommendations.

5.16 Interpretation of the clauses in the tender Document/Contract Document

In case of any ambiguity in the interpretation of any of the clauses in tender Document and the Contract Document/work order, interpretation of the EdCIL and CIET shall be final and binding on all parties.

5.17 Annual Maintenance Contract (AMC)

The bidder must ensure that the developed content remains relevant and functional, offering an optimal learning experience for users over a three- year span. This contract encompasses regular content updates, technical support, bug fixes, performance monitoring, compliance with standards, documentation updates, quality assurance, and additional considerations.

- **Content Updates:** Regularly review the content to identify outdated information, broken links, or any inaccuracies. Update the content as needed to reflect changes in technology, best practices, or curriculum standards.
- **Technical Support:** Provide technical support to resolve any issues related to accessing or interacting with the content. Ensure that the software and technical infrastructure supporting the LABs are up to date and functioning

properly. This includes any online platforms, simulations, and interactive elements.

- **Bug Fixes:** Address and fix any software bugs, glitches, or errors that may arise in the interactive elements or functionality. Users should be encouraged to report any problems they encounter.
- **Performance Monitoring:** Continuously monitor the performance and usability of the content. Analyse user feedback to identify areas for improvement.
- **Compliance and Standards:** Verify that the content remains compliant with educational standards and, if applicable. Ensure that any required certifications or accreditations are maintained.
- **Review & Recommendations:** Additionally, the performance of the bidder/bidder will be reviewed periodically by a committee. The reviewing committee's recommendations must be implemented by the bidder/bidder.
- **Documentation Updates:** Keep all documentation, including user guides and manuals, up to date to reflect changes or improvements in the content.
- **Quality Assurance:** Perform periodic quality assurance checks to guarantee the content's high quality, accuracy, and educational value.
- **Content Originality:** Ensure that the content remains free from plagiarism, adhering to the highest standards of originality. Regularly review the content for any potential instances of plagiarism and take corrective actions if necessary.

5.20 Exit Management & Knowledge Transfer

The bidder must establish an exit management system to ensure a smooth transition at the end of the contract. This system should cover data handover, content transfer, and continuity of services. The bidder is responsible for detailed knowledge transfer to provide in-depth insights into the content's structure and functionality. This knowledge transfer should include comprehensive training and documentation.

- **Transition Planning:** Initiate exit planning well in advance, outlining clear objectives, timelines, and responsibilities to facilitate a smooth handover.
- **Documentation Transfer:** Ensure that all relevant documents, including source codes, content files, configuration data, and access credentials, are systematically transferred to the client. Transfer ownership and access to source codes and software, where applicable. Clarify the technology stack and dependencies, ensuring the client can maintain or modify the content.
- **Data Backup:** Perform a final data backup to secure content, user data, and system configurations, mitigating the risk of data loss during the transition.
- **User Communication:** Develop a comprehensive communication plan to inform stakeholders, and affected parties about the transition process, any service delivery changes, and potential downtime.

- **Training:** Deliver comprehensive training sessions to designated client personnel. Cover content management, system administration, troubleshooting, and tool or platform utilization.
- **Content Maintenance Guidelines:** Provide guidelines on content updates, quality checks, and adherence to educational standards. Discuss content review schedules and the process for content improvements.
- **Troubleshooting and Issue Resolution:** Equip the client with the skills and knowledge to identify and address technical issues effectively, ensuring uninterrupted service.

5.21 Uploading:

Unless specified otherwise in the purchase order, uploading of the content at DIKSHA platform should be undertaken by the successful bidder.

Note: Bidder would be responsible for taking approvals from client at each state as specified in the flow chart I.

5.22 SLA AND PENALTIES:

- The SLA parameters shall be monitored on a Quarterly/yearly basis as per the individual requirement. However, if the performance of the services is degraded significantly at any given point in time during the contract and if the immediate measures are not implemented and issues are not rectified as per the satisfaction of EdCIL/CIET, then the EdCIL will have the right to take appropriate disciplinary actions including termination of the contract.
- In case these service levels cannot be achieved at service levels defined in the agreement, EdCIL shall invoke the performance related penalties.
- In case multiple SLA violations occur due to the same root cause or incident then the SLA that incurs the maximum penalty may be considered for penalty calculation rather than a sum of penalties for the applicable SLA violations.
- Total penalty will be restricted to 10% of the value of the affected Olab (Quarterly or Yearly).
- SLA and Penalties during development of LABs are as follows:

S.No.	Delay in development of OLabs	Penalty
1.	Delay beyond 1 weeks and up to 3 weeks	1% of the total Olab development value.
2.	Delay beyond 3 weeks and up to 6 weeks	5% of the total Olab development value.

3.	Delay beyond 6 weeks and up to 8 weeks	10% of the total Olab development value.
4.	Delay beyond 8 weeks	Termination of Contract along with forfeiture of PBG and No financial obligation to the EdCIL.

5.23 LIQUIDATED DAMAGES:

- (a) **Delay in development of OLabs:** In case of non/partial development of the OLabs within the stipulated period, penalty @ 1% of the value of the affected Lab for every week of delay on the defaulted amount shall be applicable, subject to maximum of 10% of the total work order value. After reaching the penalty to maximum, EdCIL will have the right to take appropriate disciplinary actions including termination of the contract.
- (b) EdCIL reserves its right to recover these amounts by any mode such as adjusting from any payments to be made by EdCIL to the selected Bidder. EdCIL reserves the right to blacklist the bidder in case of default/penalty beyond 10% of the total work order value.

5.24 Technology Advancement

According to the technology advancement successful bidder has to upgrade the content without any extra cost to meet the technology advancement of the market.

5.25 Indemnity:

The selected Bidder shall execute and furnish to EdCIL a Deed of Indemnity in favor of “EdCIL” in a form and manner acceptable to EdCIL, indemnifying EdCIL from and against any costs, loss, damages, expense, claims including those from third parties or liabilities of any kind howsoever suffered, arising or incurred inter alia during and after the Agreement period out of:

- a) Any negligence or wrongful act or omission by the selected Bidder or the selected Bidder’s Team in connection with or incidental to this Agreement; or
- b) A breach of any of the terms of selected Bidder Bid as agreed, the RFP and this Agreement by the Bidder or the selected Bidder’s Team.

The indemnity shall be to the extent of 100% in favor of EdCIL.

5.26 DEVIATION CLAUSE:

EdCIL reserves the right to increase or decrease the quantity to be ordered up to 100 % of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 100% of the contracted quantity during the currency of the contract at the contracted rates. The selected Bidder are bound to accept the orders accordingly.

CHAPTER-VI
Eligibility and Bid Evaluation

6.1 Bid Evaluation Process

Evaluation will be based on the bidder meeting the eligibility criteria, Scoring minimum 70 marks out of 100 marks in the Technical evaluation and subsequently evaluation of financial bid. It is mandatory for the bidder to fulfil all the eligibility criteria to be qualified for technical evaluation.

6.2 Eligibility Criteria:

Documents must be provided in support of the following otherwise bids will be summarily rejected.

S.No.	Specific Requirement	Documents required
1.	The bidder should be a company registered in India under Companies act 1956 or 2013 with their registered office in India in operation for at least 5 years preceding the bid due date. OR The bidder should be a registered Start Up/Trust/MSME with their registered office in India in operation for at least 3 years preceding the bid due date.	<ul style="list-style-type: none"> • Certificate of Incorporation • Memorandum and Article of association • PAN and GST Registration Certificate • In case of change of name/merger etc. details of all relating history must also be submitted.
2.	The bidder should have Articles of Association (in case of registered firms) by Law and the MoA/AoA clearly specify the firm should be either in the business of imparting education through technology-based services or in the Development of Educational digital/e-content or in content libraries or in providing instructions/training in learning.	Company's / Organization's MoA/AoA specifying objectives and scope of work of the firm.
3.	The bidder must have average annual turnover of 5 crores from the business of educational digital/e-content development during the last three financial years, i.e., 2020-21,	<ul style="list-style-type: none"> • Audited profit and loss statement and balance sheet. • Auditor certificate clearly specifying the turnover from IT/ITES services with net profit

	<p>2021-22 and 2022-23. The bidder should have positive net worth in each of the last three financial year i.e., 2020-21, 2021-22 and 2022-23.</p> <p><u>For MSME/NSIC Registered bidder/Startups/Trust</u></p> <p>The bidder must have average annual turnover of 2 crores from the business of educational digital/e-content development during the last three financial year i.e., 2020-21, 2021-22 and 2022-23.</p> <p>The bidder should have positive net worth in each of the last three financial year i.e., 2020-21, 2021-22 and 2022-23.</p>	<p>and positive net worth for each year as per annexure-IV.</p> <ul style="list-style-type: none"> • Auditor certificate clearly specifying the turnover from development of digital/e-content field as per annexure-V <p>MSME Bidders should produce valid registration certificate issued by NSIC/MSME.</p>
4.	<p>The bidder must have successfully executed the work of development of Educational digital/e-content of either single work order of value not less than 4 crore or two work orders of value not less than 2.4 Crores or three work orders of value not less than 2 crores in any of the last 5 years preceding on bid due date for any Indian Government Department / Ministry / State / District / PSU / Autonomous bodies / Universities / Colleges / Schools.</p> <p>The executed work orders should include the following features:</p> <ul style="list-style-type: none"> • Storyboard development • 2D animations • 3D animations • Assignments • Assessments 	<p>Copy of Work order/ Agreement/ Certificate of Completion with satisfactory performance from client.</p> <p>and</p> <p>Following features should be clearly mentioned on work order/ completion certificate/ any certificate issued by client.</p> <ul style="list-style-type: none"> • Storyboard development • 2D animations • 3D animations • Assignments • Assessments <p>In case of non-availability of such certification from client that work order shall not be considered for evaluation.</p>
5.	<p>The bidder should have experience of development of at least 3000 minutes of educational digital/e-content during the last five years preceding on bid due date for Indian Government Department / Ministry / State / District / PSU / Autonomous bodies / Universities / Colleges / Schools</p>	<p>Copy of Work order/ Agreement and Certificate of Completion with satisfactory performance from client</p> <p>and</p> <p>The certificate from client stating the duration of educational content developed.</p>

6.	<p>The bidder should have a minimum 50 employees in company's payroll and shall associated with the content creation, pedagogical creation and reviews</p> <p><u>For MSME/NSIC Registered bidder/Startups/Trust</u></p> <p>The bidder should have a minimum 20 employees in company's payroll and shall associated with the content creation, pedagogical creation and reviews.</p>	<p>Certificate from Company's HR Head consisting Consolidated details of these employees along with their Name, Designation, Contact details, Address, Qualifications, Experience and Domain expertise confirming minimum number of relevant employees as mentioned and</p> <p>The EPF/Professional Tax summary Statements of last 12 Months or contract periods whichever is lower confirming minimum number of relevant employees as mentioned</p>
7.	<p>The bidder should be an ISO 9001:2015, ISO/IEC 20000-1:2018, ISO/IEC 27000-:2013/2015, ISO 14001:2015 certified company</p>	<ul style="list-style-type: none"> • Copy of valid certificate(s) in the name of the bidder attested by the authorized signatory of the company
8.	<p>A Power of Attorney / Board Resolution in the name of the person signing of the tender.</p>	<ul style="list-style-type: none"> • Original Power of Attorney / Board Resolution Copy on a non-judicial stamp paper
9.	<p>The bidder must have a valid PAN and a registration number for GST</p>	<ul style="list-style-type: none"> • Copy of PAN card • Copies of relevant GST registration certificates
10.	<p>Mandatory Undertaking: bidder should:</p> <ul style="list-style-type: none"> • Not be insolvent • Not have been convicted of any criminal offense • Not have been blacklisted by a central / state government institution <p>Comply with requirements of Registration under contract labor (Regulation & Abolish) Act, wherever applicable</p>	<p>The bidder shall furnish an undertaking duly attested by a notary on a non-judicial stamp paper of value INR 100/- (Rupees One Hundred Only)</p>

Note:

The work orders/Agreements/Completion Certificates/Other Certificates (if any) issued in the name of the bidder from Indian Government Department/Ministry/State/District/PSU/Autonomous Bodies/ Universities/ Colleges/Schools shall be considered only for evaluation.

Additional Clauses:

Bid by Consortium is not allowed. Consortium work order shall not be allowed.

Technical Evaluation

The technical evaluation will be conducted based on the relevant support documents submitted by the bidders.

S.No.	Description	Evaluation Criteria	Max Marks	Supporting documents
1.	Bidder's No. of Years in operation in India for the last five years preceding bid due date.	No. of Years \geq 10 Years : 10 Marks No. of Years \geq 7 Years : 7 Marks No. of Years \geq 5 Years : 5 Marks	10	Incorporation certificate to be submitted
2.	The bidder must have average annual turnover of 5 crores from digital/e-content development field during the last three financial year i.e., 2020-21, 2021-22 and 2022-23.	\geq 10 Crore: 15 Marks \geq 8 Crore: 10 Marks \geq 5 Crore: 5 Marks	15	<ul style="list-style-type: none"> Audited profit and loss statement and balance sheet. Auditor certificate clearly specifying the turnover from development of digital/e-content field as per annexure-V
4.	Experience of successfully executing the work of development of educational e-content of for any Indian Government Department / Ministry / State / District / PSU / Autonomous bodies / Universities / Colleges / Schools in last 5 years preceding on bid due date Single project of value not less than 4 crores or Two projects each of value not less than 2.4 crores or Three projects each of value not less than 2 crores will be counted as 1 project.	No. of Project \geq 4 : 20 Marks No. of Project \geq 3 : 15 Marks No. of Project \geq 2 : 10 Marks No. of Project \geq 1 : 5 Marks	20	Copy of Work order/ Agreement/ Certificate of Completion with satisfactory performance from client. and Following features should be clearly mentioned on work order/ completion certificate/ any certificate issued by client. <ul style="list-style-type: none"> Storyboard development 2D animations 3D animations Assignments Assessments In case of non-availability of such

	<p>The executed work orders should include the following features:</p> <ul style="list-style-type: none"> • Storyboard development • 2D animations • 3D animations • Assignments • Assessments 			certification from client that work order shall not be considered for evaluation.
5.	<p>The bidder should have experience of development of at least 3000 minutes of educational digital/e-content during the last five years preceding on bid due date for Indian Government Department / Ministry / State / District / PSU / Autonomous bodies / Universities / Colleges / Schools</p>	<ul style="list-style-type: none"> • 6000 or more minutes will get the maximum 20 marks. • Individual bidders will get marks as follows- = (No. of minutes of educational digital/e-content developed/ 6000)*20 	20	<p>Copy of Work order/ Agreement and Certificate of Completion with satisfactory performance from client and The certificate from client stating the duration of educational content developed.</p>
6.	<p>The bidder should have a minimum 50 employees in company's payroll and shall associated with the content creation, pedagogical creation and reviews</p>	<p>≥ 100 Employees : 15 Marks</p> <hr/> <p>≥ 70 Employees : 10 Marks</p> <hr/> <p>≥ 50 Employees : 05 Marks</p>	15	<p>Undertaking from the HR on the company's letter head along with the PF Certificate.</p>
7.	<p>Technical Presentation (Max 20 Minutes)</p>	<p>Presentation on Proof of Concept (POC) Demonstration on following features:</p> <ol style="list-style-type: none"> 1. In-house content development capacity of the company. 2. Coverage, Projects Under taken in/outside India, Association with Governments 3. Content Availability, 	20	<ul style="list-style-type: none"> • Sample Virtual lab comprising all the required technologies and all the parameters detailed in the scope of work. • Technical proposal comprising all necessary details. • Technical Presentation copy

		<p>Quality/Features of Content, Certifications etc.</p> <p>4. Understanding of Solution, Technology & Functional requirement</p> <p>5. Technical capability and presence of tools/software for developing virtual labs</p> <p>6. Project Planning & Execution Capability</p> <p>7. Demonstration of the Solution</p>		
Total			100	

For MSME/NSIC Registered bidder/Startups/Trust :

S.No.	Description	Evaluation Criteria	Max Marks	Supporting documents
1.	Bidder's No. of Years in operation in India for the last three years preceding bid due date.	<p>No. of Years \geq 7 Years : 10 Marks</p> <p>No. of Years \geq 5 Years : 7 Marks</p> <p>No. of Years \geq 3 Years : 5 Marks</p>	10	Incorporation certificate to be submitted
2.	The bidder must have average annual turnover of 2 crores from digital/e-content development field during the last three financial year i.e., 2020-21, 2021-22 and 2022-23.	<p>\geq 5 Crore: 15 Marks</p> <p>\geq 4 Crore: 10 Marks</p> <p>\geq 2 Crore: 5 Marks</p>	15	<ul style="list-style-type: none"> Audited profit and loss statement and balance sheet. Auditor certificate clearly specifying the turnover from development of digital/e-content field as per annexure-V
4.	Experience of successfully executing	No. of Project \geq 4 : 20 Marks	20	Copy of Work order/ Agreement/

	<p>the work of development of educational e-content of for any Indian Government Department / Ministry / State / District / PSU / Autonomous bodies / Universities / Colleges / Schools in last 5 years preceding on bid due date</p> <p>Single project of value not less than 4 crores or Two projects each of value not less than 2.4 crores or Three projects each of value not less than 2 crores will be counted as 1 project.</p> <p>The executed work orders should include the following features:</p> <ul style="list-style-type: none"> • Storyboard development • 2D animations • 3D animations • Assignments • Assessments 	<p>No. of Project ≥ 3 : 15 Marks</p> <hr/> <p>No. of Project ≥ 2 : 10 Marks</p> <hr/> <p>No. of Project ≥ 1 : 5 Marks</p>		<p>Certificate of Completion with satisfactory performance from client.</p> <p>and</p> <p>Following features should be clearly mentioned on work order/ completion certificate/ any certificate issued by client.</p> <ul style="list-style-type: none"> • Storyboard development • 2D animations • 3D animations • Simulations • Assignments • Assessments <p>In case of non-availability of such certification from client that work order shall not be considered for evaluation.</p>
5.	<p>The bidder should have experience of development of at least 3000 minutes of educational digital/e-content during the last five years preceding on bid due date for Indian Government Department / Ministry / State / District / PSU / Autonomous bodies / Universities / Colleges / Schools</p>	<ul style="list-style-type: none"> • 6000 or more minutes will get the maximum 20 marks. • Individual bidders will get marks as follows- <p>= (No. of minutes of educational digital/e-content developed/ 6000)*20</p>	20	<p>Copy of Work order/ Agreement and Certificate of Completion with satisfactory performance from client and</p> <p>The certificate from client stating the duration of educational content developed.</p>

6.	The bidder should have a minimum 20 employees in company's payroll and shall associated with the content creation, pedagogical creation and reviews	<p>≥ 50 Employees : 15 Marks</p> <p>≥ 35 Employees : 10 Marks</p> <p>≥ 20 Employees : 05 Marks</p>	15	Undertaking from the HR on the company's letter head along with the PF Certificate.
7.	Technical Presentation (Max 20 Minutes)	<p>Presentation on Proof of Concept (POC) Demonstration on following features:</p> <ol style="list-style-type: none"> 1. In-house content development capacity of the company. 2. Coverage, Projects Under taken in/outside India, Association with Governments 3. Content Availability, Quality/Features of Content, Certifications etc. 4. Understanding of Solution, Technology & Functional requirement 5. Technical capability and presence of tools/software for developing virtual labs 6. Project Planning & Execution Capability 7. Demonstration 	20	<ul style="list-style-type: none"> • Sample Virtual lab comprising all the required technologies and all the parameters detailed in the scope of work. • Technical proposal comprising all necessary details. • Technical Presentation copy

		of the Solution		
Total			100	

- Documents must be provided in support of the following otherwise bids will be summarily rejected.
- Technical bids will also be reviewed for compliance with the necessary Instructions, terms and conditions, scope of work, formats etc. as outlined in this tender.
- The Technical bid will be evaluated by evaluation committee set-up by EDCIL.
- The bidder who scores minimum 70 marks out of 100 marks in the technical evaluation and minimum 15 marks out of 20 marks in the technical presentation shall be declared as technically qualified bidder and those shall be notified for opening of their financial bid.

Evaluation of financial bids:

- The Financial bid shall be opened for only those bidders who have been found to be technically qualified in. They would also be advised to attend opening of the financial bid. EdCIL shall inform the date, place and time for opening of financial bids.
- Financial bid should be checked by bidders to ensure conformance to the format provided in the tender document.
- If there is any discrepancy between words and figures in any part of the financial bid, the amount indicated in words will prevail.
- The technically qualified bidder who has quoted the lowest price in the financial bid will be L1 and considered for the award of contract.
- EdCIL at its sole discretion, having regard to the capacity of the L1 BIDDER to develop the entire quantity of the VSLs, decide to split the VSLs development in the following manner:
 - i. In case of splitting the total Contract quantity between three, the ratio shall be 40:30:30 and in case of two the ratio shall be 60:40, as the case may be.
 - ii. The Ratio shall apply provided the L1 rate accepted will be counter offered to the L2 and/or L3 Bidder. On acceptance of the counteroffer, the order will be placed on L2 or L3 Bidder or both as per the above specified ratio.

The bidder should give an undertaking on the company's letterhead that all the documents/certificates/information submitted by them against this TENDER are genuine. In case any of the documents/certificates/information submitted by the bidder is found to be false or forged, EDCIL shall immediately reject the bid of such bidder(s) or cancel/terminate the contract and forfeit bid security / Performance Security submitted by the bidder and debar them from participation in future TENDERS/tenders of EDCIL for a period upto 2 years.

A statement showing Clause-by-Clause compliance to all Terms & Conditions of all the Sections of this TENDER (which forms part of this TENDER), duly Signed and Stamped on the Letter Head of their Organization. The bidder shall submit No-Deviation Certificate along with above.

Chapter-VII
Delivery Timeline & Payment terms

Timelines for Development of OLabs :

Bidder shall make all the arrangements for timely development of LABs for successful completion of project. No other incidental/TA/DA/any other such expenditure shall be paid by EdCIL.

S.No.	Milestone	Timeline (In Calendar Days)
1.	Acceptance of LOA	T+7
2.	Submission of Performance Security	T+14
3.	Development of Story Board	T+75
4.	Design and Development of Graphic Elements(Animations, Videos, Voiceover, Onscreen text)	T+110

Note:- * Here ‘T’ Indicates the date of LOA.

EdCIL reserves the right to change the timelines as per the requirement of the client. The milestones and timelines can be minimized as per the requirements of the individual projects/end client at the time of award of work order.

Delivery of the services with the performance in line with the requirements shall be made by the bidder in accordance with the time schedule specified by the Purchaser.

If at any time during performance of the contract, the bidder should encounter conditions impeding timely delivery of the Goods and performance of Services, the bidder shall promptly notify the Purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practical after receipt of the bidder’s notice, the Purchaser shall evaluate the situation and may, at its discretion, extend the bidder’s time for performance with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of the Contract.

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

Chapter-VIII
Payment terms

1. Payment Terms

S.No	Milestone	Payment % of the Contract Value
1.	On approval of the Storyboard development from Client/EdCIL <ul style="list-style-type: none"> Acceptance of Storyboard signed by authorized official of CIET/EdCIL. 	20% of the cost of development and deployment of related LAB
2.	Payment shall be released on pro- rata basis on development of OLABs on DIKSHA platform. The bidder should submit the following documents to the EdCIL for the payment: <ul style="list-style-type: none"> Acceptance of OLab certification signed by authorized official of CIET/EdCIL. Source Code of the developed OLab 	80% of the cost of development and deployment of related LAB on DIKSHA Platform
For AMC, payment will be released as per the following:		
2.	AMC Payment shall be released after successful completion of 1 st year AMC/warranty period i.e. after one year from the date of acceptance of content from CIET/EdCIL.	1/3 rd of the Annual Maintenance cost
3.	AMC Payment shall be released after successful completion of 2 nd year AMC/warranty period i.e. after two year from the date of acceptance of content from CIET/EdCIL.	1/3 rd of the Annual Maintenance cost
4.	AMC Payment shall be released after successful completion of 3 rd year AMC/warranty period i.e. after three year from the date of acceptance of content from CIET/EdCIL.	1/3 rd of the Annual Maintenance cost

Note:

- Payments will be done only on the back to back basis on receipt of the related payment/funds from the end client, subject to satisfactory acceptance of the deliverables from the end client as per the submission of the required document.

- AMC/warranty start will be reckoned from the date of acceptance of OLABs from CIET/EdCIL.
- Part payment can be made in accordance to the progress of the project.

2. Performance Security/Performance Bank Guarantee

The successful bidder shall be required to deposit Performance Bank Guarantee equivalent to 3% of contract value to EdCIL within 14 days from the date of receipt of Work Order. The Performance Bank Guarantee shall be issued in favour of "**EdCIL (India) Limited**" to be valid for a period of 90 days beyond the date of completion of O&M/AMC period & contractual obligations. This Performance Bank Guarantee should be retained throughout the currency of the contract and shall be extended by the bidder from time to time, as required by EdCIL.

Chapter-IX

Key Contract Terms

1. Arbitration

All disputes or differences whatsoever arising among the parties under and/or in connection with and/or in respect of this tender shall be referred to and decided by a sole arbitrator, who shall be nominated by the CMD, EdCIL. The arbitration shall be conducted in accordance with Arbitration and Conciliation Act of 1996 as amended from time to time and the venue of the arbitration shall be in New Delhi. Arbitration cost shall be borne by the supplier. Language of the arbitration will be English.

For Public Sector Undertaking / Government Departments: “In the event of any dispute or difference relating to the interpretation and application of the provisions of this contract, such dispute or difference shall be taken up by either party for resolution through AMRCD as mentioned in DPE OM No. 4(1)/2013-DPE (GM)/FTS-1835 dated 22.05.2018.

Any party aggrieved with the decision of the committee at the 1st level (tier) may prefer an appeal before the Cabinet Secretary at the Second level (tier) within 15 days from the date of receipt of decision of the committee at First level, through its Administrative Ministry/ Dept in terms of para 4, 5, and 7 of above DPE OM dated 22.05.2018, whose decision will be final and binding on all concerned.”

2. Non-Disclosure

The bidder and their personnel shall not, either during the term or after expiration of this contract, disclose any proprietary or confidential information relating to the services, contract, terms, prices or the client’s business or operations details without the prior written consent of the client.

3. Risk Purchase Clause

In event of failure of development of OLABs within the stipulated delivery schedule, the EdCIL has all the right to develop the labs from the other source on the total risk and cost of the selected bidder under risk purchase clause.

3. Compensation

In consideration of the Services hereunder, EdCIL India Limited shall pay bidder the fees and expenses (“Charges”) as specified in Commercial bid. All amounts payable to bidder are exclusive of any Taxes. EdCIL shall be entitled to deduct from applicable payments to BIDDER, any tax on BIDDER’ income deductible at source at the rates

applicable as per the provisions of Income Tax Act 1961 and provide BIDDER with evidence or certificate of payment of such tax to the taxing authorities. BIDDER shall submit invoices to EdCIL India Limited in accordance with the payment schedule in Commercial of this document. Payment stages are available at Chapter-VIII.

4. Representations and Warranties

Bidder warrants that the Services will be provided in a skillful and workman like manner and in conformity with the scope described in Scope of Work Proposed in this document. Notwithstanding the aforesaid, any Services which are provided by bidder free of charge or are otherwise not chargeable shall be provided on an 'AS IS' basis without any warranties whatsoever. Each Party represents, warrants and covenants to the other that: (i) it is duly organized and validly existing and in good standing under the laws of the state of its incorporation or formation; (ii) it has the full right and authority to enter into and that this Agreement constitutes a legal, valid and binding obligation; and (iii) its execution, delivery and performance of this Agreement does not and will not conflict with, or constitute a breach or default under, its charter of organization, or any contract or other instrument to which it is a party.

5. Limitation of Liability

Neither EdCIL India Limited nor the bidder shall be liable to the other for any special, indirect, incidental, consequential (including loss of revenue, data and/or profit), exemplary or punitive damages, whether in contract, tort or other theories of law, even if the Party has been advised of the possibility of such damages. The total cumulative liability of either party under this Agreement shall not exceed in aggregate the amount paid to bidder by the EdCIL India Limited for the Service that gives rise to such liability during the twelve-month period immediately preceding such claim. The limitation on any Party's liability herein shall not apply to liability for damages, resulting from (i) the willful misconduct; (ii) breach of the use terms in respect of use of bidder Application System; and (iii) breach of confidentiality obligations. Bidder shall not be held liable for any delay or failure in its obligations, if and to the extent such delay or failure has resulted from a delay or failure by or on behalf of EdCIL India Limited to perform any of EdCIL India Limited's obligations.

6. Confidential Information

Each Party (the "Receiving Party") acknowledges and agrees to maintain the confidentiality of Confidential Information (as hereafter defined) provided by the other Party (the "Disclosing Party") hereunder. The Receiving Party shall not disclose or disseminate the Disclosing Party's Confidential Information to any person other than those employees, agents, contractors, subcontractors and licensees of the Receiving Party, or its affiliates, who have a need to know it in order to assist the

Receiving Party in performing its obligations, or to permit the Receiving Party to exercise its rights under this Agreement. In addition, the Receiving Party (i) shall take all such steps to prevent unauthorized access to the Disclosing Party's Confidential Information, as it takes to protect its own confidential or proprietary information of a similar nature, which steps shall in no event be less than a reasonable standard of care, (ii) shall not use the Disclosing Party's Confidential Information, or authorize other persons or entities to use the Disclosing Party's Confidential Information, for any purposes other than in connection with performing its obligations or exercising its rights hereunder, and (iii) shall require all persons and entities who are provided access to the Disclosing Party's Confidential Information, to execute confidentiality or non-disclosure agreements containing provisions substantially similar to those set forth in this Clause. The provisions of this Clause respecting Confidential Information shall not apply to the extent, but only to the extent, that such Confidential Information is: (a) already known to the Receiving Party free of any restriction at the time it is obtained from the Disclosing Party, (b) subsequently learned from an independent third party free of any restriction and without breach of this provision; (c) is or becomes publicly available through no wrongful act of the Receiving Party or any third party; (d) is independently developed by the Receiving Party without reference to or use of any Confidential Information of the Disclosing Party; or (e) is required to be disclosed pursuant to an applicable law, rule, regulation, government requirement or court order, or the rules of any stock exchange. Upon the Disclosing Party's written request at any time, or following the completion or termination of this Agreement, the Receiving Party shall promptly return to the Disclosing Party, or destroy, all Confidential Information of the Disclosing Party provided under or in connection with this Agreement, including all copies, portions and summaries thereof.

7. Force Majeure

The selected Bidder should not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delays in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

- I. For purposes of this Clause, "Force Majeure" means an event beyond the control of the bidder and not involving the bidder's fault or negligence and not foreseeable. Such events shall include, but are not limited to, acts of the EdCIL either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- II. If a Force Majeure situation arises, the bidder should promptly notify the EdCIL in writing of such conditions and the cause thereof. Unless otherwise directed by the EdCIL in writing, the Supplier shall continue to perform its obligations under the

Contract as far as is reasonably practical, and should seek all reasonable alternative means for performance not prevented by the Force Majeure event.

8. Prices

- I. The price should be quoted in per unit (with breakup) and must include all development charges, and any other charges. The offer/bid should be exclusive of taxes and duties, which will be paid as applicable. However, the percentage of taxes and duties should be clearly indicated. The inter se merit position of the bids however shall be decided based on the composite price of the product including taxes, transportation, Warranty with all other incidental expenses indicated.
- II. The prices must be quoted in the Performa given in Financial Bid failing which the Bid would be treated as unresponsive. Any discount or any other offers affecting the package price must be mentioned in Financial Bid only. Discount or any other offers affecting the Package price mentioned at any other place of the bid other than Financial Bid will not be considered.
- III. The price quoted should be inclusive of 3 years of O&M/AMC charges including basic training and demonstration to the CIET, NCERT, Delhi.

9. Notices

For the purpose of all notices, the following should be the address :

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

Supplier: (To be filled in by the supplier)

- Any notice given by one party to the other pursuant to this contract/order should be sent to the other party in writing or e-mail and confirmed in writing from the other party's address.
- A notice should be effective when delivered or on the notice's effective date, whichever is later.

10. Supplier Integrity

The selected bidder is responsible for and obliged to conduct all contracted activities in accordance with the Contract using state of the art methods and economic principles and exercising all means available to achieve the performance specified in the contract.

11. Governing Language

The contract should be written in English language. English language version of the Contract should govern its interpretation. All correspondence and other documents pertaining to the Contract, which are exchanged by the parties, should be written in the same language.

12. Applicable Law

The Contract should be interpreted in accordance with the laws of the Union of India and all disputes should be subject to place of jurisdiction. The place of jurisdiction would be New Delhi (Delhi) INDIA.

13. Taxes

Selected Bidder should be entirely responsible for all taxes, duties and any other charges etc., incurred until uploading of the OLABs on any portal presented by EdCIL. EdCIL shall only make payment towards the GST Charged in the invoice other than that no other taxes/ duties/ any other Charges will be paid.

14. Termination for Default

The EdCIL should, without prejudice to any other remedy for breach of contract, by written notice of default sent to the bidder, terminate the Contract in whole or part:

- I. If the bidder fails to complete the work within the period(s) specified in the order, or within any extension thereof granted by the EdCIL; or
- II. If the bidder fails to perform any other obligation(s) under the Contract.
- III. If the 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:**
 - “**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.

- “**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.”
- 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 bidder should be liable to the EdCIL for any total risks and costs for such similar Goods or Services. However, the bidder should continue the performance of the Contract to the extent not terminated.

15. Tender Conditions with Implementation of Insolvency and Bankruptcy Code, 2016 (IBC)

- a) It will be the responsibility of the bidder to inform EdCIL within 15 days from the date of order of insolvency resolution process or liquidation or bankruptcy proceeding passed by the Adjudicating Authority namely, National Company Law Tribunal (NCLT) or Debt Recovery Tribunal (DRT) under the Code.
- b) If the bidder refuses or fails to share the information regarding their status of insolvency resolution process or liquidation or bankruptcy proceeding in their bid or at any later stage, their offer is liable to be rejected by EdCIL.
- c) EdCIL reserves the right to cancel/terminate the contract without any liability on the part of EdCIL immediately on the commencement of insolvency resolution process or liquidation or bankruptcy proceeding of any party under the contract.
- d) EdCIL reserves its right to evaluate and finalise the bid without considering the bid of any party undergoing insolvency resolution process or liquidation or bankruptcy proceeding under the Code regardless of the stage of tendering.
- e) A declaration / undertaking shall be submitted by the bidder in the Format (as per ANNEXURE-XIV) along with techno commercial bid.

Guide lines for Evaluation & Short closure:

- a) After opening of price bid but before award, if a bidder(s) is(are) rejected due to initiation of insolvency resolution process or liquidation or bankruptcy proceeding under Insolvency and Bankruptcy Code, 2016 (Code), tender will be finalized ignoring such bid(s).
- b) During execution of contract, if insolvency resolution process or liquidation or bankruptcy proceeding under Insolvency and Bankruptcy Code, 2016 (Code) is initiated against a contractor and EdCIL shall have the right to short close the contract.

16. Award of Contract

- I. EdCIL reserves the right to accept or reject any proposal and to annul the bidding process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the Bidders. In case of annulment, all proposals submitted and specifically, proposal securities shall be promptly returned to the Bidder.
- II. EdCIL has the right to review at any time prior to award of contract that the pre-qualification criteria and technical evaluation, are still being met by the Bidder whose offer has been determined as first rank. A proposal shall be rejected if the eligibility criteria and technical evaluation, are no longer met by the Bidder whose offer has been determined as first rank.

17. User Manual

Manual detailing, how to use LABs with including all its procedures and steps should be provided.

18. Acknowledgement

It is hereby acknowledged that we have gone through all the conditions mentioned above and we agree to abide by them.

19. Price Information

Price information shall not be there in Technical Bid.

20. Rates in Figures and Words

Rates Quoted by the Bidder in tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figures and words. However, if a discrepancy is found, the rates which correspond with the amount worked out by the contractor shall unless otherwise proved be taken as correct. If the amount of an item is not worked out by the contractor or it does not correspond with the rates written either in figures or in words then the rates quoted by the contractor in words shall be taken as correct. Where the rates quoted by the bidder in figures and in words tally but the amount is not worked out correctly, the rates quoted by the Bidder will unless otherwise proved be taken as correct and not the amount. In event no rate has been quoted for any item(s), leaving space both in figure(s), word(s) and amount blank, it will be presumed that the Bidder has included the cost of this/these item(s) in other items and rate for such item(s) will be considered as zero and work will be required to be executed accordingly.

In the case of any tender where unit rate appear unrealistic, such tender will be considered as unbalanced and in case the tender is unable to provide satisfactory explanation such a tender is liable to be disqualified and rejected.

21. Fall Clause

The Bidder undertakes that the rates quoted by him in the financial bid for each item is not higher than the rate offered by him for similar work to any other PSU/ Govt. 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 bidder, provided all condition of the work including time, scope, logistics, specifications and country are same.

ANNEXURE-I

<< Organization Letter Head >>

DECLARATION SHEET

We, _____ hereby certify that all the information and data furnished by our organization with regard to this tender specification, scope of work are true and complete to the best of our knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

We further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document. Moreover, we will support on regular basis with technology / product updates and extend support for the warranty.

We, further specifically certify that our organization has not been Black Listed/ De Listed or put to any Holiday by any Institutional Bidder/ Govt. Department/ Public Sector Undertaking.	NAME & ADDRESS of the VENDOR/ MANUFACTURER/ AGENT
1 Phone	
2 Fax	
3 E-mail	
4 Contact Person Name	
5 Mobile Number	
6 TIN Number	
7 PAN Number	
(In case of on-line payment of EMD)	
8. UTR No. (For EMD)	
9. Kindly provide bank details of the bidder in the following format: a) Name of the Bank	
b) Account Number	

c) Kindly attach scanned copy of one Cheque book page to enable us to return the EMD to unsuccessful bidder	
---	--

(Signature of the Bidder)

Name: _____

Seal of the Company

ANNEXURE II

Letter of undertaking
(ON THE LETTER HEAD OF THE BIDDER)

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

Sir,

SUBJECT- SELECTION OF SYSTEM INTEGRATOR FOR “DEVELOPMENT OF OLABS FOR CIET,NCERT,DELHI”

This bears reference to EdCIL Bid No. **EdCIL/DES/CIET/2023** dated We, hereby, accept all the terms and conditions for submitting bid as mentioned in this Bid Document.

We hereby certify that no terms and conditions have been stipulated by us in the Technical and Financial Bid.

We warrant that the services do not violate or infringe upon any patent, copyright, trade secret or other property right of any other person or other entity. We agree that we shall not prevent EdCIL from any claim or demand, action or proceeding, directly or indirectly resulting from or arising out of any breach or alleged breach of any of the terms & conditions of bid document and contract.

The above document is executed on at (place) _____ and we accept that if anything out of the information provided by us is found wrong, our bid/ work order shall be liable for rejection.

Thanking you,
Yours faithfully,

Name of the Bidder _____
Authorized Signatory _____
Seal of the Organization _____

Date:
Place:

ANNEXURE III

UNDERTAKING OF NON BLACKLISTING

This is to confirm that we M/s _____ (give full address) have not been declared neither **failed to perform on any Agreement, nor have been expelled from any project or Agreement nor any Agreement terminated** for breach by the us (Bidder) in any of the government department and public sector undertaking /enterprise or by any other Client in India.

If the above information found false at any stage after the placement of Work Order / Agreement, EdCIL (India) Limited (EdCIL), 18-A, Sector 16-A, Noida will have full right to cancel the Contact and forfeit the Performance security. All the direct and indirect cost related to the cancellation of the order will be borne by us besides any legal action by EdCIL which shall be deemed fit at that point of time.

Authorized Signatory

Note: *The undertaking regarding the non-blacklisting of firm is to be submitted on a non-judicial stamp paper of Rs. 100/- (Rupees Hundred only).*

ANNEXURE IV**Financial Statement**

S. No.	Financial Year	Annual Turn over	Turnover from business of educational digital/e-content development	Net Worth	Net Profit/Loss
1.	2020-21				
2.	2021-22				
3.	2022-23				
Total					
Average of FY 2020-21, 2021-22 and 2022-23					

Note: Certificate from Statutory Auditor/ Chartered Accountant certifying balance sheet for all three FY 2020-21, 2021-22 and 2022-23 to be attached.

Signature with Seal of the Chartered Accountant with UDIN No.

Signature with Seal of the Bidder

ANNEXURE-V

**FINANCIAL STATEMENT FROM DEVELOPMENT OF EDUCATIONAL
DIGITAL/E-CONTENT**

S.No.	Financial Year	Name of the Project related with development of educational digital/e-content	Value (Excl Tax)	Date of award	Date of Completion	Annual Turnover from Development of educational digital/e-content
1.	2020-21					
2.	2021-22					
3.	2022-23					
Total						
Average of FY 2020-21, 2021-22 and 2022-23						

Note: All the work order mentioned above should be submitted by the bidder in the Technical bid.

Signature with Seal of the Chartered Accountant with UDIN No.

Signature with Seal of the Bidder

-

ANNEXURE-VI

**List of Orders Completed in any of the last 5 years preceding on bid due date for
any Indian Government Department / Ministry / State / District / PSU /
Autonomous bodies / Universities / Colleges / Schools in India**

Bid No.:

Date:

Name of the Bidder:

S.No	Name of Client	Name of the Project and brief description	Value (Exc Tax)	Date of award	Date of Completion	Current Status and duration of maintenance period for ongoing project	Name of Contact Person along with Contact No. and official Email Id
1.							

Signature of Bidder

(Signature with seal)

Name: _____

Designation: _____

Organization Name: _____

Contact No. : _____

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 2020.

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 applicant should submit for verification 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 applicant.
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 applicants from countries that have signed The Hague Legislation Convention, 1961 are not required to be legalized by the Indian Embassy it is carries a conforming Apostle certificate.

ANNEXURE-VIII

LETTER OF BID SUBMISSION

To
Chief General Manager (DES),
EdCIL (India) Limited,
EdCIL House, 18A, Sector- 16A,
NOIDA- 201 301 (U.P)

SUBJECT: SELECTION OF SYSTEM INTEGRATOR FOR “DEVELOPMENT OF
OLABS FOR CIET, NCERT, DELHI”

-Submission of Bid -

Sir,

Having examined the details given in Press Notice, Notice Inviting Bid & Bid Document for the above work, I/we hereby submit the relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed form _____ and accompanying statements are true and correct.
2. I / we certify that we have not changed/alterd any word/sentence or any figure in number/s or words appearing the original tender document uploaded by EdCIL on the designated web page for e-tendering. In case, if a fraudulent activity is found at any stage between tender submission to final closure of the tender/contract, our candidature/bid/contract shall be immediately cancelled and EMD/Performance security/ security deposit along with the due amount towards the work executed or advance shall be forfeited. EdCIL will not entertain any claim or entertain any reason for this intentional act. EdCIL may go for the legal action against the bidder for recovering any one or all damages caused to EdCIL or its client on this account.
3. I/We have furnished all information and details necessary for eligibility and have no further pertinent information to supply.
4. I/We submit the requisite **certified solvency certificate** and authorize the EdCIL to approach the Bank issuing the solvency certificate to confirm the correctness thereof. I/We also authorize EdCIL to approach individuals, employers, firms and corporation to verify our competency and general reputation.

5. I/We submit the following **certificates** in support of our suitability, technical knowledge and capability for having successfully completed the following works:

S.No.	Name of Work	Certificate From

6. Earnest Money Deposit amounting to Rs.4,00,000 in the form of DD/Pay Order No. ----- dated ----- issued by ----- Bank is submitted.
7. Demand Draft of Rs. (NIL)/- towards Bid document cost.: If applicable

Enclosures:

Date of Submission :

Bank Guarantee towards Bid Security (EMD)

Bank Guarantee No. _____

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

Whereas (here in after called "the Bidder") has submitted its Bid dated(Date) in response to the RFP No:..... for SELECTION OF SYSTEM INTEGRATOR FOR “DEVELOPMENT OF OLABS FOR CIET,NCERT,DELHI” (here in after called "the Bid")

KNOW ALL MEN by these presents that We having our registered office at..... (hereinafter called the "Bank") are bound onto EdCIL India Limited, Noida (hereinafter called "EdCIL") in the sum of for which payment well and truly to be made to the said EdCIL itself, its successors and assignees by these presents.

The conditions of these obligations are:

1. If the Bidder withdraws its Bid during the period of Bid validity or
2. If the Bidder, having been notified of the acceptance of its Bid by EdCIL

during the period of Bid validity:

1. fails or refuses to execute the Agreement form if required; or
2. fails or refuses to furnish the performance security, in accordance with the Bid requirement

We undertake to pay EdCIL up to the above amount upon receipt of its first written demand, without EdCIL having to substantiate its demand, provided that in its demand EdCIL will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to (Date) and any demand in respect thereof should reach the Bank not later than the above date.

Dated: the Day of for

(indicate the name of bank)

Signature of Banks Authorized official

Witness (Name)_____

Designation with Code No. -----

1. Full Address-----

Name of the Bank: _____

To

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

PERFORMANCE BANK GUARANTEE FORMAT

In consideration of the Chief General Manager 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 Bidder” 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 Bidder 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 CGM(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 Bidder of any of the terms of conditions contained in the said agreement or by reason of the Bidder 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 Bidder 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 Bidder 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 Bidder and accordingly discharges this guarantee.

5 (a) Not withstanding 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 Bidder 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 Bidder 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 Bidder 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 Bidder.
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)	
		Signature of Banks Authorized official	
Witness		(Name)_____	
		Designation with Code No.	
1		Full Address.....	
2.			

LIST OF AUTHORISED BANKS FOR BG

Any Guarantee issued by PSU Bank (or) Private Bank operating in India must be operational and invocable in Noida only. For Guarantee to be operational in Noida the issuing bank must designate a specified Bank Branch in Noida.

Following banks are permissible for accepting Bank Guarantees:

I- SCHEDULED PUBLIC SECTOR BANKS

S.No.	Name of the Bank
1	Bank of Baroda
2	Bank of India
3	Bank of Maharashtra
4	Canara Bank
5	Central Bank of India
6	Indian Bank
7	Indian Overseas Bank
8	Punjab & Sind Bank
9	Punjab National Bank
10	State Bank of India
11	UCO Bank
12	Union Bank of India

II- SCHEDULED PRIVATE SECTOR BANKS

S.No.	Name of the Bank
1	HDFC Bank Ltd
2	ICICI Bank Ltd
3	Axis Bank Ltd
4	Kotak Mahindra Bank Ltd
5	Indusland Bank Ltd

ANNEXURE- XII

LIST OF LABS TO BE DEVELOPED
Suggestive List for VR and OLABs in Science and Mathematics

Sr. No.	Class	No. of Labs
1.	IX	13
2.	X	13
3.	XI	12
4.	XII	12
Total Labs		50

Class IX

Lab No.	Subject	Title	Key Learning Outcomes
Lab 1	Chemistry	To determine the density of a liquid (other than water) by using a spring balance and a measuring cylinder.	<ul style="list-style-type: none"> Understand the concept of density as mass per unit volume and its importance in characterizing materials. Use a spring balance to accurately measure the mass of a known volume of the liquid.
Lab 2	Chemistry	To determine the boiling point of water and melting point of ice.	<ul style="list-style-type: none"> Explain the concepts of boiling point and melting point as temperature points at which changes of state occur. Reflect on the significance of boiling and melting points in everyday life.
Lab 3	Chemistry	Arrangement of subatomic particles of different atoms around us	<ul style="list-style-type: none"> Understand the concept of atoms and molecules. Explain the concept of arrangement of subatomic particles of an atom.
Lab 4	Physics	Third law of motion	<ul style="list-style-type: none"> Describe Newton's Third Law of Motion Recognize the action and reaction forces in situations like recoiling of gun, motion of rocket
Lab 5	Physics	Conservation of Momentum	<ul style="list-style-type: none"> State the Law of conservation of momentum Understand the conservation of momentum in collision of two balls Apply the concept of conservation of momentum for bodies of different mass
Lab 6	Physics	Free Fall	<ul style="list-style-type: none"> Understand the meaning of Free Fall Discuss the variation of acceleration due to gravity(g) with height Calculate the value of g for Earth
Lab 7	Mathematics	Different criteria for congruence of triangles	<ul style="list-style-type: none"> Establishes properties of congruence of triangles using different geometric criteria Find distances using congruent triangles Understand why ASS is not a valid condition of congruence
Lab 8	Mathematics	Parallelograms on the same base and between the same parallels are equal in area	<ul style="list-style-type: none"> Identify the criteria when two parallelograms have the same area Compare the area of a parallelogram given the area of another parallelogram that shares the same base. Find base lengths and heights of parallelograms given the area of another parallelogram. Analyze that a parallelogram and a rectangle

			that are between the same pair of parallel lines and share a common base have the same area.
Lab 9	Mathematics	Sum of either pair of opposite angles of cyclic quadrilateral is 180 degree	<ul style="list-style-type: none"> Understand the meaning of cyclic quadrilaterals. Apply the property of cyclic quadrilateral in mathematical problems.
Lab 10	Biology	Plasma membrane or cell membrane	<ul style="list-style-type: none"> Visualize and identify key components of the plasma membrane Compare the structure and function of plasma membranes across different cell.
Lab 11	Biology	Cytoplasm	<ul style="list-style-type: none"> Identify the components of the cytoplasm Understand the roles of the cytoplasm in cellular metabolism, including protein synthesis, energy production, and storage
Lab 12	Biology	Permanent Tissues	<ul style="list-style-type: none"> Differentiate between different types of permanent tissues in plants
Lab 13	Biology	Muscular tissue	<ul style="list-style-type: none"> Differentiate between different types of muscular tissue: skeletal muscle, cardiac muscle, and smooth muscle. Understand the function of each muscle tissue

Class X

Lab No.	Subject	Title	Key Learning Outcomes
Lab 1	Biology	Cell Organelles	<ul style="list-style-type: none"> Explore and interact with detailed 3D models of cell organelles Manipulate the models to see different perspectives and understand the structures better.
Lab 2	Biology	helix structure of DNA	<ul style="list-style-type: none"> Understand and label different parts of DNA Explore the double helix structure from within.
Lab 3	Chemistry	Allotropes of carbon	<ul style="list-style-type: none"> Understand different allotropes of carbon, including graphite, graphene diamond, and fullerene. Describe structure allotropes of carbon, including graphite, graphene diamond, and fullerene. Explain the physical properties between the different carbon allotropes. understand why diamond is hard and transparent, while graphite is soft and conducts electricity.
Lab 4	Chemistry	Study of the pH of Solutions	<ul style="list-style-type: none"> Understand the pH scale used to measure the alkalinity and acidity nature of a given solution.

			<ul style="list-style-type: none"> Describe the color changes observed when using litmus paper and universal indicators to test for acidic, neutral, or alkaline solutions. list different plants and natural substances that can be used as indicators for acids and alkalis.
Lab 5	Chemistry	Soaps and detergents	<ul style="list-style-type: none"> Describe the process of saponification. Explain the cleaning action of soaps and detergent forming micelles Differentiate between soap and detergent and their basic components.
Lab 6	Physics	Heating effect of electric current	<ul style="list-style-type: none"> Describe the factors on which heat of resistor depends Explain the cause of heating in electrical appliances Understand the practical applications of heating effect
Lab 7	Physics	Domestic Electric Circuits	<ul style="list-style-type: none"> Understand the concept of electricity supplied to houses Apply the information for safety measures Describe the function of earth wire
Lab 8	Physics	Defects of Vision and their correction	<ul style="list-style-type: none"> Understand the concept of Myopia, Hypermetropia and Presbyopia. Explain the methods to correct the defects of Eye
Lab 9	Physics	Refraction of Light through a Prism	<ul style="list-style-type: none"> Explain how light bends when it passes from one medium to another of different density. Define key terms such as refraction, angle of incidence, and angle of refraction.
Lab 10	Mathematics	Concept of Arithmetic Progressions	<ul style="list-style-type: none"> Relate arithmetic sequences in a variety of contexts Understanding term associated with APs, such as the first term and common difference Understanding the formulas for finding the nth term and the sum of n terms of an AP. Using the knowledge of APs to solve real-world problems.
Lab 11	Mathematics	Verify the distance formula by graphical method	<ul style="list-style-type: none"> Derives formulae to establish relations for geometrical shapes in the context of a coordinate plane. Find a missing coordinate given the distance between two points. Solve word problems by finding the distance between two points on the coordinate plane.
Lab 12	Mathematics	Criteria for similarity of two	<ul style="list-style-type: none"> Establishes properties for the similarity of two triangles using different geometric criteria

		triangles	<ul style="list-style-type: none"> • Use similarity to calculate unknown angle measures, scale factors, unknown lengths, and perimeters • Use the similarity of two triangles to find indirect measurements in real-life situations.
Lab 13	Mathematics	Height and Distance	<ul style="list-style-type: none"> • Determines all trigonometric ratios with respect to a given acute angle (of a right triangle) • Measuring the heights of towers or big mountains. • Determining the ` of the shore from the sea

Class XI

	Subject	Title	Key Learning Outcomes
Lab 1	Chemistry	Demonstrate different types of chemical bonds (ionic, covalent, metallic) and molecular structures in 3D	<ul style="list-style-type: none"> • Understand Chemical Bonds and causes of chemical bonding. • Illustrate different types of bonds formed by the atoms (ionic, and covalent bonds) • Illustrate the transfer of electrons between atoms to form ionic bonds. • Demonstrate sharing of electrons between atoms to form covalent bonds.
Lab 2	Chemistry	Some Basic Concepts of Chemistry	<ul style="list-style-type: none"> • Explain atoms, molecules, states of matter, elements and compounds. • State Laws of Chemical Combinations
Lab 3	Chemistry	Study the Process of Filtration	<ul style="list-style-type: none"> • Understand the concept of filtration and its applications. • Describe the process of filtration. • Describe the various methods of filtration.
Lab 4	Chemistry	Molecular shape of molecules using VSEPR theory	<ul style="list-style-type: none"> • Explain VSEPR Theory and postulates of the theory • Illustrate Geometry of molecules in the central atom has no lone pair of electrons
Lab 5	Physics	To determine the radius of curvature of a given spherical surface by a spherometer	<ul style="list-style-type: none"> • Calculate the height and distances between the legs of the spherometer to determine the radius of curvature of a spherical surface. • Apply the spherometer formula to find radius of curvature for different spherical objects
Lab 6	Physics	To determine the mass of two different objects using a beam balance	<ul style="list-style-type: none"> • Understand the concept of beam balance • Calculate the mass of two different objects using a beam balance

Lab 7	Physics	Types of waves (transverse and longitudinal)	<ul style="list-style-type: none"> • Illustrate key components such as crest, trough, wavelength, and amplitude. • Describe the longitudinal wave and transverse waves. • List out the examples of longitudinal waves and transverse waves.
Lab 8	Physics	Torque and Rotational Equilibrium	<ul style="list-style-type: none"> • Explain the relation between torque and rotational equilibrium. • Understand the principle of moment of rotational equilibrium • Calculate torques in balanced systems
Lab 9	Mathematics	Geometrical significance of derivative	<ul style="list-style-type: none"> • Express the derivative of a function as an equation or a graph • Identify extrema and critical points of a function. • Demonstrates ways to relate differentiability and continuity of a function with each other.
Lab 10	Mathematics	Construct parabola and ellipse	<ul style="list-style-type: none"> • Determine conversion between general and standard forms of equations of conic sections • Identify whether an equation of a conic section describes a parabola, a circle, an ellipse by examining its discriminant.
Lab 11	Biology	Phases of growth in plants	<ul style="list-style-type: none"> • define and differentiate between the three main phases of growth in plants: meristematic phase, elongation phase, and maturation phase • 2.to illustrate the transitions between these growth phases in different plant tissues and organs.
Lab 12	Biology	Heterophylly in (a)larkspur and (b) buttercup	<ul style="list-style-type: none"> • define heterophylly and distinguish between different types • Identify environmental factors (e.g., light intensity, water availability) and developmental cues (e.g., age of the plant) influencing heterophylly in larkspur

Class XII

Lab No.	Subject	Title	Key Learning Outcomes
Lab 1	Biology	Preparation and study of mitosis in onion root tips	<ul style="list-style-type: none"> • understanding of the stages of mitosis by observing and studying the root tip cells of onions under a microscope, enhancing their knowledge of cellular division and the role of mitosis in growth and reproduction.
Lab 2	Biology	Principle of inheritance	<ul style="list-style-type: none"> • To differentiate between genotype and phenotype and their roles in inheritance • To explain the principle of inheritance and

			explain patterns of inheritance observed in traits controlled by single genes.
Lab 3	Chemistry	Electrochemical cell	<ul style="list-style-type: none"> • Explain Daniel cell and Galvanic cell • Define terms like Gibbs energy, redox couples, electrode potential, SEP, anode, cathode, cell potential and emf
Lab 4	Chemistry	Biomolecules	<ul style="list-style-type: none"> • Understand the various components of biomolecules. • Discuss the concept of nucleic acids, types of nucleic acids and biological functions of nucleic acids • List the Chemical Composition of Nucleic Acids
Lab 5	Physics	Phenomena of interference	<ul style="list-style-type: none"> • Illustrate the interference of Light waves • Understand Young's arrangement to produce interference pattern
Lab 6	Physics	Concept of Diffraction	<ul style="list-style-type: none"> • Define phenomenon of diffraction • Illustrate different diffraction pattern based on different size of slit, obstacle and wavelength
Lab 7	Physics	Polarization	<ul style="list-style-type: none"> • Understand the concept of polaroids. • State Malus' law • Demonstrate the practical applications of polaroids
Lab 8	Physics	To design an automatic traffic signal system using a suitable combination of logic gates	<ul style="list-style-type: none"> • Understand the automatic signaling system. • Understanding of digital electronics and logic design principles. • Illustrate the automatic signaling system for vehicles.
Lab 9	Physics	Photoelectric effect	<ul style="list-style-type: none"> • Explain the concept of Photoelectric effect. • Demonstrate the experimental setup for Photoelectric effect. • Compare Hertz's and Hallwach's observations for photoelectric effect.
Lab 10	Physics	Radioactive decay process	<ul style="list-style-type: none"> • Understand the concept of alpha, beta and gamma decay • Explain the process of Radioactive decay process. • Describe the three types of radioactive decay process. • Illustrate the emission of particles and energy during each process.
Lab 11	Mathematics	Increasing and decreasing functions.	<ul style="list-style-type: none"> • Identify different types and functions. • Identify the increasing and decreasing intervals of a simple function from its

			<p>equation.</p> <ul style="list-style-type: none"> • Explore conditions for which a given equation is increasing or decreasing.
Lab 12	Mathematics	Increasing and Decreasing Functions in Application of Derivatives	<ul style="list-style-type: none"> • Understand the use of derivatives to identify whether a function is increasing or decreasing in a given interval. • Find the value of $f(x)$ increases with increase in variable x and decreases with the decrease in the value of variable x.

Annexure XIII

Pre-Bid Query Format

Pre-bid queries should be submitted in .XLS format.

RFP Description				
RFP No.				
Organization				
Address				
Contact Person				
Contact No.				
Mail Id				
S.No.	Section No.	Page No.	Clause as per RFP	Clarification Sought

PERFORMA FOR DECLARATION ON PROCEEDINGS UNDER INSOLVENCY AND BANKRUPTCY CODE, 2016

Tender No. :

Name of Work :

Bidder 's Name :

I/ We, M/s. _____ declare that:-

- a) I /We am / are not undergoing insolvency resolution Process or liquidation or bankruptcy proceeding as on date.
- b) I /We am / are undergoing insolvency resolution process or liquidation or bankruptcy proceeding as on date as per Details mentioned below. (Attached detail with technical bid)

Note: Strike out one of above which is not applicable.

It is understood that if this declaration is found to be false, EdCIL (India) Ltd. shall have the right to reject my / our bid, and forfeit the EMD, if the bid has resulted in a contract, the contract will be liable for termination without prejudice to any other right or remedy (including holiday listing) available to EdCIL (India) Ltd.

Place:

Date: Signature of Bidder Name of Signatory

Financial Bid

Instructions to Bidders

1. Financial Bid shall be submitted with full price details.

Financial Bid shall contain only the prices duly filled in as per the format given in Schedule of Rates provided in the tender document. Price bid should not have any Commercial and/or Technical stipulation in addition to, what is already given in Part I – Technical bid.

Financial Bid Standard Form-1 shall be used for the preparation of the price quote according to the instructions provided.

2. The bid shall be evaluated on total Price as shown in financial bid.
3. The prices quoted by the bidder shall be fixed for the quantity mentioned for the duration of the contract.
4. The changes displayed in the corrigendum/addendum to the bid documents, particularly with the financial bid should be attached with the **Financial Bid Submission Form**, in the same packet, duly signed and stamped by the authorized signatory of the Bidder firm.
5. The financial bid form-1 along with financial bid submission form should be filled in all respect and uploaded in **.PDF** format (only) duly signed and sealed by the authorized representative. In case, the financial bid documents are not complete in all respect the same should be treated as incomplete at financial bid stage and shall be considered non-responsive.

FINANCIAL BID SUBMISSION SHEET
{On bidder's letterhead in technical bid}

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

Reference: Tender No.: _____ Dated: _____

Dear Sir,

We, the undersigned bidder, having read & examined in detail, the Bidding Document, the receipt of which is hereby duly acknowledged, I/ we, the undersigned, offer to supply/ work as mentioned in the Scope of the work, Bill of Material, Technical specifications, Service Level Standards & in conformity with the said bidding document for the same.

I/ We undertake that the prices are in conformity with the specifications and scope of work prescribed. The quote/ price are inclusive of all cost likely to be incurred for executing this work. The prices are inclusive of all type of govt. taxes/ duties as mentioned in the financial bid (BoQ).

I/We undertake, is our bid is accepted, to deliver the goods and services in accordance with the delivery schedule specified in the schedule of Requirements.

I/We hereby declare that in case the contract is awarded to us, we shall submit the performance security as prescribed in the bidding document.

I/We agree to abide by this bid for a period of 180 days after the last date fixed for bid submission and it shall remain binding upon us and may be accepted at any time before the expiry of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

I/We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief.

We understand that you are not bound to accept the lowest or any bid you may receive.

Date:
Authorized Signatory:
Name:
Designation:

FORM-1

SUBJECT: SELECTION OF SYSTEM INTEGRATOR FOR “DEVELOPMENT OF OLABS FOR CIET,NCERT,DELHI.

Name of the Bidder:

S.No.	Name of item	Unit Cost (Rs.), A	GST (%)	GST Amount, (Rs.), B	Total Unit Cost including all taxes, (Rs.), C=(A+B)
1.	Cost of Development of Olab				
2.	Annual Maintenance cost/ O&M of labs for 3 years				
COST OF 1 Lab, D					
NO. OF Labs, E					50
TOTAL COST OF THE PROJECT, F=DxE (IN INR)					

TOTAL COST OF THE PROJECT (IN WORDS): _____

Note:

- i. The above prices shall be inclusive of all taxes, charges of development of OLABs, charges of deployment of LABs on DIKSHA and three years of AMC/O&M charges.
- ii. Applicable deduction on payment will be made for TDS/GST.
- iii. Validity of Offer: The offer should remain valid at least for a period of 180 days to be reckoned from the date of technical bid opening.
- iv. No amount towards TA / DA and lodging, boarding or incidental to execution of the project shall be paid.

Place:

Date:

Signature and Stamp of the Bidder

Name:

Designation: