

ଜିଲ୍ଲା ଖଣିଜ ପଦାର୍ଥ ପ୍ରତିଷ୍ଠାନ, ସୁନ୍ଦରଗଡ଼
DISTRICT MINERAL FOUNDATION, SUNDARGARH.



(1st floor, DMF Office)
 District Rural Development Agency
 Sundargarh - 770001
 Tel / Fax No. 06622-273846
 E-mail - dmfsundergarh@gmail.com

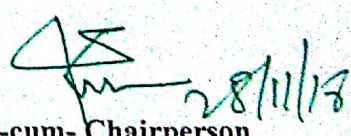
Letter No. 512 /(DMF)

Dated the 28 / 11 /2018

1st CORRIGENDUM

REF: Bid Identification No/ DMF/SNG/2018-19/ 05

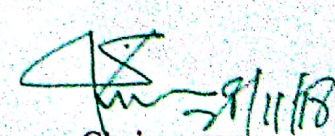
1.	The Collector & Chairperson, District Mineral Foundation (DMF) Sundargarh, Government of Odisha invited RFP for "Selection of Implementing Agency for Design, Development, Implementation and Management of Virtual Class Rooms in 70 nos. of High Schools in Sundargarh District and one Studio at District Headquarters out of District Mineral Foundation funding with CMC for a period of 5 years and operational", vide Tender Call Notice DMF/SNG/2018-19/05/dt.08.11.2018. But, as per the queries received by all the intending Bidders, the above RFP is amended. The place, time and other terms and conditions remain unchanged, as follows: (For details visit www.sundergarh.nic.in).		
2	Availability of bid document in the website	:-	From 11.00 A.M. of 08.11.2018 to 07.12.2018 up to 5:00 P.M.
3	Last date of receipt of Bid	:-	07.12.2018 up to 5:00 P.M.
4	Mode of Receipt of Bids	:-	Through Speed Post/ Registered Post (India Post) and in no other means.
5	Date of opening of Technical Bid	:-	Date: 11.12.2018 at 11.00 AM. If the office will be closed, due to holiday or for other reason, then the Bid documents will be opened on next working day, for which no intimation is required to be sent to the Bidders.
6	Date of opening of Commercial Bid	:-	Date: 13.12.2018 at 4:00 P.M. If not possible to open the Commercial Bid on the same day, then the next date and time of opening of Commercial Bid will be intimated to the Selected Bidders through E-Mail/ Telephone/Mobile.
7	Any further addendum /corrigendum / cancellation relating to this Tender Call Notice can be seen from the Sundargarh District Official Website (www.sundergarh.nic.in).		


 Collector-cum- Chairperson
 DMF, Sundargarh

Memo No.5/3/ DMF/

Dated 28/11/2018

Copy to DIO, NIC, Sundargarh with a request to upload this Bid Identification Notice in the Sundargarh District Web-Site www.sundergarh.nic.in by **28-11-2018** for wide publication and information of the intending Bidders.


 Collector-cum- Chairperson
 DMF, Sundargarh

DISTRICT MINERAL FOUNDATION **SUNDARGARH**



BID REF. NO.: - DMF/SNG/2018-19/ 05

Date: -08.11.2018

REQUEST FOR PROPOSAL FOR

“Selection of Implementing Agency for Design, Development, Implementation and Management of Virtual Class Rooms in 70 nos. of High Schools in Sundargarh District and one Studio at District Headquarters out of District Mineral Foundation funding with CMC for a period of 5 years and operational”

ISSUED BY:

**COLLECTOR CUM CHAIRPERSON
DISTRICT MINERAL FOUNDATION
SUNDARGARH (ODISHA)**

ଜିଲ୍ଲା ଖଣିଜ ପଦାର୍ଥ ପ୍ରତିଷ୍ଠାନ, ସୁନ୍ଦରଗଡ଼
DISTRICT MINERAL FOUNDATION, SUNDARGARH.



(1st floor, DMF Office)
 District Rural Development Agency
 Sundargarh – 770001
 Tel / Fax No. 06622-273846
 E-mail – dmfsundergarh@gmail.com

Letter No.512 /(DMF)

Dated the 28/11/2018

1st CORRIGENDUM

REF: Bid Identification No/ DMF/SNG/2018-19/ 05

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7	Any further addendum /corrigendum / cancellation relating to this Tender Call Notice can be seen from the Sundargarh District Official Website (www.sundergarh.nic.in).		

Sd/-(28-11-2018)
Collector-cum- Chairperson
DMF, Sundargarh

Memo No. 513 / DMF/

Dated the 28/11/2018

Copy to DIO, NIC, Sundargarh with a request to upload this Bid Identification Notice in the Sundargarh District Web-Site www.sundergarh.nic.in by **28-11-2018** for wide publication and information of the intending Bidders.

Sd/-(28-11-2018)
Collector-cum- Chairperson
DMF, Sundargarh

ଜିଲ୍ଲା ଖଣିଜ ପଦାର୍ଥ ପ୍ରତିଷ୍ଠାନ, ସୁନ୍ଦରଗଡ଼
DISTRICT MINERAL FOUNDATION, SUNDARGARH.



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 District Rural Development Agency
 Sundargarh – 770001
 Tel / Fax No. 06622-273846
 E-mail – dmfsundergarh@gmail.com

No.466 /DMF

Dated the 06th November 2018

BID IDENTIFICATION NO. DMF/SNG/05-2018-19

1.	The Collector-cum-Chairperson, District Mineral Foundation (DMF) Sundargarh, Government of Odisha invites technical and financial proposals from reputed Agencies/Firms of National and International repute for “ Selection of Implementing Agency for Design, Development, Implementation and Management of Virtual Class Rooms in 70 nos. of High Schools in Sundargarh District and one Studio at District Headquarters out of District Mineral Foundation funding with CMC for a period of 5 years and operational ” as detailed in the Scope of Work in this DTCN. The interested and eligible Firms with valid Registration Certificate as a Company, as detailed in DTCN, may apply for the same in OFF-LINE mode. (For details visit <u>www.sundergarh.nic.in</u>).		
2.	Tender(Bid) Cost	:-	Rs.10,000/-
3.	Places where works will be executed	:-	In the High Schools of Sundargarh District.
4.	Availability of bid document in the website	:-	From 11.00 A.M. of 08.11.2018 to 07.12.2018 up to 5:00 P.M.
5.	Last date of receipt of Bid	:-	07.12.2018 up to 5:00 P.M.
6.	Mode of Receipt of Bids	:-	Through Speed Post/ Registered Post (India Post) and in no other means.
7.	Date of opening of Technical Bid	:-	Date: 11.12.2018 at 11.00 AM.
8.	Date of opening of Commercial Bid	:-	Date: 13.12.2018 at 4:00 P.M.

Sd/-
 Collector-cum- Chairperson
 DMF, Sundargarh

Memo No.470/ DMF/

Dated the 06th November 2018

Copy to DIO, NIC, Sundargarh with a request to upload this Bid Identification Notice in the Sundargarh District Web-Site www.sundergarh.nic.in by **08-11-2018** for wide publication and timely response by the intending Bidder.

Sd/-
 Collector-cum- Chairperson
 DMF, Sundargarh

SUNDARGARH DISTRICT AT A GLANCE:

Sundargarh District was constituted on the 1st January, 1948, out of the two ex-States of Gangpur and Bonai, which merged with Odisha on that day. True to its name, this beautiful District of Sundargarh with about 43 percent of its total area under forest cover and numerous colourful tribes dotting its landscape and with abundant mining potential is bounded by Ranchi District of Jharkhand on the North, Raigarh District of Chhatisgarh on the west and North West, Jharsuguda, Sambalpur and Angul Districts of Odisha on the South and South East and Singhbhum District of Jharkhand and Keonjhar District of Odisha on the east.

The Sundargarh town is the district headquarter. Geographically, the district is not a compact unit and consists of widely dissimilar tracts of expansive and fairly open, dotted with tree, clad isolated peaks, vast inaccessible forests, extensive river valleys and mountainous terrain. Broadly speaking, it is an undulating tableland of different elevations broken up by rugged hill ranges and cut up by torrential hill streams and the rivers IB and Brahmani. The general slope of the District is from north to south. Because of this undulating, hilly and sloping nature of landscape, the area is subjected to rapid runoff leading not only to soil erosion but also to scarcity of water for both agriculture and drinking purposes. Brahmani, Sankh, Koel and IB are the major rivers flowing through this District. Covering a geographical area of 9712 SQ. KMs., Sundargarh District is the second largest District of the state, accounting for 6.23 percent of its total area. Out of this total area, forests cover 4232.57 SQ. KMs., this being the second largest in the state, accounting for 8.53 percent of the state total.

Sundargarh District has 3 sub divisions, 18 Tehsils, 17 Blocks and 279 Gram Panchayats and 1779 no. of villages (includes 8 Census Towns and 9 out growths) and 04 Urban Local Bodies. Topographically, this district is located between latitude 21 degree 36' N to 22 degree 32' N and longitude 83 degree 32' E to 85 degree 22' E. The population of this District is 20,93,437, which is fifth most populous District of the state, out of which the rural population is 13,55,340 and urban population is 7,38,097 and **the TRIBAL population of the district is 10,62,349, which is more than 50% of the total population.** The literacy rate of the district is 73.34%.

The climate of this District is characterized by extremely hot summers and cool winters. Climate is hot & moist sub humid. Normal rainfall of the District is approximately 1230 mm, but there is a deviation in receipt of rainfall pattern which is influencing crop production.

Sundargarh is recognized as an industrial district in the map of Odisha. Steel Plant, Coal Mines, Power Plants, Fertilizer Plant, Cement factory, Ferro Vanadium Plant, Machine building factory, Glass and china clay factory and Spinning mills are some of the major industries of this District. Sundargarh occupies a prominent position in the mineral map of Odisha and is rich in iron ore, limestone, manganese, dolomite, and fire clay. Major industries are the Odisha Cements Ltd, Hart Fertilizers Ltd, and Odisha Industries Ltd. The industrial town of Rourkela in this District has the first government sector plant built with foreign collaboration and was the first in India to use LD oxygen technology.

ABOUT MO SCHOOL ABHIYAN

It is an initiative launched by the Honb'le Chief Minister, Government of Odisha on the occasion of Children's Day i.e. 14th November, 2017 in philanthropic interest from Alumni of Odisha Schools to contribute to their Alma maters. It's aim to create a platform for Alumni & other well-wishers in India and abroad to connect, collaborate and contribute to revamping School Education in Odisha. It is also a first-of-its kind initiative by a State Government for strengthening citizen-Government partnership. The Alumni/ other well wishers lead in designing the programme, defining its goals and the latter provides financial and implementation support.

The goals and objectives of the programme is to bridge infrastructural gaps, improve mid-day meal and other nutritional initiatives, develop sports infrastructure and coaching support, ensure physical and mental well being of students, foster human and **technology-enabled interventions to enhance the educational ecosystem** and bring it on par with world standards, address the problem of teacher-absenteeism and lack of motivation through innovative training program, workshops, and prizes, felicitate exposure visits, foster a maker and DIY (Do-It-Yourself) culture where students learn how to work with their hands to build, clean and fix things, whether in a laboratory or a workshop or their homes or school premises and to encourage for garden by planting fruit/ medicinal trees in every school.

Accordingly, as a part of "THE MO SCHOOL ABHIYAN", Sundargarh District Administration is going to set up "Virtual Class Rooms" initially in 70 nos. of High Schoolsof the district being managed by the School & Mass Education Department. as well as ST & SC Development Department, to give technical supporting platform to student out of District Mineral Foundation funds, which shall be well equipped with Learning Management System. A Central Studio will also be established at district level from which the students can take part in two way discussions directly with the Experts to solve their problems to enhance their knowledge.

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Bidding Data Sheet

1	RFP Identification No.	RFP Identification Notice <u>No/ DMF/SNG/05-2018-19.</u>
2	Name of work	“Selection of Implementing Agency for Design, Development, Implementation and Management of Virtual Class Rooms in 70 nos. of High Schools in Sundargarh District and one Studio at District Headquarters out of District Mineral Foundation funding with CMC for a period of 5 years and operational”
3	Method of selection	QCBS
4	Joint venture/Consortium	No
5	Contacting authority	Chief Executive Officer, DMF, Sundargarh
6	Availability & Downloading of tender documents from the Website.	08.11.2018 (11.00 AM) to 07.12.2018 (05.00 PM) Website: www.sundergarh.nic.in
7	Last date of bid submission	07.12.2018 till 5:00PM
8	Cost of Bid Document	Rs.10,000/- to be submitted in shape of DD in favour of Chief Executive Officer, DMF, Sundargarh to be drawn at Sundargarh.
9	EMD	Rs.2,00,000/- to be submitted in shape of DD in favour of Chief Executive Officer, DMF, Sundargarh to be drawn at Sundargarh.
10	Submission of queries if any	Latest by 05.12.2018 (5.00 PM)
11	Opening of Technical proposal	11.12.2018 at 4:00 PM
12	Opening of Financial proposal	13.12.2018 at 5:00 PM
13	Validity of Proposal	90 days from the date of submission.
14	Mode of submission	Through Speed Post/ Registered Post (Indian Post) and no other means.
15	Address	Chief Executive Officer, District Mineral Foundation, Sundargarh (Odisha) – 770001 Email: dmfsundergarh@gmail.com Tel: 06622-273846

Sd/-

**Collector and Chairperson cum
Managing Trustee, DMF, Sundargarh**

1. Section I - Invitation for Bid

1.1 Project Back Ground:

The District Administration Sundargarh under District Mineral Foundation has embarked on an ambitious journey of developing various High Schools of the district. This initiative includes 70 nos. of High Schools throughout the district located in 17 blocks of the district. This RFP pertains to selection of agency for implementation of Virtual Class Rooms in the Government High Schools in Sundargarh district.

The population of this District is 20,93,437, which is fifth most populous District of the state, out of which the rural population is 13,55,340 and urban population is 7,38,097 and the tribal population of the district is 10,62,349, which is more than 50% of the total population. The literacy rate of the district is 73.34%.

This RFP aims at **Setting up and commissioning of Virtual Class Rooms well equipped with Learning Management System in the identified 70 nos. of High Schools of the district and Central Studio at district headquarters.**

1.2 Project/Tender Objective

The key objectives of the project are:

- (i) To increase knowledge assimilation and retention amongst school children of Government High Schools.
- (ii) Harness the use of technology for improving the overall reach and quality of education in schools, where this is a significant dearth of skilled teachers.
- (iii) Smart User Friendly Solutions for students to learn in Odia and in English medium.
- (iv) Enhanced proficiency in academic subjects.
- (v) Career Assessment Programme for Students to prepare and excel in the competitive examinations.
- (vi) Virtual Learning Environment for connecting the Subject Experts to Students.
- (vii) To enhance learning by creating a non-stressful and interactive environment.
- (viii) To provide better systems and solutions to the educationists.
- (ix) To provide new and innovative tools to teachers and enable them to provide quality education to students.
- (x) An Interactive White Board System or similar solution that can enable teachers to engage students and get them to pay attention, participate and interact with teachers and other students. Smart Boards with multi-touch points helps to support

Besides the primary objectives of the VC, the other possible applications of the solution for future implementation after its conceptualization may be as follows –

- 1) Tele-Medicine – The consulting facilities can be provided for medical problems and other health related issues where local people can directly interact with doctors of a central location to seek help or advice. With the integration of the telemedicine kit real time diagnosis also can be done of the patients in remote locations.

- 2) Training programs– The training can be provided which are relevant to the rural population such as training in farming, agricultural equipment, the latest breakthrough in technology in agriculture, use of fertilizers, use of cooperative farming and societies to optimize cost and negotiate better rates.
- 3) Training programs can be conducted from the central studio in basic hygiene and healthcare, in general and to para medical staff in specific.
- 4) Educational films, documentaries & other awareness programs can be shown to the local population.
- 5) Different Government departments can address and conference with local representatives and the general public.
- 6) Skill development courses can be customized for the local population depending upon the local needs so that the people in the region can become self-sufficient in various skills. A tentative list of skill development courses is mentioned below:-
 - a) Automotive Repair
 - b) Beauty & Hairdressing (Targeted to Women Candidates)
 - c) Business English
 - d) Computing & Information and Communication Technology
 - e) Construction
 - f) Employability/Soft Skills
 - g) English Language Training
 - h) Entrepreneurship Development Program
 - i) Healthcare Management (Targeted to Women Candidates)
 - j) Nursing Degree (Targeted to Women Candidates)
 - k) Hospitality
 - l) Security
 - m) Travel & Tourism
 - n) Retail Management

1.3 Current Tender Objective

Under the chairmanship of Collector cum Managing Trustee, **District Mineral Foundation, Sundargarh** is initiating and implementing a scheme called ‘Virtual Classrooms’ herein after referred as VC. This VC will be provided to students for all the curriculum subjects from a Studio located at Sundargarh.

Virtual Classrooms (VC) is a comprehensive scheme for enhanced learning experience for students. The main objectives of the project are to cross geographical barriers and to provide them free education/ training at different locations at same time, so that it will be beneficial for all the students from educationally backward blocks in remote areas of Sundargarh District. Project scope includes design, development, implementation, operation and maintenance of the VCs.

1.3.1 Learning Management System

1. It will cover creation, supply, uploading and maintenance of Odia and English language educational digital contents as per the syllabus prescribed by Odisha Government Boards and NCERT syllabus along with future up gradation as and when required.

This Learning Management Solution will have to include the following features –

Sl. No.	Key Features
1	Digitization of Course Contents This is the most important element of the Learning Management System. The Implementation Agency is responsible to encapsulate the best-in-class relevant easy-to-teach, easy-to-understand, user-friendly course content in all the possible innovative format, into the repository, for ease of access by all the stakeholders. • Facilitation of digital contents syllabus-wise and subject-wise in Odia as well as English. Odia and English will be the essential language of the overall Virtual Class Room project. • To bring an exhaustive repository of world class digital modules or lessons, (consisting of 2D and 3D animations, graphics, audio and video) on every subject, which the teacher could easily access and project in the classroom that illuminated and explained abstract and difficult concepts with clarity. • The learning content shall be exhaustive with respect to Odisha state board Curriculum. The animations shall be of high quality which easily explains complex phenomena in all the subjects. The animations and other interactive content should be such that it assists the teaching learning process in an effective and simple manner. The modules should have pause, play, fast forward and rewind options. Movement from one module to other (e.g.: one chapter to another or from animation module to assessment module) should also be easy, quick and user friendly. • Good Quality content should be provided including specialized skill set training and all the Lab Experiments in the Curriculum. There should be STEM content consisting of: Science, Mathematics, Geography and Language Learning. • The software and hardware of the service provider should be flexible in such a way that any additional multimedia content in the form of video, lectures, animations, pictures, 2D/3D videos and additional questions created by subject teachers could be added into the database via a pen drive or external hard disk and used in an effective and simple manner. • The hardware and software installed shall be such that it shall be compatible to other (define formats) video lecture databases and other (define formats) smart class databases.
2	Learning management system would have integrated student information system commonly known as guardian-tutor learner system.
3	Modern features for recording and replay of lectures in offline mode as well as internet streaming. The Recorded lectures from the Central Studio has to be integrated into the LMS and should be available for viewing, raising queries etc by the students. Students should be able to ask questions in over chat/voice communication.
4	This system would have subject-wise scores score feeding facility and accordingly parents would be auto-notified of results through SMS.

1.3.2 Set up one Central Studio embedded at District Headquarters Sundargarh.

One Studio will be set up for coordinated and comprehensive learning at Sundargarh district headquarters.

Install/replace the hardware and activate the software to run the lectures in virtual class rooms in the proposed 70 High Schools to be identified and communicated by the District Education Officer, Sundargarh.

Selection of Agency for Design, Development, Implementation and Management of Virtual Class Rooms. Install all the required software to run Virtual Class Room (VC) sessions on hardware in 70 High Schools of the district.

Infrastructure in each virtual class room of the 70 High Schools should enable the students to view the online synchronous training content, faculty video and hear the faculty voice. For smooth running of VTC from Central Studio, voice facility has to be two ways.

1.3.3 Creation, supply and installation of Virtual Class Room Management System (Software, Dashboard and Hardware) and Library Management System.

1.3.4 Providing school IT networking and connectivity including internet with comprehensive warranty of all equipment and all software for FIVE years. This project will have to be operated and maintained by Implementation Agency for 5 years.

- Assess the IT connectivity of the school and provide connectivity to run digital classrooms, virtual training sessions, learning management system and library management system with improved performance. There should be no lag between video and voice for optimal learning experience.
- Integration with the Central Studio and the Integrated Command and Control Center, including upgradation / replacement of servers and providing redundancy.

- 1.3.5 Training/Capacity Building Sessions of teachers and parents as needed
- 1.3.6 Providing Helpdesk/Resource persons for recording all the day to day problems and other technical incidents occurring during the Operations & Maintenance phase.
- 1.3.7 It is proposed that the Agency would procure satellite and internet bandwidth as a service for the entire duration of project period for the various locations of the schools identified for the district.
- 1.3.8 The Common Application including the Digitalized Contents, Learning Management System, Library Management System, needs to be hosted at the Integrated Command and Control Centre Cloud or using any other Cloud Service Provider. The Bidder needs to provide connectivity at the schools, for synchronizing the data from the Schools and Central Studio with the Central Cloud.

1.4 Site visit and verification of information

1.4.1 Bidders are encouraged to submit their respective Proposal after visiting the site and any other matter considered relevant by them.

1.4.2 It shall be deemed that by submitting a Proposal, the Bidder has:

- a. Made a complete and careful examination of the Bidding Documents;
- b. Received all relevant information requested from the Authority;
- c. Acknowledged and accepted the risk of inadequacy, error or mistake in the information provided in the Bidding Documents or furnished by or on behalf of the Authority relating to any of the matters above;
- d. Satisfied itself about all matters, things and information necessary and required for submitting an informed Proposal, execution of the Project in accordance with the Bidding Documents and performance of all of its obligations there under;
- e. Acknowledged and agreed that inadequacy, lack of completeness or incorrectness of information provided in the Bidding Documents or ignorance of any of the matters shall not be a basis for any claim for compensation, damages, extension of time for performance of its obligations, loss of profits etc. from the Authority, or a ground for termination of the Service Agreement; and
- f. Agreed to be bound by the undertakings provided by it under and in terms hereof.

1.4.3 The Authority shall not be liable for any omission, mistake or error on the part of the Bidder in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to RFP, the Bidding Documents or the Bidding Process, including any error or mistake therein or in any information or data given by the Authority.

2. Section II - Instruction to Bidders

2.1. General

- From the time of bid advertisement to the time of Contract award, if any Bidder wishes to contact the Collector and Chairperson, DMF Sundargarh (or designated officer) on any matter related to the bid, it should do so in writing at the address mentioned in Bid Fact Sheet.
- The Bids shall remain valid for the period of 90 days after the bid submission deadline date prescribed by the Collector and Chairperson, DMF Sundargarh.
- Any bid NOT accompanied by an enforceable and compliant bid security (EMD) may be rejected by the Collector and Chairperson, DMF Sundargarh as non-responsive.
 -
- The bid security of unsuccessful Bidders shall be returned as promptly as possible upon award of contract to the successful Bidder. No interest will be payable by the Collector and Chairperson, DMF Sundargarh on the amount of the Bid Security.
- The bid security of the unsuccessful Bidder shall be returned as promptly as possible once the successful Bidder has signed the Contract and furnished the required performance security.
-
- The bid security will be forfeited by Collector and Chairperson, DMF Sundargarh on account of one or more the following reasons:
 -
 - If a bidder withdraws its bid during the period of bid validity
 - If the successful bidder fails to sign the contract in accordance with terms and conditions of this RFP.
 - In the case of a successful bidder, if the Bidder fails to sign the Contract or to furnish Performance Bank Guarantee within specified time

2.2 Clarifications

- Bidders requiring any clarification on the RFP may notify the Authority in writing by post or e-mail to the address in accordance with relevant Clause. They should send in their queries before the date mentioned in the Schedule of Bidding Process specified in relevant Clause, the Authority shall endeavor to respond to the queries within the period specified therein. The responses will be sent by post or e-mail. The Authority will forward all the queries and its responses thereto, to all Bidders without identifying the source of queries.
- The Authority shall endeavor to respond to the questions raised or clarifications sought by the Bidders. However, the Authority reserves the right not to respond to any question or provide any clarification, in its sole discretion, and nothing in this Clause shall be taken or read as compelling or requiring the Authority to respond to any question or to provide any clarification.
- The Authority may also on its own motion, if deemed necessary, issue interpretations and clarifications to all Bidders. All clarifications and interpretations issued by the Authority shall be deemed to be part of the Bidding Documents. Verbal clarifications and information given by Authority or its employees or representatives shall not in any way or manner be binding on the Authority.
- Any Cancellation/ Addendum/ Corrigendum thus issued relating to RFP will be published in the Sundargarh District Website “www.sundargarh.nic.in”.
- At any time prior to the deadline for submission of Proposals, the Authority may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the RFP by the issuance of Addenda.
- In order to afford the Bidders a reasonable time for taking an Addendum into account, or for any other reason, the Authority may, at its own discretion, extend the Proposal Due Date, if necessary.
- At any time prior to the last date of receipt of the bids, Collector and Chairperson, DMF Sundargarh may, for any reason, whether at its own initiative or in response to a clarification raised by a prospective bidder, modify the Bidding Document through a Corrigendum.
- Any such corrigendum shall become part of this RFP.
- In order to provide prospective bidder reasonable time for taking the corrigendum into account, Collector and Chairperson, DMF Sundargarh may, at its discretion, extend the last date for the submission of the Bid.
- Collector and Chairperson, DMF Sundargarh reserves the right to cancel the RFP or reject all the bid applications without assigning any reasons at any stage of bidding process.

2.3 Sealing, Marking and Submission of Bids

- The Bidder shall provide all the information sought under this RFP. The Authority will evaluate only those Proposals that are received in the required formats and complete in all respect.
- The Proposal shall be typed or written in indelible ink and signed by the authorized signatory of the Bidder who shall also initial each page, in blue ink. All the alternations, omissions, additions or any other amendments made to the Proposal shall be initialized by the person(s) signing the Bid.
- The Bidder shall submit the Proposal in the format specified in relevant Clause, and seal it in envelopes.
- The documents accompanying the Proposal shall be placed in separate envelopes and marked as indicated below. The Proposal submission shall include:

Technical Bid Submission

- Letter of Proposal in the prescribed format (As Per Format 9.7)
- Bid Security (EMD) in the form of DD/BG. (As per Format 9.6).
- Performance Bank Guarantee (Format 9.11)
- Particulars of the Bidder (Format 9.2)
- CA certified Net Worth certificate for Bidder enclosed with Format (9.3)
- CA certified Consolidated Turnover for Last 3 Years (Format 9.4)
- Self- declaration by Bidder for not Being Blacklisted (Format 9.5)
- Earnest Money Deposit (Format 9.6)
- Technical Proposal Cover Letter (Format 9.7)
- Experience in Setting up of Virtual Class Room for the School (Format 9.8)
- CV of the Key Manpower Proposed (Format 9.9)
- Manufactures Authorization from (Format 9.10)
- Presentation in respect of understanding of services, credentials and strategy to handle all the task

Financial Bid Submission

- Proposal consisting of the Bidders' financial offer for the Project in the format set out in (Format 9.12) of this document.
- The financial proposal shall be inclusive of all out of pocket expenses incurred by the Consultant towards Local site office, site visits, travel, documentation and communication etc., taxes, royalties, fees, taxes and charges, excluding GST, as applicable except those as prescribed in this RFP.
- The Authority reserves the right to reject any Financial Proposal which is conditional and non-responsive.

- **Envelopes shall be addressed to:**
Chief Executive Officer, DMF, Sundargarh
DMF Office, 1st Floor, of DRDA, Sundargarh
At/Po/District-Sundargarh, Odisha
PIN- 770001
Contact Details- Ph.06622-273846
E-MAIL ADDRESS: dmfsundargarh@gmail.com

2.4 Rights to Accept/Reject any or all Bids

Collector and Chairperson, DMF Sundargarh reserves the right to accept or reject any bid, and to annul the bidding process and reject all Bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for Collector and Chairperson, DMF Sundargarh action.

2.5 Language of Bid

The proposal and all correspondence and documents shall be written in English. In case of accompanying literature or brochures etc., being in a language other than English, a certified translation should accompany the documents as a part of the RFP. All proposals and accompanying documentation will become the property of Collector and Chairperson, DMF Sundargarh.

2.6 Modification and Withdrawal of Bids

No proposal may be modified / withdrawn in the interval between the deadline for submission of proposals and the expiration of the validity period specified by the Bidder on the proposal form. In case the Bidder wishes to withdraw the Bid after the date of opening of the bids, the bidder may do so, but the EMD of the Bidder shall be forfeited.

- A Bidder wishing to withdraw its bid shall notify to Collector and Chairperson, DMF Sundargarh by e-mail prior to the deadline prescribed for bid submission. A withdrawal notice may also be sent by electronic means such as e-mail, but it must be followed by a signed confirmation copy, postmarked no later than the deadline for submission of bids.
- No bid should be withdrawn in the interval between the bid submission deadline and the expiration of the bid validity period specified in the Bid Data Sheet. Withdrawal of a bid during this interval may result in the forfeiture of the Bidder's EMD.

2.7 Notifications of awards and Signing of Contract

- Prior to the expiration of the period of bid validity, the Bidder will be notified in writing or by email that their bid has been accepted.
- At the time Collector and Chairperson, DMF Sundargarh notifies the successful Bidder that its bid has been accepted, Collector and Chairperson, DMF Sundargarh will send the Bidders the proforma for Contract, incorporating all clauses/agreements between the parties. The successful Bidder shall sign and date the Contract and return it to Collector and Chairperson, DMF Sundargarh Draft Format of the contract has been included in the bid document.

2.8 Performance Bank Guarantee

- The successful Bidder at own expenses shall deposit the Bank Guarantee with the Collector and Chairperson, DMF Sundargarh, within 15 (fifteen) days after the receipt of notification of award of the Contract (Letter of Award) from Collector and Chairperson, DMF Sundargarh. An unconditional and irrevocable Performance Bank Guarantee (PBG) from a Nationalized/Scheduled Commercial Bank acceptable to Collector and Chairperson, DMF Sundargarh, in the format prescribed in this RFP payable on demand, for the due performance and fulfillment of the Agreement by the Bidder.
- The Performance Bank Guarantee may be submitted as Bank guarantee from a Nationalized/Scheduled Commercial Bank.
- This Performance Bank Guarantee shall be for an amount equivalent to 5% of Total Project Cost. All incidental charges whatsoever such as premium, commission etc., with respect to the Performance Guarantee shall be borne by the Bidder. The Performance Guarantee shall be valid for six months post completion of the Project. Subject to the terms and conditions in the contract.

2.9 Failure to agree with the Terms and Conditions of the Bid/Contract

- Failure of the Bidder to agree with the Terms and Conditions of the bid/Contract shall constitute sufficient grounds for the annulment of the award of contract, in which event the contract may be awarded to the next most responsive Bidder.

2.10 Legal and Stationery Charges

- The successful bidder will have to bear the legal & stationery charges at rates for preparing contract documents as per prevailing circular. The stamp duty payable for the contract shall be borne by the Implementation Agency.
- The successful Bidder shall enter into a contract agreement with Collector and Chairperson, DMF Sundargarh within 30 days from the date of issue of Work Order and the same should be adjudicated for payment of Stamp Duty by the successful Bidder.
- All legal charges and incidental expenses in this respect shall be borne and paid by the successful Bidder.

2.11 Bid Currencies

- Prices shall be quoted in Indian Rupees (INR).

2.12 Bid Validity Period

The proposals shall be valid for a period of 90 days from the deadline of submission of Bids. On completion of the validity period, unless the Bidder withdraws proposal in writing, it will be deemed to be valid until such time that the Bidder formally (in writing) withdraws proposal.

2.13 Rectification of Errors

- Bidders are advised to exercise adequate care in quoting the prices. No excuse for corrections in the quoted price will be entertained after the proposals are opened. All corrections, if any, should be initialed by the person signing the proposal form before submission, failing which the figures for such items may not be considered.
- Arithmetic errors in proposals will be corrected as per unit rates quoted

2.14 Bidder Qualification

- The Bidder may be duly Authorized Representative and shall submit a Certificate of authority. All Certificates and documents (including any clarifications sought and any subsequent correspondences) received hereby, shall, as far as possible, be furnished and signed by the authorized representative.
- The authorization shall be indicated by written Power of Attorney (as per Agency's format) accompanying the Qualification Bid.

3. Section III- Qualification and Evaluation Methodology

3.1 Qualification Criteria

Sr.	Parameter	Eligibility Criteria	Documentary Evidence	Compliance (Yes/ No)
1	Legal Entity	The Bidder should be i. A company registered under Indian Companies Act ii. Should have GST Number	i. For Sole/Prime Bidder Copy of Certificate of Incorporation and Copy of Memorandum of Associations (MOA), Articles of Association (AOA), duly signed by the authorized signatory of the bidder. ii. For Sole/Prime Bidder GST Registration Copy	
2	Financial Strength	The Bidder should have an consolidated turnover of at least INR 30 Cr years (FY 2015 - 16, 2016 – 17, 2017 – 18 over the last three financial). The above mentioned turnover value should be	Certificate from the statutory auditor / CA certified provisional figures clearly specifying the Consolidated	

		from ICT Solutions in Govt Domain/ Managing Smart School ICT Setup and Operations in Govt or Private domain or Virtual Class Rooms	turnover for the specified years. Notarized copy of the certificate should be submitted	
		The Bidder should have positive net worth as on 31st March 2018.	CA certificate mentioning net worth of the bidder should be enclosed.	
3	Organizational Strength	The Bidder should have experience in implementing following scope within last five years (as on bid publish date) in India. At least 3 Projects related to virtual Classroom (at least 100 nos.) Implementation in Schools/Universities/Academics in urban scenario. Each of such projects should qualify following criteria: Project Value of minimum INR 3 (three) Crore In case project is on-going atleast, Go-Live has been done and O&M has started.	Copy of work order + Completion Certificates+ Client Certificate from the client; OR Copy of Work Order + Self Certificate of Completion (Certified by CS/independent auditor of the bidding entity) + Client Certificate from the client OR Copy of work order + Phase Completion Certificates from the client + Client Certificate from the client; OR Work Order + Self Certificate of Phase Completion (Certified by CS/independent auditor of the bidding entity)	
4	Standards/ Certifications	The Bidder should possess Valid ISO 9001 Certification.	Copy of valid certificate	
5	No-Blacklisting	The Bidder should not have been blacklisted by any Central/State Government Organization or Department in India at the time of submission of the bid.	Self-Declaration Letter duly signed by authorized signatory on company letter head	

3.2 Technical Evaluation Criteria

Proposals of only those Applicants who satisfy the Conditions of Eligibility will only be considered for detailed technical evaluation. In the first stage, the technical capability of the applicant will be evaluated and short listed for consideration of their presentation.

The scoring criteria to be used for evaluation shall be as follows:

The aforesaid applicants, subject to detailed evaluation as per the scoring criteria given in the table below will be short listed and considered for evaluation of their financial proposal. The Applicants, scoring 70 marks and above only will be qualified for further evaluation

Sr	Evaluation Criteria	Max. Marks
1	Bidder turn over Consolidated Turnover –30 -34Cr – 5Marks Consolidated Turnover –35 -40 Cr – 10 Marks Consolidated Turnover –41 -50 Cr – 15 Marks	15 Marks
2	Bidder should valid ISO 9001:2000 certification	5 Marks
3	Manufacturers Authorization	10 Marks
4	Proposed Key Man Power for the project	10 Marks
5	Bidder should have experience in supply, operating and maintenance 2-Way Virtual Class System on VSAT/Leased Line 3 years in Operating 2 studio with 200 Remote Class room – 10 marks 4 years in Operating 3 studio with 300 Remote Class room – 20 marks 5 years in Operating 4+ studio with 400+ Remote Class room – 30 marks	30 Marks
6	Presentation in respect of understanding of services, credentials and strategy to handle all the tasks as stated in the ToR , Understanding, Approach & Methodology & Work Plan	30 Marks

1. To qualify the technical evaluation stage, the bidder must score a minimum of 70 marks. Collector and Chairperson, DMF Sundargarh will open the Financial Bids of those Bidders who will achieve minimum score of 70 marks in technical evaluation
2. Documentary evidence (Citation, copy of completion / ongoing client certificate and work order / Contract) is required for all project experience.
3. In case project is on-going projects, a certificate to that effect should be furnished from the competent authority supported with Work Orders/ LoA.
4. Collector and Chairperson, DMF Sundargarh (or a nominated party) reserves the right to check/validate the authenticity of the information provided by the Bidder for Technical Evaluation criteria and the requisite support must be provided by the Bidder.

3.3 Financial Evaluation

In the second stage, the financial evaluation will be carried out as per this Clause. Each Financial Proposal will be assigned a financial score (SF).

For financial evaluation, the total cost indicated in the Financial Proposal (Format 9.12) and Illustration given in Annexure 2.

The Collector and Chairperson, DMF Sundargarh will determine whether the Financial Proposals are complete and unconditional. The cost indicated in the Financial Proposal shall be deemed as final and reflecting the total cost of services. Omissions, if any, in costing any item shall not entitle the firm to be compensated and the liability to fulfill its obligations as per the TOR within the total quoted price shall be that of the Agency. The lowest Financial

Proposal (F_M) will be given a financial score (S_F) of 100 points. The financial scores of other proposals will be computed as follows:

$$S_F = 100 \times F_M / F$$

(F = Amount of Financial Proposal)

Provided that the bid is substantially responsive, the Authority shall correct arithmetical errors on the following basis:

If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Employer there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;

- If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.

3.4 Final Evaluation of Bid

Collector and Chairperson, DMF Sundargarh will award the Contract to the Bidder based on Quality Cum Cost Basis (QCBS). All the bids will be scrutinized/evaluated as per the criteria given in the RFP documents and a list of successful bidders will be evaluated on the QCBS pattern of 80:20 (Technical Bid - 80% weightage, Financial Bid - 20% weightage) Proposals will finally be ranked according to their combined technical (S_T) and financial (S_F) scores as follows:

$$S = S_T \times T_W + S_F \times F_W$$

Where S is the combined score, and T and F are weights assigned to Technical Proposal and Financial Proposal that shall be 0.80 and 0.20 respectively.

4. Section – IV Scope of Work and Terms of Reference

4.1 Project Detail Scope

1. Upgrade of schools including Supply, install, and commission, integrate, maintain various items and provide warranty & related support services as detailed out in Bill of Material, including related software, OS, etc. for a period of 5 years from the date of installation for all supplied items across Rourkela district.
2. Bidder has to provide the services for configuring the hardware and deploying system software as per the requirements / testing /integration of various hardware and software across the Odisha State.
3. Bidder has to ensure that the quoted solution should be compatible with existing IT Infrastructure installed & operational.
4. Bidder should have a back-end support agreement/arrangement for services including supply of spare parts, expertise requirements etc. with the Original Equipment Manufacturers (OEMs) of Integrated Community Computer System which includes the post-sales support activities for the entire project period. The OEM undertaking letter should be submitted along with the bid.
5. Costs must include cost of delivery at designated location, transit handling and insurance, custom duties etc. as may be applicable. Variations in rates and structure, introduction of new levies shall be payable separately.
6. Bidder has to provide minimum 4 qualified teachers for Mathematics, Geography, English & Science subjects (optional)
7. Bidder has to provide interactive multimedia content for class IX and X as per Odisha state board syllabus.
8. Provide on-site warranty support for five years from date of installation for all the supplied items.
9. Bidder has to submit the compliance letter showing line by line compliance with tender technical specification on their letterhead.
10. Bidder has to submit the full compliance of the tender terms & condition and scope of work on their letterhead (as per agency's format)
11. Live Lectures/Virtual Learning: Providing a platform for the Subject Experts, to deliver expert lectures in a live environment anytime, anywhere with a facility to multiple students from remote areas to join in, and avail the learnings, raise queries, enhance their knowledge using an interactive way of learning.
12. Library Management system: This system should be designed to digitize the records of library and enable library management system for automated book issuing and record keeping system.
13. Learning Management System: Set up a Learning Management Solution with storage at the local server at each school and synchronization, automatic data backup on cloud data centers to provide state-of-art features for in-class as well as distance learning.

14. Learning Management Software

E-Learning Software/Platform/Learning Management System has to be installed in Central Cloud and has to be integrated with each classroom of the school. It should be available online as well as offline. This system should offer set of tools to reduce effort dedicated to infrastructure and course management.

E-Learning Software and Learning Management suite should be aimed to change the way conventional way of learning and teaching. This system has to bring in related social web technologies and integrate them into E-Learning platform.

Learning management system should have integrated **Video Lecture Capture and Delivery (VLC)** providing required modules used to deliver digital learning. . The recorded lectures should form an exhaustive repository of all the information related to a specific course. It should enable students to make quick revisions, compensate for missed lectures. Following tools covering major categories should form a part of it:

1. Content Development Tools (this would essentially be a part of Implementation Agency): 2D & 3D Content Creation, Syllabus & Course Management, Updating Syllabus & Timetable as and when needed, Assignments and Test management

2. Productivity Tools: Grades, Progress, Analysis of growth in student performance

- Learning Management System should have facility to upload course content in the form of video, presentations, pictures, pdf, spreadsheets and any other type of documents.
- Software should have facility where students can be assigned to the course and be provided with login credentials to revise the course material as well as take examinations.

14. Setup one Central Studio in Sundargarh Head Quarter with Control system

- One Studio at Sundargarh Head Quarter will be set up for coordinated and comprehensive learning. This will be in one of the Government Schools.
- The studio should be able to connect with all the 70 Virtual Class Room of the District.
- Install/replace the hardware and activate the software to run the lectures in classrooms and VTC sessions 70 Virtual Class Room of the District.
- Any of the interconnected classes of the Virtual Training session apart from the Central Studio, should be able to become a master class and deliver live and recorded lecture to the other connected slave classrooms.
- Infrastructure in each school should enable to students view the online synchronous training content, faculty video and hear the faculty voice. For smooth running of Virtual Training Classrooms from Central Studio, voice facility has to be two way.

- Provide comprehensive maintenance of the equipment(s) as well as connectivity for the duration of 5 years from the date of commissioning of the overall system.
- Supply, install, commission IT Network to these 70 Virtual Class Room. (list of School, Enclosed in Annexure - 1)

15. Design, Supply, Installation and Commissioning of Bandwidth required for operations in the 70 Virtual Class Room and 1 Studio

- Agency will provide internet connectivity at each of the Schools.
- Agency shall ensure that bandwidth utilization should not cross 70% at any point of time. During the operations if bandwidth utilization reaches 70%, Agency will require to increase the Bandwidth without any additional cost.
- In case the Telecommunication guidelines of Government of India require the purchaser to place Purchase Order to the Service Provider for bandwidth. However, Agency shall sign a contract with Telecom Service Provider(s) and ensure the performance.
- .
- Agency shall also co-ordinate regarding Network / Bandwidth connectivity in order to prepare the installation plan and detailed design / architectural design documents.
- The plan and design documents thus developed shall be submitted by Agency for written approval by the designated authority.
- After obtaining the approval from the designated authority, Agency shall commence the installation.

16. Hosting of the Common Virtual Class Room Application for Sundargarh District.

- Agency would be required to host the solution on the ICCC Cloud or using the services provided by any other Cloud Service Provider. Cost of cloud hosting to be included in the financial bid of the bidder. The Bidder should ensure adherence to MeiTY guidelines for data hosting, IT guidelines compliance.
- This will be cloud based Data Center/ Data Recovery Centre

17. Capacity Building and Training

- **Building the Capacity of the Teachers in a comprehensive manner to enable them to use, operate, train other teachers and teach students.**
 - **Objectives of Training**
 - The trainee becomes capable of using computer for normal operation & installing, operating & using the software.
 - The trainee understands the manner in which the topic is dealt with the answer questions/queries from students on the topics.
 - The trainee should be able to make his/her own lesson plans using the Learning Management software and using the Internet facility available in the school.
 - The training should be hands on with the help of computers and software (educational) developed.

- The Training should include presentation/discussion on the topics by subject experts also.
- A teachers' manual should be made available to all the trainees.
- Expected set of questions/answers should be provided at the end of the training
- The training must cover
 - Introduction Session
 - Computer Overview (Parts of PCs/ digital devices/ etc.)
 - Operating Systems Office Suit.
 - Internet/ Email/browsing etc.
 - Classroom learning and teaching tools- Projectors/collaborating networking etc., Use of ICT materials in teaching and learning.
 - Working with multimedia
 - Making and Editing movies, pictures, images. Etc.
 - Overview of web applications
 - Internet and e communications
 - Computer technology and security
 - Search optimization(search engines and how to take out relevant content)
 - Classroom learning and teaching tools.
 - Overview of personalized learning.
 - Assessment and evaluation.
 - Use of Learning Management System and related Application

17. Manpower Requirements

Implementation Agency will have to provide the following personnel to develop and manage the project on a full time basis:

School Coordinator: The bidder has to appoint School Coordinator from the starting of the project operations for Implementation and O&M period, for co-ordination and implementation of the project and to provide periodic feedback and reporting to the **District Education Officer/ District Welfare Officer/ Collector and Chairperson, DMF Sundargarh.** The Bidder has to ensure that one resource is available during the complete working hours at Central Studio Control Room who would be responsible to align the lectures and help the teachers in creating/customizing contents as per requirements. The contact details of the resource should be available with the teachers and he should act as a single Point of Contact for all the teachers.

Education qualifications:

- Graduate in any discipline and Experience in working for IT sector.

Roles and responsibilities:

- In charge of the complete project management from the bidder
- To ensure smooth implementation of the project
- Monitoring of the performance of School
- Instructors. Infrastructure maintenance.

- Interacting with the IT Support Staff for resolution of any issues. Vendor Management to ensure the Machines are have high uptime
- To get the desired data, reports on time always and to send monthly report to the education department
- To close all High Priority Issues within 7 days by co-coordinating with IT Support Staff and Vendor
- To schedule Faculty Induction, Technical Trainings and a Capacity Building session for parents as per requirement.
- Send Monthly reports to **Collector and Chairperson, DMF Sundargarh** office & education department and participate in the monthly review
- Principal interface from the vendor with the Collector and Chairperson, DMF Sundargarh and District Education Department throughout the project period
- To ensure the contractual obligations are met as per agreement
- MIS requirements from the stakeholders (Collector and Chairperson, DMF Sundargarh/ Education department) are met
- Training students, teachers and if required, parents on IT skills as per the school syllabus and time table.

18. IT Support Staff :IT support staff as provided in the Financial Bid for the entire project cycle will have to be deployed for smooth implementation, operation and management of the project. IT support staff will ensure the successful implementation and operations of the project.

Detailed roles & responsibilities are as below:

Education Qualification

- Graduate in any discipline
- MCA / BCA / BSc. IT/ PGDCA or 1 year Diploma or equivalent in Computers from any recognized/reputed institution.
- Minimum 3 years' experience (hardware repairing experience preferred)
- Well versed in basic computer operations

Prime Roles & Responsibilities

- To support school Coordinator and school/ education department staff in all the IT related issues and matters.
- Will be responsible for upkeep and operational efficiency of the Smart School project.
- To keep all the hardware and software in operational condition, on the spot training and hand holding of the teachers to enable the teachers to use the computers for computer teaching & also using educational e-content for Computer Aided Learning.

- Training students, teachers and if required, parents on IT skills as per the school syllabus and time table.
- To keep all the hardware and software in operational condition, on the spot training and hand holding of the teachers to enable the teachers to use the computers for computer teaching & also using educational e-content for Computer Aided Learning

19. Management, Maintenance and Updating of Hardware, Software and Content

Background

This section covers the roles and responsibilities of the implementation service provider during the maintenance/support phase. Some of the key services identified during this phase can be summarized as :-

Maintenance of the hardware and Software procured and installed as part of the project. Provide the Technical Support and training and hand holding for the smart class room systems.

The table below provides details on the important tasks to be performed: -

Task	Details
Operations & Maintenance	• Support to be provided for a period of 5Years after Go Live of the entire solution. • Design of an appropriate System Administration policy with precise definition of duties and adequate • Deploying a detailed security policy for the solution implementation & maintenance in adherence to policies and procedures as laid by ISO, PCI, CERT-IN, and GoI and provide automated compliance reports without minimal manual intervention. A summary of all security incidents should be made available on a weekly basis. • Maintain system audit logs on the system on periodic basis
User support	• Assistance through Telephone • Assistance through E-mail • Assistance through online help/Chat • Assistance through direct visit.
Application Software Enhancements (Post Implementation Services)	• Resolving issues including bug fixing, improvements in presentation and/or functionality • Provide the latest updates, patches / fixes, version upgrades relevant for the software components. • Software version management and software documentation management reflecting features and functionality of the solution.
Infrastructure Management	• Overall management and administration of infrastructure solution including security components, storage solution, Networking equipment etc. • Performance tuning of the system as may be needed to

	enhance system's performance and comply with • Security management including monitoring security and intrusions into the system to maintain the service levels. • Monitor and track server performance and take corrective actions to optimize the performance on a weekly basis. • Escalation and co-ordination with other vendors for problem resolution wherever required within • Supply of Furniture and Accessories for studio related to project are in the scope of Implementing Agency
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4.2 Warranty

- Agency shall provide comprehensive and on-site warranty for 5 years from the date of Go-Live for the infrastructure deployed on the project. Agency need to have OEM support for these components and documentation in this regard need to be **Collector and Chairperson, DMF Sundargarh** on annual basis.
- Agency shall provide the comprehensive & onsite manufacturer's warranty in respect of proper design and quality all IT and Non-IT equipment's covered by the RFP. Agency must warrant all hardware, equipment, software etc. procured and implemented as per this RFP against any manufacturing defects during the warranty period.

4.3 Subcontracting

Agency is not allowed to subcontract Core Education/IT work. Sub-contracting is allowed for onboarding vendors like Cloud Service Provider (CSP), ISP and for non-ICT or civil work (if any) and procurement /Installation of IT Components

5. Section V: Project Timelines and Payment Schedule

5.1. Project Timelines

For implementation purposes, we are dividing the project into 3 phases (Phase 1 ,2,3) –

Phase 1: 3 Months

1. Design/Development of Platform for Virtual Class Rooms , Library Management System and Learning Management System,

Phase 2: 4 Months

1. Installation of IT/Non-IT Hardware for One Central Studio & 70 Virtual Class Rooms.
2. Implementation of the Common Application Platform Developed in Phase 1, across 70 Class rooms of Sundargarh District.
3. Training of Teachers, Students, Staff & Parents.

Phase 3: Operation, Maintenance and Monitoring: 5 Years

Phase 1 & 2 forms the **Development Phase** and Phase 3 forms the **Operations &**

“ T ” denotes the date of Letter of Award. “P” denotes the date of complete installation.

Sr	Activities	Deliverables	Timeline
1	• Completion of Phase I • Partial Acceptance Testing (PAT) • Go Live of Phase I activities	• Submission of Low Level Design Document • Phase Completion report signed by Inspection team. • Functional Test Plans	T +3 Months
2	• Start of Phase II . • User Acceptance Testing (UAT) - For each school (UAT will be required to be performed separately for each school, based on its scope of work) . • School Go Live of all components of the solution envisaged under this project, for each school. • Completion of Phase II Operations and Monitoring phase • Final Go-Live (for the complete setup as per scope envisaged under this project)	• IT and Non-IT Infrastructure Installation Report. • Warranty Certificates for the Item Supplied • Application Deployment and Configuration Report • Training Completion Report • UAT Report for each school • Go-Live Report for each school • UAT Completion report. • Final Go-Live of the complete system	T+ 7 Months (P)
3	• End of Phase III Operations	• Monthly progress report containing: • Key activities of the month • Schedule of the next month	P+ 5 Years

5.2 Payment Schedule

Payments shall be made to the Agency as per the following Schedule:

Payment Schedule CAPEX and OPEX		
Sr.	Milestone Description	% payment
1	- Submission of all the Project Planning and Implementation Documentation as specified in RFP - Delivery and Receipt of IT and non-IT equipment's at site and after Verification of such items by Collector and Chairperson, DMF Sundargarh or DEO or DWO.	40% of CAPEX cost of the project value
2	- Installation of all IT and non-IT equipment's in the School. - Completion of Project - Completion of User Acceptance Testing	40% of CAPEX cost of the project value
3	On 6 Months Post Installation of hardware and Network setup	10% of CAPEX cost of the project value
4	Payments subject to satisfactory performance.	OPEX cost of the Project Value and the remaining 10% of the CAPEX Cost to be equally distributed in 5 Installments Annually for Five years.

Following points explains the category of payment and the paying authority: -

- I. No Pro-rata payment will be done & it will be released on successfully completion of each activity as mentioned in above table. Payment will be made after certification from District Education Officer(DEO) or District Welfare Officer(DWO).
- II. Infrastructure Component cost for shall include all ICT Component and Non ICT Components which are required for the establishment of Virtual Class Rooms and Central Studio. ICT Components like Hardware, Software licenses & support, Bandwidth Procurement and Non ICT Components like all the expenses incurred for the civil work like Networking, electric fittings etc., and all related Non ICT Components like furniture, networking, etc for the Central Studio. This component to be included in the CAPEX Cost.
- III. OPEX (Operation & Maintenance Cost) shall include of manpower, training, and required maintenance of School setup (both ICT & non-ICT Components). OPEX cost shall also include cost of cloud storage services. This component will be paid by Collector and Chairperson, DMF Sundargarh to Agency.
- IV. Agency will be paid Operation & Maintenance Cost during O&M Phase for 5 years on Monthly basis after submission and approval of the relevant reports and documents for Sundargarh District.
- V. Bandwidth consumption will also be part of the OPEX.

6. Section VI-Technical Specifications

6.1 Technical Specification for Studio

Sr. No.	Item Description	Parameters	Specifications
1	65" Integrated Touch / e-Board with Embedded IR / Capacitive Touch	Panel	Diagonal Size 65"; Type 60Hz D-LED; Resolution 3840*2160 (4K UHD); Brightness(Typ.) 250 nit ; Contrast Ratio Mega; Viewing Angle(H/V) 178:178; Response Time(G-to-G) 8ms ;
		Sound	Speaker Type Built in Speaker (10W x 2)(Down Firing w/Bass Reflex)
		Connectivity	Video HDMI Side1, HDMI Side2 (ver 2.0), HDMI Side3 (ver 1.4), DVI-D, DP; USB USB 1, 2 (Rear), USB 3 (Front), PC USB (Front)
		Output	Touch Out 1 (Side), Touch Out 2 (Side); Audio Audio; External Control RS232C(in/out) thru stereo jack, RJ45, Wi-Fi; External Sensor IR Sensor(Display Control)
		Touch	Type IR (Infra Red) # of Drawing 10 drawing (External Windows PC); Touch Pen Type Passive Pen; Object Recognition Range 8mm ;
		Power	Power Supply AC 100~240V 50/60Hz; Stand-by(Max) 0.5;
		Operation	Recommended Usage Hours 16/7; Operating Temperature 0.0 °C ~ 40.0 °C ; Humidity 10.0 % ~ 80.0 % ;
2	Mounting Kit for the above display	Capacity	Min 35 kg weight support
3	Built in PC with TV with OS & required software's to make system functional	OS	Windows 10, 64-bit*
		Memory & Storage	Memory: DDR4 4GB or higher, Storage:1TB/2TB HDD (7200 rpm)
		Graphics Specifications	Integrated Graphics ≠ Yes ; Graphics Output HDMI 2.0b; # of Displays Supported ≠ 1; Discrete Graphics Radeon™ 540, 2GB GDDR5

		I/O Specifications	6 USB 3.0 ports (Side); RAID Configuration 2.5" HDD/SSD + M.2 SATA/PCIe SSD (RAID-0 RAID-1); Audio (back channel + front channel) 7.1 digital (HDMI); L+R+mic (F); Integrated LAN 10/100/1000; Integrated Wifi Intel® Wireless-AC 9560 + Bluetooth 5.0; Integrated Bluetooth Yes
4	Wi-Fi enabled Inkjet Printer	Printing Technology	Print Method: Micro Piezo™ Printhead; Maximum Print Resolution: 5760 x 1440 dpi (with Variable-Sized Droplet Technology); Minimum Ink Droplet Volume: 3 pl; Printer Language: ESC/P-R; Automatic Duplex Printing: No; Control Panel: 1.44" Colour LCD; Black Nozzle Configuration: 180; Colour Nozzle Configuration: 59 per colour (Cyan, Magenta, Yellow); Print Direction: Bi-directional printing, Uni-directional Printing
5	Studio operations setup	Servers	Presenter Server with Studio grade HDMI capture card: CPU - Intel® Core™ i7 processor (7th Generation or higher) RAM : Minimum 8 GB DDR4 or higher OS: Minimum Windows 8 or higher Onboard Graphic Card , HDD Min 1 TB Colour Space Conversion HD Down & UP Conversion Real Time Effect Software with internal Upgrade option HDMI Capture or Equivalent Application and Media server: Processor: Intel Xeon Processor E3- 1220v2, 3.10 GHz, 8MB Cache or higher 1333MHz Dual Ranked UDIMM for 1 Processor x1 Memory: 16GB Memory (2X8GB) or higher PERC H200 Adapter RAID Controller x 1, Ports: 6 USB Ports including 2 USB 3.0 Ports, DVD ROM Drive : 8x SATA slim DVD- ROM Drive for Ms 2008 R2, Networking facility: 10/100/1000 on board integrated

			Operating System: Windows 2008 Server Equivalent or higher
		Camera	Sensor: CCD / CMOS based Optical image stabilization 20MP sensor or Equivalent Lens: 12x optical zoom or Equivalent Aperture: f/2.8 -f/4.5 or equivalent Focal Length: 9.3 to 111.6 mm (equivalent to 29 to 348 mm on 16:9 35 mm lens) Filter Built-In Optical or Equivalent Compression: MPEG-4 AVC/ H.264 Viewfinder Built-In LCD Audio Input Mic: 2 x 3-pin XLR female Mic: 1 x 3.5 mm stereo mini jack with plug-in power / HDMI output Accessory Shoe 1 x Multi Interface Shoe Media Card Slots 2 x SD Inclusive of Tripod.
6	Non Magnetic White Board		3Ft X 4Ft
7	KVM switch	Connectivity	KVM with Number of Computers Controlled-8,
8	Cables, connectors, switchers and splitters	General requirement	HDMI standard video cable and 2core shield audio cable (other cables and connectors as per requirement of solution); HDMI Splitter: Video output Interface: 4x HDMI Type A Female Impedence: 100 ohm Video Input: 1x HDMI Type A Female HDMI Switcher with remote. 4 in 1 out
9	AV server	SYSTEM REQUIREMENTS	CPU - Intel® Core™ i5 processor (5th Generation or higher) RAM : Minimum 8 GB DDR4 or higher OS: Minimum Windows 8 or higher Onboard Graphic Card , HDD Min 1 TB 6 USB 2.0 ports HDMI Out

			LAN: 10/100/1,000M (RJ-45 connector) Equivalent or higher
10	Wireless Keyboard & Mouse	SYSTEM REQUIREMENTS	Windows® 7, Windows 8, Windows 10 or later; Chrome OS™; Linux® kernel 2.6+; USB port
		TECHNICAL SPECIFICATIONS	Connection Type: Logitech non-unifying protocol (2.4GHz) with Nano USB receiver; Wireless Range: 10 meters / 33 feet; Wireless encryption: 128-bit Advanced Encryption Standard (AES) between devices and receiver; Software Support: Logitech SetPoint
		Keyboard	Low-profile keys ;Adjustable keyboard height; Battery: 2 x AAA; Battery Life (not rechargeable): 36 months; Special Keys: 15 function keys accessible through "fn" key
		Mouse	Connect/Power: On/Off power button; Sensor technology: Advanced optical tracking; Battery: 1 x AA; Battery Life (not rechargeable): 12 months
11	Presentation Laptop	System requirement	CPU - Intel® Core™ i3 processor (3rd Generation or higher) RAM: Minimum 4 GB DDR4 or higher Storage: 500 GB or Higher Windows: Window 8 Enterprise or Higher Optical Drive included Onboard Graphics Card, HDMI out Equivalent or higher

12	Echo cancellation device	Technical Specification	8 wide-band AEC balanced mic/line inputs 2 standard balanced mic/line inputs 4 balanced mic/line outputs Codec interface with balanced line input and output Ethernet port for software configuration/control Serial port for third-party RS-232 remote control Remote control bus for dedicated control panels ports for multi-unit system designs Pre-configured I/O with definable processing Rich set of audio tools
			RoHS compliance and AES grounding practices CE marked and UL listed
13	Speaker set with built in amplifier	Technical Specification	Packs up into a single portable unit Built-in iPod dock BT30 30-Pin Bluetooth Receiver for streaming music wirelessly from smartphones, tablets and laptops, Dual 2-way speaker enclosures with woofers high frequency drivers Lightweight, Class D amplifier produces 300 watts (2 x 150) of stereo power Removable 8-channel mixer Four Mic/Line inputs (XLR jacks) for microphone, guitar and line level devices Two stereo inputs for stereo line level devices Integrated speaker stand mount Enclosures tilt back for use as floor monitors
14	Wireless mic &	Specifications	Elegant and affordable single channel VHF wireless microphone available in different frequencies. Electret condenser unidirectional microphone Operates at Quartz Crystal Locked VHF High Band frequency. Two

	table mic		microphones with separate frequencies and one non-diversity receiver Transmitter has an on ON/OFF switch and a LED for ON indication Phono jack for audio output Internal Antennas in the Microphones and two telescopic Antennas in the Receiver for clear and distortion free reception.
15	24 port manageable switch	Specifications required	Dual-purpose uplinks for Gigabit Ethernet uplink flexibility, allowing use of either a copper or fiber uplink; each dual-purpose uplink port has one 10/100/1000 Ethernet port and one SFP-based Gigabit Ethernet port, with one port active at a time;
			PoE configurations with up to 15.4W per port
16	Document Camera	General requirement	Lens: Pixel- 8 million (3264*2448), sensor- 1/3.2 CMOS photosensitive camera lens, Aperture- F2.0-F2.4, Main camera shooting wide- A4, minimum illumination- 1Lux Electronic: interface type- compatible with USB 2, video encoding format- MJPG, YUY2 Dimension: 451*149*83mm
17	Anti- Virus		For Period of Five Years
18	Monitoring Setup		32" TV with HDMI and USB port; core i3 desktop with windows 8 or higher; Elegant and affordable single channel VHF wireless microphone available in different frequencies; Webcam with 1080p HD quality video at up to 30 fps; 1.2mt antenna, single port IDU, for live 2 Way Interactivity

19	Recording Setup		INTEL corei7-3770 desktop, ASUS P8H77- M-PRO motherboard, 16GB DDR3 RAM (4GB DDR3 X4) 1TB Seagate SATA hard disk, Operating System Windows 8 or higher ; core i3 desktop with windows 8 or higher, Memory 4GB DDR4or higher Graphics •Intel® HD Graphics 4000 (integrated) ; HDMI Capture or Equivalent
20	Helpdesk Setup		32" TV with HDMI and USB port; core i3 desktop with windows 8 or higher, Memory 4GB DDR4or higher Graphics •Intel® HD Graphics 4000 (integrated)
21	Router		Built-in advanced security, including intrusion prevention, Group Encrypted Transport VPN, and Dynamic Multipoint VPN (DMVPN) Up to 20 VPN tunnels, ADSL2/2+ over ISDN support, WAN connection with multiple access options
22	UPS		Output Power Capacity : 6000 (6KVA) Automatic Voltage Regulation (AVR), Generator Compatibility Nominal Output Voltage : 230 V (Single phase Input plus neutral and Earth), Nominal Input Voltage : 230 V Battery Type : Maintenance-free sealed & leak proof battery Should have approx. 30 min power backup With overload protection
23	27 U Rack		27 U Rack, 1000 MM depth Monitor with Diagonal Screen Length: minimum 18"

6.2 Technical Specification for Class Room

Sr. No.	Item Description	Parameters	Specifications
1	65" LED TV	General Specification	Screen Size: 65" Screen Resolution: Full HD Ports: HDMI and USB 20 Watts audio speaker output or higher
2	Mounting Kit for the above display	Capacity	Min 35 kg weight support
3	PC with OS & required software to make system functional	OS	Windows 10, 64-bit*
		Specification	CPU - Intel® Core™ i3 processor (7th Generation or higher) Operating System Windows 8 or higher Memory DDR4 4GB or higher Graphics •Intel® HD Graphics 4000 (integrated) I/O Ports:6 USB 2.0 ports, 2 USB 3.0 ports (optional) HDMI, Storage: 1TB/2TB HDD (7200 rpm) Connectivity LAN: 10/100/1,000M (RJ-45 connector) Equivalent or higher
4	Web camera	Camera specification	1080p HD quality video at up to 30 fps. Auto focus, high-precision glass element Lens
5	Wireless Microphone	Technical Specification	15 mw output & 2 Channel wireless receiver. Both operating in VHF in five different frequencies
6	1 KVA UPS	Specification	UPS1000 LB 5 input UPS, 30 min Backup
7	Cables and Connectors		As per system requirement
8	VSAT dish		1.2 mt antenna, single port IDU, for live 2 way interactivity

7. Section – VII Financial Bid Format and instructions

7.1 General Instructions

- a. Financial Bid needs to be submitted offline (separate envelope) as per the instructions given in the RFP in the format prescribed in this section.
- b. Bidder should provide all prices as per the prescribed format under this Section.
- c. All the prices are to be entered in Indian Rupees (INR) only
- d. Prices indicated in the schedules shall be inclusive of all taxes, Levies, duties, Transportation including GST prices. The prices should also specify Five-year support cost as per provided formats.
- e. It is mandatory to provide breakup of all Taxes, Duties and Levies wherever asked for.
- f. Collector and Chairperson, DMF Sundargarh reserves the right to ask the Agency to submit proof of payment against any of the taxes, duties, levies indicated.
- g. The Agency needs to account for all Out of Pocket expenses due to Boarding, Lodging and other related items.
- h. The Unit Rate as mentioned in the following formats may be used for the purpose of 'Change Order' for respective items, if any. However, based on the market trends, Collector and Chairperson, DMF Sundargarh retains the right to negotiate this rate for future requirement
- i. The successful bidder shall not object to the upward or downward variation in quantities of any item within the variation limits.
- j. Payment for additional quantities within the variation limit shall be made at tender rates and the tender rates shall be valid for entire duration of the contract.
- k. No claim shall be entertained or become payable for price variation of additional quantities
- l. Bidder shall be bound to give same or more % of discount on the list price of the OEMs on the future purchases (additional purchases within the contract period) by Collector and Chairperson, DMF Sundargarh. Bidder shall ensure that the future products supplied are of latest specifications as per the OEM roadmap.
- m. For the purpose of evaluation of Financial Bids, Collector and Chairperson, DMF Sundargarh shall make appropriate assumptions to arrive at a common Bid price for all the bidders. This however shall have no co-relation with the Contract value or actual payment to be made to the Bidder.
- n. Collector and Chairperson, DMF Sundargarh also intends to utilize various rates obtained through this tender for requirements across various departments. Bidders are requested to factor this larger demand and give the best possible rate to Collector and Chairperson, DMF Sundargarh.
- o. Agency should refer to the Tender for details on the technical/functional requirements of the system and the benchmark specifications for the items mentioned in the Financial Formats.
- p. Line items mentioned in the Financial Formats are for representation purpose and Agency may propose alternate technology / solution (with proper justification). Bidders are required to suitably add line items / merge the cost components depending upon their proposed solution.
- q. No escalations of prices will be considered under any circumstances.
- r. Bidders must carefully read the Scope, Technical & Functional Requirements and the SLAs mentioned in this RFP and accordingly propose the software, hardware, accessories and services and their respective quantities required to completely meet the requirements of this RFP.

7.2 Format for Financial Bid

Bidder are requested to visit the site and do the preliminary survey before quoting the bid. Bidder can refer. The Bidder must submit the Financial Bid as per Format 9.12 in separate envelope.

7.3 Performance Bank Guarantee (PBG)

- i. The Agency shall, within 15 days after the receipt of Letter of Award from Collector and Chairperson, DMF Sundargarh, furnish an unconditional, irrevocable and continuing Performance Guarantee to Collector and Chairperson, DMF Sundargarh for an amount equal to 5% of the Contract Price from a Scheduled Bank in the format provided in the RFP. The Performance Bank Guarantee shall be valid for entire Term and six months thereafter. If the Performance Bank Guarantee is liquidated /en-cashed, in whole or in part, during the currency of the Performance Bank Guarantee, the Agency shall top up the Performance Bank Guarantee with the same amount as has been en-cashed within 15 days of such encashment without demur.
- ii. In the event of the Agency being unable to service the Agreement for whatever reason, Collector and Chairperson, DMF Sundargarh would invoke the PBG. Notwithstanding and without prejudice to any rights whatsoever of Collector and Chairperson, DMF Sundargarh under the Agreement in the matter, the proceeds of the PBG shall be payable to Collector and Chairperson, DMF Sundargarh as compensation for any loss resulting from the Agency failure to perform/comply its obligations under the Contract. Collector and Chairperson, DMF Sundargarh shall notify the Agency in writing of the exercise of its right to receive such compensation within 30 days, indicating the contractual obligation(s) for which the Agency is in default.
- iii. In case the Project is delayed beyond the Timelines as mentioned in RFP, the PBG shall be accordingly extended by the Agency till completion of scope of work as mentioned in RFP.

7.4 Commencement and Duration of the Contract

This Agreement shall come into effect on the Effective Date and shall continue, unless terminated earlier in accordance with the provisions hereof, for a period of 5 years from the date of signing of agreement, The Term, for the purposes of any payments to Agency, does not include (a) any extension arising out of breach of any obligations.

7.5 Statutory Requirements

- i. During the Term of this contract, the Agency shall refrain from indulging in activities which are in contravention of any law, act and/ or rules/ regulations, there under or any amendment thereof governing inter-alia customs, excise, taxes and levies, stowaways, foreign exchange etc. and shall keep Collector and Chairperson, DMF Sundargarh indemnified in this regard.
- ii. The Agency will ensure that an updated location-wise list of all assets deployed by the Agency for the purpose of the Project is available to Collector and Chairperson, DMF Sundargarh at all times. The Agency will seek Collector and Chairperson, DMF Sundargarh approval before installing any hardware at any location and will also not alter / change / replace any hardware component deployed for the purpose of the Project without prior consent of Collector and Chairperson, DMF Sundargarh.

7.6 Collector and Chairperson, DMF Sundargarh Obligations

- i. Collector and Chairperson, DMF Sundargarh/DEO/DWO shall act as the contact point for implementation of the Project and for issuing necessary instructions, approvals, commissioning, acceptance certificates, payments etc. to the Agency.
- ii. Collector and Chairperson, DMF Sundargarh/DEO/DWO shall provide timely approvals to the Agency from time to time, which may include approval of Project plans, implementation methodology, design documents, specifications, or any other document necessary in fulfillment of this Agency.
- iii. Provide reasonable support through personnel to test the system during the Term;
- iv. Collector and Chairperson, DMF Sundargarh shall interface with the Agency, to provide the required information, clarifications, and to resolve any issues as may arise during the execution of the Agency.
- v. Collector and Chairperson, DMF Sundargarh shall provide requisite data related to its functioning, facilitate obtaining of approvals from various governmental agencies, in cases, where the intervention of Collector and Chairperson, DMF Sundargarh is proper and necessary.
- vi. Collector and Chairperson, DMF Sundargarh may provide on the Agency request, particulars / information/ or documentation that may be required by the Agency for proper planning and execution of work and for providing goods and Services covered under this Agreement.

7.7 Agency Responsibilities

- i. Agency shall provide and deploy, on the site for carrying out the work, only those manpower resources who are skilled and experienced in their respective trades, deemed necessary for the prescribed Scope of Work in the RFP and who are competent to execute or manage/ supervise the work in a proper and timely manner.
- ii. The Agency would keep Collector and Chairperson, DMF Sundargarh updated with the details of the staff members deployed on the Project. The Agency will ensure that the roster schedule of all deployed manpower for each day at the required locations is made available to Collector and Chairperson, DMF Sundargarh for view by authorized Collector and Chairperson, DMF Sundargarh Staff. No change to the deployed manpower shall be done by the Agency without written approval from Collector and Chairperson, DMF Sundargarh except where such removal and/or replacement becomes necessary due to exceptional circumstances like disability, resignation, termination, death, etc. of the resource.
- iii. Collector and Chairperson, DMF Sundargarh may at any time request the Agency to remove from the work / site the Agency representative or any person(s) deployed by the Agency for professional incompetence or negligence or for being deployed for work for which he/she is not suited. The Agency shall accede to Collector and Chairperson, DMF Sundargarh request and shall not again deploy any person so objected to on the work or on the sort of work in question (as the case may be) without the written consent of Collector and Chairperson, DMF Sundargarh.
- iv. The Agency shall maintain backup staff and shall promptly provide replacement of every person removed, pursuant to this section, with a substitute who is equally competent or higher in competence from the pool of backup personnel.
- v. In case of change of any staff, the Agency shall ensure a reasonable amount of time-overlap in activities to ensure proper knowledge transfer and handover/ takeover of documents and other relevant materials between the outgoing and the new member. The

Agency shall also ensure that such a change does not adversely impact the quality and timelines of the Project.

7.8 Use and Upkeep of Assets

- a. Take all reasonable and proper care of the of the entire hardware and software, goods or any other information technology infrastructure components, deliverables used for the Project and other facilities leased / owned / operated by the Agency (for itself or for Collector and Chairperson, DMF Sundargarh) exclusively in terms of ensuring their usability for the delivery of the deliverables/system as per this Agreement (hereinafter the “Assets”). Bidder will not be responsible for any damage done to equipment post installation;
- b. Keep all the tangible Assets in good and serviceable condition (reasonable wear and tear excepted) as at the date the Agency takes control of and/ or first uses the Assets and during the entire Term of the Agreement.
- c. Ensure that any instructions or manuals supplied by the manufacturer of the Assets for use of the Assets and which are provided to the Agency will be followed by the Agency and any person who will be responsible for the use of the Assets; and
- d. Take such steps as may be recommended by the manufacturer of the Assets and notified to the Agency or as may be necessary to use the Assets in a safe manner; and
- e. Provide a well-prepared documentation for users in the form of a user's manual, a clear plan for training, educating and hand holding the users and shall form part of handholding phase until bringing up the users to use software solution with speed and efficiency; and
- f. Train the team identified by Collector and Chairperson, DMF Sundargarh, which will be in place during hand-holding and will be responsible for trouble shooting all post-implementation and maintenance activities.
- g. To the extent that the Assets are under the control of the Agency, keep the Assets suitably housed and in conformity with any statutory requirements from time to time applicable to them; and
- h. Allow Collector and Chairperson, DMF Sundargarh and any persons duly authorized by it/them to enter any land or premises on which the Assets are for the time being located so as to inspect the same;
- i. Not, knowingly or negligently use or permit any of the Assets to be used in contravention of any statutory provisions or regulation or in any way contrary to law; and
- j. Use the Assets exclusively for the purpose of providing the services as appropriate; and
- k. Not sell, offer for sale, assign, mortgage, encumbrance, pledge, sub-let or lend out any of the Assets; and
- l. Maintain standard forms of comprehensive insurance including insurance for the Assets, data, software, etc.
- m. **Change of Quantities:** - Collector and Chairperson, DMF Sundargarh will have the option to increase (as per solution requirement) or decrease (to any extent) the quantities of equipment/material to be supplied by the Agency on this Project. The change in scope of work (increase / decrease) will be governed by the Change Control Schedule mentioned in this RFP.
- n. **Contract Amendments:** - No variation in or modification of the terms of the Contract shall be made except by written amendment signed by both the parties i.e. the Agency and Collector and Chairperson, DMF Sundargarh.

- o. **Insurance:** - The Agency should take a specific insurance policy from a Third party for the Project providing insurance coverage against loss of or damage to
 - a. Equipment or Assets procured or developed or re-used in whole or in part for fulfillment of obligations under this Agreement.
 - b. The Agency Assets and property used in the performance of the services,
 - c. Any documents prepared by the Agency in the performance of the services.
 - d. Collector and Chairperson, DMF Sundargarh liability and workers' compensation insurance in respect of the staff of the Agency / Agency team, in accordance with the relevant provisions of the applicable law, as well as, with respect to such staff, any such life, health, accident, travel or other insurance as may be appropriate; and

The Agency should take an insurance policy to provide coverage for all risks including the following:

- a. Fire and Theft Policy
- b. Policy for loss or damage to assets due to Force Majeure events like earthquake, rioting, etc. of value equal to the cost of replacement of assets.
- c. Policy of insurance in respect of claims for personnel injury to or death of any person employed by the selected Agency and arising out of such employment.
- d. All charges including transportation charges that may be applicable till the goods are delivered at the respective site of installation shall also be borne by the Agency

7.9 Liquidated Damages

The Agency shall accomplish the Scope of Work under this Agreement as per the Timelines and as per the Service Levels as detailed in the RFP and in this Agreement. If the Agency fails to achieve the Timelines or the Service Levels due to reasons attributable to the Agency, the Agency shall be liable to pay liquidated damages as listed in this Agreement. In case the Agency is not solely liable for the breach of the Timelines or the Service Levels, amount of liquidated damages shall be deducted on proportionate / pro rata basis depending upon the Agency extent of fault in such breach of the Timelines or the Service Levels. Payment of liquidated damages shall not be the sole and exclusive remedies available to Collector and Chairperson, DMF Sundargarh and the Agency shall not be relieved from any obligations by virtue of payment of such liquidated damages. Liquidated damages will be capped up to 5% of the Contract Price. If the liquidated damages cross the cap on liquidated damages as mentioned herein, Collector and Chairperson, DMF Sundargarh shall have the right to terminate the Agreement for default and consequences for such termination as provided in this Agreement shall be applicable. Agency shall ensure that the range of the Services/deliverables under the Agreement shall not be varied, reduced or increased except with the prior written agreement between Collector and Chairperson, DMF Sundargarh and the Agency in accordance with the provisions of Change Control set out in this Agreement.

7.10 Breach and Rectification

1. Events of Default by the Agency and Breach of Contract

- i. The failure on the part of the Agency to perform any of its obligations or comply with any of the terms of this Agreement shall constitute an event of

default on the part of the Agency. The events of default as mentioned above may include inter - alias the following

- a. The Agency has failed to adhere to any of the requirements of the Agreement and the RFP, or if the Agency has fallen short of matching such standards/ targets as Collector and Chairperson, DMF Sundargarh may have designated with respect to any task necessary for the execution of the scope of work under this Agreement and the RFP. The above mentioned failure on the part of the Agency may be in terms of failure to adhere to timelines, standards, specifications, requirements or any other criteria as defined by Collector and Chairperson, DMF Sundargarh in the Agreement and the RFP.
- b. The Agency has failed to remedy a failure to perform its obligations in accordance with the specifications issued by Collector and Chairperson, DMF Sundargarh despite being served with a default notice which laid down the specific deviance on the part of the Agency to comply with any stipulations or standards as laid down by Collector and Chairperson, DMF Sundargarh
- c. The Agency or Agency Team has failed to conform with any of the service specifications as set out in the RFP or this Agreement or has failed to adhere to any amended direction, modification or clarification as issued by Collector and Chairperson, DMF Sundargarh during the Term of this Agreement and which Collector and Chairperson, DMF Sundargarh deems proper and necessary for the execution of the scope of work under this Agreement;
- d. The Agency has failed to demonstrate or sustain any representation or warranty made by it in this Agreement, with respect to any of the terms of its Proposal, the RFP and this Agreement;
- e. There is a proceeding for bankruptcy, insolvency, winding up or there is an appointment of receiver, liquidator, assignee, or similar official against or in relation to the Agency;
- f. Undue delay in achieving the agreed timelines for delivering the services under this Agreement;
- g. The Agency Team has failed to comply with or is in breach or contravention of any applicable laws.
- h. Quality of deliverables and services consistently not being to the satisfaction of Collector and Chairperson, DMF Sundargarh.
- i. Where it comes to the Agency attention that the Agency (or the Agency Team) is in a position of actual conflict of interest with the interests of Collector and Chairperson, DMF Sundargarh, in relation to any of terms of the Agency Proposal, the RFP or this Agreement
- j. If the Agency in the judgment of Collector and Chairperson, DMF Sundargarh or any of its nominated agencies has engaged in corrupt or fraudulent practices in competing for or in executing this Agreement
 - i. Where there has been an occurrence of such events of defaults inter alia as cited above, Collector and Chairperson, DMF Sundargarh shall issue a notice of default to the Agency, setting out specific defaults/ deviances/ omissions and providing a notice of thirty (30) days to enable such defaulting party to remedy the default committed
 - ii. Where despite the issuance of a default notice to the Agency by Collector and Chairperson, DMF Sundargarh, the Agency fails to

remedy the default to the satisfaction of Collector and Chairperson, DMF Sundargarh, the same shall be considered breach of Contract. Collector and Chairperson, DMF Sundargarh reserves the right to terminate the Contract or where it deems fit, issue to the defaulting party another notices to take corrective action or proceed to adopt such remedies as may be available to DFM

- k. Payments upon Termination: - In the event of any termination of this Agreement in part or full, Collector and Chairperson, DMF Sundargarh shall pay for the Services successfully rendered by Agency prior to effective date of termination as per payment terms. Any and all payments under this clause shall be payable only after the Agency has complied with and completed the transition and exit management as per the Exit Management Plan to the satisfaction of Collector and Chairperson, DMF Sundargarh. In case of expiry of the Agreement, the last due payment shall be payable to the Agency after the Agency has complied with and completed the transition and exit management as per the Exit Management Plan to the satisfaction of Collector and Chairperson, DMF Sundargarh.

7.11 Warranty for Software and Services

- i. Warranty for Software: The Agency represents, warrants and covenants that on the Acceptance Date and for the Warranty Period, the Software will be free of material programming errors and will operate and conform to the specifications laid down by Collector and Chairperson, DMF Sundargarh. The Agency also represents, warrants and covenants that the medium on which the Software is contained when delivered to Collector and Chairperson, DMF Sundargarh will be free from defects in material or workmanship and shall be free from any viruses, bugs etc.
- ii. Warranty for Services: The Agency warrants that all services under this Agreement will be performed with promptness and diligence and will be executed in a workmanlike and professional manner, in accordance with the practices and high professional standards used in well-managed operations performing services similar to the services under this Agreement. The Agency represents that it shall use adequate numbers of qualified individuals with suitable training, education, experience and skill to perform the services hereunder.

7.12 Security and Safety

- a. The Agency shall comply with the technical requirements of the relevant security, safety and other requirements specified in the Information Technology Act or any other Applicable Law, from time to time and follow the industry standards related to safety and security (including those as specified by Collector and Chairperson, DMF Sundargarh/DEO/DWO from time to time), insofar as it applies to the provision of the services / deliverables under this Agreement
- b. The Agency will comply with the directions issued from time to time by Collector and Chairperson, DMF Sundargarh and the standards related to the security and safety, insofar as it applies to the provision of the services and deliverables.
- c. The Agency shall endeavor to report forthwith in writing to Collector and Chairperson, DMF Sundargarh all identified attempts (whether successful or not) by unauthorized

persons either to gain access to or interfere with Collector and Chairperson, DMF Sundargarh data, facilities or Confidential Information.

7.13 Intellectual Property Rights

- a. **Products and fixes:** All COTS products and related solutions and fixes provided pursuant to this Agreement shall be licensed according to the terms of the license agreement packaged with or otherwise applicable to such product. Such licenses shall be brought on behalf of and in the name of Collector and Chairperson, DMF Sundargarh or mentioning Collector and Chairperson, DMF Sundargarh has the end user of such licenses. The Agency would be responsible for arranging any licenses associated with products. “Product” means any computer code, web-based services, or materials comprising commercially released, pre-release or beta products (whether licensed for a fee or no charge) and any derivatives of the foregoing which are made available to Collector and Chairperson, DMF Sundargarh for license which is published by product owner or its affiliates, or a third party. “Fixes” means product fixes that are either released generally (such as commercial product service packs) or that are provided to you when performing services (such as workarounds, patches, bug fixes, beta fixes and beta builds) and any derivatives of the foregoing. All intellectual property rights in any development/enhancement/customization etc. done on the COTS products pursuant to this Agreement shall be owned by Collector and Chairperson, DMF Sundargarh. Bespoke development: Upon acceptance of any bespoke development as per this Agreement or RFP, the ownership of all IPR rights in any and all bespoke development done during the Term for implementation of the Project under this Agreement will lie with Collector and Chairperson, DMF Sundargarh.
- b. **Training and other materials:** The ownership of all IPR rights in any and all documents, artifacts, etc. (including all training material) made during the Term for implementation of the Project under this Agreement will lie with Collector and Chairperson, DMF Sundargarh.

7.14 Conflicts of Interest

- a. The Agency shall hold Collector and Chairperson, DMF Sundargarh interests paramount, without any consideration for future work, and strictly avoid conflict of interest with other assignments or their own Collector and Chairperson, DMF Sundargarh interests. If during the period of this Agreement, a conflict of interest arises for any reasons, the Agency shall promptly disclose the same to Collector and Chairperson, DMF Sundargarh.
- b. The Agency shall also cause its staff not to engage either directly or indirectly, in any business or professional activities that would conflict with the activities assigned to them under or pursuant to this Agreement.

8. General Section – VIII Formats for the Technical Bid

8.1 Instructions on Preparation of the Technical Proposal

- I. Bidders have to submit a very structured and organized technical bid, which will be analyzed by the Technical Evaluation Committee for different compliances with regards to the requirements of the project. The document submitted must be searchable and well indexed without any handwritten material. Since the cut-off marks for Technical bid Score is 70, the quality and completeness of the information submitted by the Bidder will matter a lot. All the documents must be submitted in one file only.

- II. Bidder is expected to divide its Bid in following sections / documents:

a. Bidder's Competence to execute the project

This document should bring about the capability of the firm to execute this project. Some of the required documents are as follows:

- Experience in Similar projects

b. Technical Proposal: The technical proposal should specify the following:

- Understanding of the Project
- Clear articulation and description of the design and technical/functional solution.
- Details of the complete solution proposed
- Integration approach with existing Infrastructure
- Reasoning for selection of the proposed technology over other options.
- Strength of the Bidder to provide services including examples or case-studies of similar solutions deployed for other clients
- Clearly articulate the Strategy and Approach and Methodology for Design, Installation, Configuration and Maintenance of School IT Infrastructure components and Application implemented in the project.
- Approach and Methodology for Management of Agreement Requirements specified in the bid. Bidder is required to clearly articulate how the Agreement requirements would be adhered after signing of the agreement.
- Detailed Project Plan with timelines, resource allocation, milestones etc. for supply, installation and commissioning of the various project components.
- Internet bandwidth band width requirement for the operations

c. Other Details

- **Bill of Material:** This document should give details of all the proposed IT and Non-IT components, without specifying the costs. Please note that the bid shall get disqualified if Bidder gives price details in the technical document.
- CVs of the Key Manpower proposed (Qualification of each resource is provided in this RFP Section.

9 Bidding Format Check-list

Sr. No.	Documents required	Submitted (Y / N)	(Page No.)
1	9.1 Format for submission of Queries		
2	9.2 Format for Particulars of the Bidder		
3	9.3 Certificate for net worth for bidder		
4	9.4 Bidders Consolidated Turnover last 3 financial years		
5	9.5 Format for Self-declaration by Bidder for not being blacklisted		
6	9.6 Format of Earnest Money Deposit		
7	9.7 Format for Technical Proposal Cover Letter		
8	9.8 Experience in Setting up of Virtual Classrooms for the Schools		
9	9.9 CVs of the Key Manpower proposed		
10	9.10 Manufacturers Authorization Form		
11	9.11Format for Performance Bank Guarantee		
12	9.12 Format for Financial Bid		
13	9.13 Additional Cost (If Required)		

9.1 Format for submission of Queries

[ON BIDDERS LETTERHEAD]

To

**The Chief Executive Officer (CEO),
District Mineral Foundation,
Sundargarh (Odisha) Pin 770001**

Date: DD/MM/YYYY

Sub: Submission of Clarification of Clarifications by <<firm name>>

Ref: Selection of Implementing Agency for Design, Development, Implementation and Management of Virtual Class Rooms in 70 nos. of High Schools in Sundargarh District and one Studio at District Headquarters out of District Mineral Foundation funding with CMC for a period of 5 years and operational (RFP No: _____ Dated: __/__/____)

Dear Sir,

We have gone through the bid document and have the following queries. Request you to kindly address the same. We seek your clarification on the queries mentioned below.

Sr. No.	Clause No in RFP	Page Number	Existing Clause	Query/Remarks

Date:

Signature of Authorized Representative

Name of Agency:

Full Address:

Telephone No.:

9.2 Format for Particulars of the Bidder

Details of the Bidder (Company)		
A	Name of the Bidder	
B	Address of the Bidder	
C	Year of Incorporation	
D	Registration Number & Registration Authority	
E	Legal Status (Public/Private)	
F	Name & Designation of the Authorized person to whom all references shall be made regarding this RFP	
G	Telephone No. (with STD Code)	
H	E-Mail of the Contact person:	
I	Website	
K	Financial Detail (Organization's turnover of last three financial years)	FY 17-18:
		FY 16-17:
		FY 15-16:
L	GSTIN Number	
M	PAN	
N	EMD Details	

Date:

Signature of Authorized Representative

Name of Agency:

Full Address:

Telephone No.:

9.3 Certificate for net worth for bidder

Date:
DD/MM/YYYY

To

**Collector and Chairperson,
District Mineral Foundation,
Sundargarh (Odisha) Pin 770001**

Sir/Madam,

This is to certify that the Net worth as per books and records of _____
_____ for the following financial years are as under.

S.No.	Financial Year ending	Networth (Rs in Crores)
1.	31st March, 2018	

I further certify that I am competent officer in my company to make this declaration.

Yours Sincerely,

Signature of Authorized Representative

Name of Agency:

Full Address:

Telephone No.:

9.4 Bidders Consolidated Turnover for last 3 financial years

Date:
DD/MM/YYYY

To

**Collector and Chairperson
District Mineral Foundation,
Sundargarh (Odisha) Pin 770001**

Subject: Selection of Implementing Agency for Design, Development, Implementation and Management of Virtual Class Rooms in 70 nos. of High Schools in Sundargarh District and one Studio at District Headquarters out of District Mineral Foundation funding with CMC for a period of 5 years and operational (RFP No: _____ Dated: __/__/____)

Sir/ Madam,

I have carefully gone through the Terms & Conditions contained in the RFP Document for Selection of Implementing Agency for Design, Development, Implementation and Management of Virtual Class Rooms in 70 nos. of High Schools in Sundargarh District and one Studio at District Headquarters.

I hereby declare that below are the details regarding Overall Consolidated turnover over last 3 financial years for our organization.

Sr. No.	Details	Consolidated Turnover		
		Year 2015-16	Year 2016-17	Year 2017-18
1	Consolidated Turnover of Bidder			

Yours Sincerely,

Signature of Authorized Representative

Name of Agency:

Full Address:

Telephone No.:

9.5 Format for Self-declaration by Bidder for not being blacklisted

[ON BIDDERS LETTERHEAD]

To

**Collector and Chairperson
District Mineral Foundation,
Sundargarh (Odisha) Pin 770001**

Sub: Declaration of no valid ineligibility for corrupt or fraudulent practices or blacklisted by Government (Central or State)/Semi-Govt. or PSU as on 31-03-2018.

Ref: Selection of Implementing Agency for Design, Development, Implementation and Management of Virtual Class Rooms in 70 nos. of High Schools in Sundargarh District and one Studio at District Headquarters out of District Mineral Foundation funding with CMC for a period of 5 years and operational

Sir/ Madam,

In response to the above mentioned RFP I, _____, as _____
<Designation> _____ of M/s _____, hereby declare that our Company / Firm _____ has not been declared blacklisted or ineligible to participate for bidding by any State/Central Govt., Semi-Govt. or PSU in last years from the date of submission of bid.

Date:

Signature of Authorized Representative

Name of Agency:

Full Address:

Telephone No.:

9.6 Format of Earnest Money Deposit

Date: DD/MM/YYYY

To

**Collector and Chairperson
District Mineral Foundation,
Sundargarh (Odisha) Pin 770001**

Whereas M/s <<Name of Bidder>>, a company incorporated under the <<Act>>, its registered office at or (hereinafter called 'the Bidder') has submitted its Proposal dated ----- for "Selection of Implementing Agency for Design, Development, Implementation and Management of Virtual Class Rooms in 70 nos. of High Schools in Sundargarh District and one Studio at District Headquarters out of District Mineral Foundation funding with CMC for a period of 5 years and operational (RFP No: _____ Dated: __/__/____)"

KNOW ALL MEN by these presents that WE <<Name of Bank>> of ----- having our registered office at ----- (hereinafter called "the Bank") are bound unto the Selection of Implementing Agency for Design, Development, Implementation and Management of Virtual Class Rooms in 70 nos. of High Schools in Sundargarh District and one Studio at District Headquarters out of District Mineral Foundation funding with CMC for a period of 5 years and operational (hereinafter called "the Client") in the sum of Rs. 2,00,000/- (Rupees 2 Lakh Only) for which payment well and truly to be made to the said Client, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this ----- day of -----2018

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its bid during the period of bid validity specified by the Bidder in the Bid
2. If the Bidder, having been notified of the acceptance of its Proposal by the Client during the period of validity of Proposal, bidder:
 - a. withdraws his participation from the Proposal during the period of validity of Proposal document;
 - b. fails to extend the validity if required and as requested or
 - c. fails to produce Performance Bank Guarantee in case of award of tender within 15 days of award of LOI or awarding contract whichever is earlier

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

This guarantee will remain in force up to the period of bid validity and its validity should be extensible to 90 days beyond the bid validity date. Any demand in respect thereof should reach the Bank not later than the above date.

(Authorized Signatory of the Bank)

9.7 Format for Technical Proposal Cover Letter

Date: DD/MM/YYYY

To

**Collector and Chairperson
District Mineral Foundation,
Sundargarh (Odisha) Pin 770001**

Sub: Submission of Technical Compliance Proposal

Ref: Selection of Implementing Agency for Design, Development, Implementation and Management of Virtual Class Rooms in 70 nos. of High Schools in Sundargarh District and one Studio at District Headquarters out of District Mineral Foundation funding with CMC for a period of 5 years and operational (RFP No: _____ Dated: __/__/____)

Sir/ Madam

Having examined the RFP, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to product and services as required and outlined in the RFP. We attach hereto our responses to Technical Compliance Criteria.

We confirm that the information contained in these responses or any part thereof, including the exhibits, and other documents and instruments delivered or to be delivered to Collector and Chairperson, DMF Sundargarh is true, accurate, verifiable and complete. This response includes all information necessary to ensure that the statements therein do not in whole or in part mislead the department in its short-listing process.

We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading the selection process, we are liable to be dismissed from the selection process or termination of the contract during the project, if selected to do so.

We agree for unconditional acceptance of all the terms and conditions set out in the RFP document and also agree to abide by this RFP response for a period of 90 days from the date fixed for bid opening.

We hereby declare that in case we are chosen as successful bidder, we shall submit the PBG in the form prescribed in the RFP. We do hereby undertake, that until a contract is prepared and executed, this bid together with your written acceptance thereof, the RFP and placement of letter of intent awarding the contract, shall constitute a binding contract between us.

We agree that you reserve the right in absolute sense to reject all or any of the products/ services specified in the RFP response with or without assigning any reason whatsoever.

It is hereby confirmed that I am entitled to act on behalf of our company/ corporation/ firm/ organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Date:

Signature of Authorized Representative

Name of Agency:

Full Address:

Telephone No.

9.8 Experience in Setting up of Virtual Classrooms for the Schools

Sl. No.	Name of Project	Year of Project	Page Number
1			
2			
3			
4			

Detailed Project Experience

Project Information	
Name of the project	
Client Name	
Name and contact details of the client	
Description of the project	
Scope of services	
Start date	
Completion date	
Duration of the project	
Other Relevant Information (if any)	

Please check (√) on the supporting documents enclosed:

- Work Order received from Client
- Agreement signed between Bidder and Client
- Client Certificate/ others (if any)

9.9 CVs of the Key Manpower proposed

1	Name of the Staff				
2	Current Designation in the Organization				
3	Proposed Role in the Project				
4	Proposed Responsibilities in the Project				
5	Date of Birth				
6	Education				
7	Summary of Key Training and Certifications				
8	Summary of Key Training and Certifications	Language	Reading	Writing	Speaking
9	Employment Record (For the total relevant experience)	From/ To			
		Employer			
		PositionHeld			
		From/ To			
		Employer			
		Position Held			
10	Total No. of Years of Work Experience				
11	Total No. of Years of Experience for the Role proposed				
12	Highlights of relevant assignments handled and significant accomplishments (Use following format for each project)				
	Name of Project				
	Year:				
	Location				
	Client				
	Main Project Feature				
	Position Held				
	Activities Performed				

9.10 Manufacturers Authorization Form

Manufacturers Authorization Form is required for any material bidder proposes as part of the contract but is not manufactured by them.

Date:

Tender No and Name:

To

**Collector and Chairperson
District Mineral Foundation,
Sundargarh (Odisha) Pin 770001**

WHEREAS _____ who are official producers of
_____ and having production facilities at
_____ do hereby authorize
_____ located at
_____ (hereinafter, the “Bidder”) to
submit a bid and subsequently negotiate and sign a Contract with you for resale of the following
Products produced by us, for the quantities, specifications and delivery schedule called for by the
Supply Requirements associated with the above Invitation for Bids:

We hereby extend to you a full guarantee and warranty, Defect Liability, of the Conditions of
Contract and with our own standard product warranty, and duly authorize the Bidder to act on
our behalf in fulfilling all warranty obligations with respect to the above-listed products offered
for resale by the Bidder in relation to this Invitation for Bids.

We also certify that the Bidder is qualified by us to provide the following maintenance, technical
or help desk support, new version upgrade and/or other services related to the above-listed
Products in accordance with Scope of the System, and the Conditions of Contract:

Name

In the capacity of

Signed

Duly authorized to sign the authorization for and on behalf of: _____

Dated on _____ day of _____, _____.

Note: This letter of authority must be on the letterhead of the Producer, must be signed by a
person competent and having the power of attorney to bind the Producer, and must be included
by the Bidder in its bid as specified in the Instructions to Bidders. Minor variations in wordings
of the letter may be allowed.

9.11 Format for Performance Bank Guarantee

[On Appropriate Stamp Paper]

Bank Guarantee No. _____

THIS DEED OF GUARANTEE is executed on this [insert date] day of [insert month and year] at [insert place] by [insert name of bank] with its head/registered office at [insert address], (hereinafter referred to as the Guarantor, which expression shall unless it is repugnant to the subject or context thereof include successors and assigns)

IN FAVOUR OF:

Selection of Implementing Agency for Design, Development, Implementation and Management of Virtual Class Rooms in 70 nos. of High Schools in Sundargarh District and one Studio at District Headquarters out of District Mineral Foundation funding with CMC for a period of 5 years and operational

Act, 2013, with its registered office at _____ (hereinafter referred to as Collector and Chairperson, DMF Sundargarh, which expression shall, unless it be repugnant to the context or meaning thereof, include its successors-in-title and permitted assigns);

WHEREAS:

A. Collector and Chairperson, DMF Sundargarh has entered into a contract for providing Implementation services dated [insert date] (the **Contract**) with [insert name of Implementing Agency], a company/firm [incorporated/registered] under the [insert name of the relevant statute under which the Implementing Agency has been incorporated or registered, as the case may be], [with its [registered/principal] office at [_____]] (hereinafter referred to as the **Implementing Agency**, which expression shall, unless it be repugnant to the context or meaning thereof, include its successors-in-title and permitted assigns).

B. In terms of the Contract, the Implementing Agency has agreed to provide the Selection of Implementing Agency for Design, Development, Implementation and Management of Virtual Class Rooms in 70 nos. of High Schools in Sundargarh District and one Studio at District Headquarters out of District Mineral Foundation funding with CMC for a period of 5 years and operational which involve the use of technology, information and data to improve education infrastructure and services within the Sundargarh District, dated [____] (referred to as the **RFP**) and other related documents including without limitation the draft Contract (collectively referred to as **Bid Documents**).

C. In terms of the letter of award (the LOA) dated [insert date] issued by Client to the Implementing Agency and **Clause I** of the Contract, the Implementing Agency is required to furnish to Collector and Chairperson, DMF Sundargarh, an unconditional, irrevocable, on demand bank guarantee for an amount equivalent to Rs. [_____] [Insert amount equivalent to 10% of the Total Value of Contract] (the Guaranteed Amount) as security for the due and punctual performance or discharge of the Implementing Agency's obligations and liabilities under the Contract.

D. At the request of the Implementing Agency and for sufficient consideration, the Guarantor has agreed to provide an unconditional, irrevocable and on-demand bank guarantee, for the due and punctual performance or discharge by the Implementing Agency of its obligations and liabilities under the Contract.

NOW THEREFORE THIS DEED WITNESSETH AS FOLLOWS:

1. Capitalized terms used herein but not defined shall have the meaning ascribed to them in the Contract.
2. The Guarantor hereby irrevocably and unconditionally guarantees and secures, as primary obligor and not merely as guarantor, to Collector and Chairperson, DMF Sundargarh the payment in full of all amounts at any time that may be due, owing or payable to Collector and Chairperson, DMF Sundargarh from the Implementing Agency for the failure of the Implementing Agency to duly and punctually perform all of its obligations under the Contract during the term (**Guarantee**), without any demur, reservation, protest or recourse, immediately on receipt of a demand from Collector and Chairperson, DMF Sundargarh.
The Guarantee is given on consideration received from the Implementing Agency (the receipt and sufficiency of which is hereby acknowledged).
The Guarantor agrees that the value of the Guarantee shall at all times be maintained at the amount equivalent to the Guaranteed Amount.
The Guarantor further agrees that this Guarantee does not limit the number of claims that may be made by Collector and Chairperson, DMF Sundargarh against the Guarantor. Upon a payment being made under this Guarantee, the amount of the Guarantee shall automatically be replenished to the full Guaranteed Amount.
Any payment made hereunder shall be made free and clear of and without deduction for, or on account of, any present or future Taxes, deductions or withholdings of any nature whatsoever and by whomsoever imposed, and where any withholding on a payment is required by any Applicable Law, the Guarantor shall comply with such withholding obligations and shall pay such additional amount in respect of such payment such that Collector and Chairperson, DMF Sundargarh receives the full amount due hereunder as if no such withholding had occurred.
3. The Guarantor shall not go into the veracity of any breach or failure on the part of the Implementing Agency or validity of demand so made by Collector and Chairperson, DMF Sundargarh and shall pay the amount specified in the demand notwithstanding any direction to the contrary given or any dispute whatsoever raised by the Implementing Agency or any other Person. The Guarantor's obligations hereunder shall subsist until all such demands are duly met and discharged in accordance with the provision hereof.
4. The obligations of the Guarantor herein are absolute and unconditional, irrespective of the value, genuineness, validity, regularity or enforceability of the Contract or the insolvency, bankruptcy, re-organization, dissolution or liquidation of the Implementing Agency or any change in ownership of the Implementing Agency or any purported assignment by the Implementing Agency or any other circumstance whatsoever, which might otherwise constitute a discharge or defense of a guarantor or a surety.
Further, this Guarantee is in no way conditional upon any requirement that Collector and Chairperson, DMF Sundargarh shall first attempt to procure the Guaranteed Amount from the Implementing Agency or any other Person, or resort to any other means of obtaining payment of the Guaranteed Amount.
5. In order to give effect to this Guarantee, Collector and Chairperson, DMF Sundargarh shall be entitled to treat the Guarantor as the principal debtor. The obligations of the Guarantor under this Guarantee shall not be affected by any act, omission, matter or thing which, but for this provision, would reduce, release or prejudice the Guarantor from any part of the Guaranteed Amount or prejudice or diminish the Guaranteed Amount in whole or in part, including, whether or not known to it, or Collector and Chairperson, DMF Sundargarh:
 - a. any time or waiver granted to, or composition with, the Implementing Agency or any other Person;
 - b. any incapacity or lack of powers, authority or legal personality of or dissolution or change in the status of the Implementing Agency or any other Person;

c. any variation of the Contract so that references to the Contract in this Guarantee shall include each variation;

d. any unenforceability, illegality or invalidity of any obligation of any Person under the Contract or any unenforceability, illegality or invalidity of the obligations of the Guarantor under this Guarantee or the unenforceability, illegality or invalidity of the obligations of any Person under any other document or Guarantee, to the extent that each obligation under this Guarantee shall remain in full force as a separate, continuing and primary obligation, and its obligations be construed accordingly, as if there was no unenforceability, illegality or invalidity;

e. the partial or entire release of any Guarantor or other Person primarily or secondarily liable or responsible for the performance, payment or observance of any of the Implementing Agency's obligations during the term of the Contract; or by any extension, waiver, or amendment whatsoever which may release a guarantor or the Guarantor, other than performance or indefeasible payment of the Guaranteed Amount; or

f. any part performance of the Contract by the Implementing Agency or by any failure by Collector and Chairperson, DMF Sundargarh to timely pay or perform any of its obligations under the Contract.

6. If, and to the extent that for any reason the Implementing Agency enters or threatens to enter into any proceedings in bankruptcy or re-organization or otherwise, or if, for any other reason whatsoever, the performance or payment by the Implementing Agency of the Guaranteed Amount becomes or may reasonably be expected to become impossible, then the Guaranteed Amount shall be promptly paid by the Guarantor to Collector and Chairperson, DMF Sundargarh on demand.

7. So long as any amount is due from the Implementing Agency to Collector and Chairperson, DMF Sundargarh, the Guarantor shall not exercise any right of subrogation or any other rights of a guarantor or enforce any guarantee or other right or claim against the Implementing Agency, whether in respect of its liability under this Guarantee or otherwise, or claim in the insolvency or liquidation of the Implementing Agency or any such other Person in competition with Collector and Chairperson, DMF Sundargarh. If the Guarantor receives any payment or benefit in breach of this clause 7, it shall hold the same upon trust for Collector and Chairperson, DMF Sundargarh.

8. This Guarantee shall remain in full force and effect from the date hereof until 60 days beyond issuance of the Completion Certificate.

Notwithstanding the foregoing, this Guarantee shall continue in effect until the sums payable under this Guarantee have been indefeasibly paid in full and the Guarantor receives written notice thereof from Collector and Chairperson, DMF Sundargarh, such notice to be issued promptly upon such occurrence.

9. The Guarantor represents and warrants to Collector and Chairperson, DMF Sundargarh that:

a. it has the power to execute, deliver and perform the terms and provisions of this Guarantee and has taken all necessary action to authorize the execution, delivery and performance by it of this Guarantee;

b. the Guarantor has duly executed and delivered this Guarantee, and this Guarantee constitutes its legal, valid and binding obligation enforceable in accordance with its terms except as the enforceability thereof may be limited by applicable bankruptcy, insolvency, moratorium or other similar laws affecting the enforcement of creditors' rights generally and by general equitable principles;

c. neither the execution, delivery or performance by the Guarantor of this Guarantee, nor compliance by it with the terms and provisions hereof will: (i) contravene any material provision of any Applicable Law; (ii) conflict or be inconsistent with or result in any breach of any of the material terms, covenants, conditions or provisions of, or constitute a default under any agreement, contract or instrument to which the Guarantor is a party or by which it or any of its property or assets is bound; or (iii) violate any provision of the Guarantor's constituent documents;

d. no order, consent, approval, license, authorisation or validation of, or filing, recording or registration with, except as have been obtained or made prior to the date hereof, or exemption by, any governmental or public body or authority, or any subdivision thereof, is required to authorise, or is required in connection with: (i) the execution, delivery and performance of this Guarantee; or (ii) the legality, validity, binding effect or enforceability of this Guarantee; and

e. this Guarantee will be enforceable when presented for payment to the Guarantor's branch at [_____].

10. This Guarantee is a continuing one and all liabilities to which it applies or may apply under the terms hereof shall be conclusively presumed to have been created in reliance hereon. No failure or delay on the part of Collector and Chairperson, DMF Sundargarh in exercising any right, power or privilege hereunder and no course of dealing between Collector and Chairperson, DMF Sundargarh and the Guarantor, or the Implementing Agency, shall operate as a waiver thereof, nor shall any single or partial exercise of any right, power or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, power or privilege.

11. The rights, powers and remedies expressly provided in this Guarantee are cumulative and not exclusive of any rights, powers or remedies which Collector and Chairperson, DMF Sundargarh would otherwise have. No notice to or demand on the Guarantor in any case shall entitle the Guarantor to any other further notice or demand in similar or other circumstances or constitute a waiver of the rights of Collector and Chairperson, DMF Sundargarh to any other or further action in any circumstances without notice or demand.

12. If any one or more of the provisions contained in this Guarantee are or become invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby, and the Guarantor shall enter into good faith negotiations with Collector and Chairperson, DMF Sundargarh to replace the invalid, illegal or unenforceable provision.

13. The Guarantor hereby agrees to execute and deliver all such instruments and take all such actions as may be necessary to make effective fully the purposes of this Guarantee.

14. This Guarantee may be executed in one or more duplicate counterparts, and when executed and delivered by the Guarantor and Collector and Chairperson, DMF Sundargarh shall constitute a single binding agreement.

15. Collector and Chairperson, DMF Sundargarh may assign or transfer all or any part of its interest herein to any other person with prior written notice to the Guarantor. The Guarantor shall not assign or transfer any of its rights or obligations under this Guarantee.

16. All documents arising out of or in connection with this Guarantee shall be served:

a. upon Collector and Chairperson, DMF Sundargarh, at [insert address]; and

b. upon the Guarantor, at [insert address].

17. Any demand, notice or communication would have been deemed to have been duly served:

a. if delivered by hand, when left at the proper address of services; and

b. if given or made by pre-paid registered post or facsimile, when received.

18. Either party may change the above address by prior written notice to the other party.

19. This Guarantee shall be governed by, and construed in accordance with, the laws of India. The Guarantor irrevocably agrees that any dispute arising out of or relating to this Guarantee may be brought in the courts in Sundargarh, Odisha.

IN WITNESS WHEREOF the Guarantor has set its hands hereunto on the day, month and year first hereinabove written.

Signed and delivered by **[insert name of Bank]** Bank, by **[insert name of branch]** Branch by hand

Of **[insert name of signatory]**

It's **[insert designation]** and duly authorized representative

Authorized by [Power of Attorney dated **[insert date]**] OR [Board resolution dated **[insert date]**].

9.12 Format for Financial Bid

Design, Development, Implementation and Management of Virtual Class Rooms in 70 nos. of High Schools in Sundargarh District and one Central Studio at District Headquarters out of District Mineral Foundation funding with Compressive Maintenance Cost for a period of 5 years and operational

A. CAPEX Cost

Sr. No	Particular	Total Cost	Total applicable Taxes including GST	Total Cost (3 + 4)
1	2	3	4	5
1	Studio Hardware with Installation			
2	Studio Infrastructure			
3	Classroom Hardware with Installation (70 nos.)			
		Total CAPEX		

B. OPEX Cost

Sr. No	Particular	Total Cost	Total applicable Taxes including GST	Total Cost (3 + 4)
1	2	3	4	5
1	Operation and Maintenance cost for 5 years including Training Support as per specification in RFP			
2	Software License for studio and Class Room for 05 years.			
		Total OPEX		

Consolidated Cost Sheet

Sr. No.	Item	Total Amount
1	CAPEX	
2	OPEX	
	Grand Total (CAPEX+OPEX) (F)	

Note: -

- Bidder will quote prices of all the items mentioned above inclusive of all taxes, insurance and Transportation up to destination
- Any conditional bids shall be summarily rejected.
- Price should be inclusive of Five Year Warranty and support for project.
- Grand Total cost (CAPEX+OPEX) of financial bid will be considered for evaluation purpose.

Date:

Signature of Authorized Representative

Name of Agency:

Full Address:

Telephone No.

9.13 Additional Cost (Optional)

SR. No.	Item Description	Cost per class/ Session
1	Class room training Per session per class i.e. Mathematics, English, Science, as per clause 1.2	
	Total	

Note:

1. Bidder will quote prices of all the items mentioned above inclusive of all taxes, Lodging and Transportation etc.
2. Above cost will not be considered for evaluation purpose and it will be paid extra as per requirement.

Date:

Signature of Authorized Representative

Name of Agency:

Full Address:

Telephone No.:

Annexure 1**SCHOOL LIST****LIST OF VIRTUAL CLASS ROOM (SMART CLASS)**

SL. NO	NAME OF THE BLOCKS	NAME OF THE GPS	NAME OF THE SCHOOL		INSTITUTION HEAD
1	BALISANKARA	BALISANKARA	1	BALISANKARA GHS	DWO, SUNDARGARH
		TILEIKANI	2	TILEIKANI GHS	DWO, SUNDARGARH
		BALISANKARA	3	BALISANKARA HS	DEO,SUNDARGARH
2	BARGAON	JARANGLOI	4	DEOKARANPUR HS	DWO, SUNDARGARH
		TUDALAGA	5	TUDALAGA GHS	DWO, SUNDARGARH
		BARGAON	6	GOVT. HS, BARGAON	DEO,SUNDARGARH
3	BISRA	BHALULATA	7	BHALULATA HS	DWO, SUNDARGARH
		JAMSERA	8	BISRA GHS	DWO, SUNDARGARH
		BHALULATA	9	OAV, MAHIPANI	DEO,SUNDARGARH
		JAMSARA	10	BONDAMUNDA B UPS (KGBV)	DEO,SUNDARGARH
		BISRA	11	BISRA HS	DEO,SUNDARGARH
4	BONAI	NUAGAON	12	BAIDAPALI GHS	DWO, SUNDARGARH
		KENDRIKELA	13	OAV, BABUNUAGAON	DEO,SUNDARGARH
		GOVINDPUR	14	GOVINDPUR UPS (KGBV)	DEO,SUNDARGARH
		BONAIGARH	15	RDD HS, BONAI	DEO,SUNDARGARH
5	GURUNDIA	GURUNDIA	16	GURUNDIA GHS	DWO, SUNDARGARH
		GURUNDIA	17	OAV, GURUNDIA	DEO,SUNDARGARH
		GURUNDIA	18	GURUNDIA UPS (KGBV)	DEO,SUNDARGARH
		BANKI	19	JANTA HS, BANKIBAZAR	DEO,SUNDARGARH
6	HEMGIR	KANIKA	20	KHAJURIBANIA GHS	DWO, SUNDARGARH
		HEMGIR	21	HEMGIR HS	DEO,SUNDARGARH
7	KOIRA	GOPNA	22	GOPNA HS	DWO, SUNDARGARH

		JAMUDIHI	23	JAMUDIHI GHS	DWO, SUNDARGARH
		SWYAMBA	24	SWYAMBA GHS	DWO, SUNDARGARH
		KUSUMDIHI	25	OAV, KUSUMDIHI	DEO,SUNDARGARH
		KOIRA	26	KOIRA NODAL UPS (KGBV)	DEO,SUNDARGARH
		KASIRA	27	GOPABANDHU UCHA VIDYALAYA, KOIRA	DEO,SUNDARGARH
8	KUARMUNDA	DALKI	28	DALKI HS	DWO, SUNDARGARH
		KUMJHARIA	29	KUMJHARIA GHS	DWO, SUNDARGARH
		KUARMUNDA	30	OAV, TELIPOS	DEO,SUNDARGARH
		MAJHAPARA	31	ANDALI JAMBAHAL PUPS (KGBV)	DEO,SUNDARGARH
		KUARMUNDA	32	GOVT. UGHS, KUMJHARIA	DEO,SUNDARGARH
		KUARMUNDA	33	EMRS KUARMUNDA	DWO, SUNDARGARH
9	LAHUNIPARA	UDEIKELA	34	KHUNTGAON GHS	DWO, SUNDARGARH
		KALIEPOS	35	OAV, PARAGPOS	DEO,SUNDARGARH
		RAJAMUNDA	36	EMRS,LAHUNIPARA	DWO, SUNDARGARH
		LAHUNIPARA	37	LAHUNIPARA GOVT. UPS (KGBV)	DEO,SUNDARGARH
		LAHUNIPARA	38	LAHUNIPARA HS	DEO,SUNDARGARH
10	LATHIKATA	RANTO BIRKERA	39	R.BIRKERA GHS	DWO, SUNDARGARH
		LATHIKATA	40	OAV, LATHIKATA	DEO,SUNDARGARH
		JALDA	41	JALDA UP SCHOOL (KGBV)	DEO,SUNDARGARH
		LATHIKATA	42	DEOKARAN VIDYAPITHA, LATHIKATA	DEO,SUNDARGARH
11	LEPHRIPARA	CHHATENPALI	43	CHHATENPALI GHS	DWO, SUNDARGARH
		CHHOTBANGA	44	CHHOTBANGA GHS	DWO, SUNDARGARH
		LEPHRIPARA	45	JAIRAM HS, LEPHRIPARA	DEO,SUNDARGARH
12	NUAGAON	ANKURPALI	46	LAHANDA GHS	DWO, SUNDARGARH

		JAHARITOLI	47	OAV, JAHARITOLI	DEO,SUNDARGARH
		HATIBARI	48	HATIBARI NODAL HS (KGBV)	DEO,SUNDARGARH
		NUAGAON	49	PS HS, NUAGAON	DEO,SUNDARGARH
13	SADAR	BARGAD	50	BARGAD GHS	DWO, SUNDARGARH
		LAHANDABUD	51	LAHANDABUD HS	DWO, SUNDARGARH
		KIRAI	52	EMRS, BHAWANIPUR	DWO, SUNDARGARH
14	TANGARPALI	SANPATRAPALI	53	ALEIKERA HS	DWO, SUNDARGARH
		MEGDEGA	54	MEGDEGA HS	DWO, SUNDARGARH
		RATANPUR	55	TELENDIHI GHS	DWO, SUNDARGARH
15	SUBDEGA	KURUMKEL	56	OAV, SIMDEGA	DEO,SUNDARGARH
		KIRALAGA	57	GOVT. UPS, KIRALAGA (KGBV)	DEO,SUNDARGARH
		SUBDEGA	58	UPENDRA HS, SUBDEGA	DEO,SUNDARGARH
		HAMIRPUR	59	CHHATASARGI GHS	DWO, SUNDARGARH
16	RAJGANGPUR	MANDIRA	60	EMRS,LAING	DWO, SUNDARGARH
		RAJGANGPUR MPL	61	OAV, RAJGANGPUR	DEO,SUNDARGARH
		LAING	62	LAING PUPS (KGBV)	DEO,SUNDARGARH
		KESHRAMAL	63	JAMPALI GHS	DWO, SUNDARGARH
17	KUTRA	KUTRA	64	KUTRA HS	DEO,SUNDARGARH
18	TANGARPALI	MAHULPALI	65	TPS HS, BANDHAPALI	DEO,SUNDARGARH
19	SUNDARGARH MPL	SUNDARGARH MPL	66	OAV, TALSANKARA	DEO,SUNDARGARH
		SUNDARGARH MPL	67	B.S. HS, SUNDARGARH	DEO,SUNDARGARH
20	RAJGANGPUR MPL	RAJGANGPUR MPL	68	GOPABANDHU HS,RAJGANGPUR	DEO,SUNDARGARH
21	ROURKELA MC	ROURKELA MC	69	NAC (ST) HS, SEC-20	DEO,SUNDARGARH
		ROURKELA MC	70	GOVT. HS, UDITNAGAR	DEO,SUNDARGARH

QUALITY COST BASED SYSTEM Illustration

STAGE 1: TECHNICAL BIDS EVALUATION

Bidder Details	Technical Mark Obtained
Bidder - 1	92
Bidder - 2	85
Bidder - 3	55 *
Bidder – 4	75

*Since the eligible technical score should be 70 & above, bidder 3 is rejected

STAGE 2: FINANCIAL BID EVALUATION

Bidder Details	Amount
Bidder - 1	1,30,000
Bidder - 2	1,20,000
Bidder – 4	1,00,000

Stage 3: Conversion of financial bid amount to score

Bidder Details	Financial Bid Amount	Financial Score ($F_M/F \times 100$)
Bidder - 1	1,30,000	$100000/130000 \times 100 = 76.92$
Bidder - 2	1,20,000	$100000/120000 \times 100 = 83.33$
Bidder - 4	1,00,000	100

F_M = Lowest Financial Bid, F = Quoted Amount

Consolidated Technical & Financial Score

Bidder Details	Technical Score	Financial Score
Bidder 1	92	76.92
Bidder 2	85	83.33
Bidder 4	75	100

Stage 4: Combined Technical and Financial Score (CTFS)

With Weightage 80:20

Bidder Details	Applying weights for the Technical Score & Financial Score	CTFS	Rank of the Bidder
Bidder - 1	$92*(80/100) + 76.92*(20/100)$	88.98 (73.6+15.38)	L1
Bidder - 2	$85*(80/100) + 83.33*(20/100)$	84.66 (68+16.66)	L2
Bidder - 4	$75*(80/100) + 100*(20/100)$	80 (60+20)	L3