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**INVITATION TO REQUEST FOR PROPOSAL  
ON BEHALF OF NCERT FOR HIRING OF  
THE THIRD-PARTY AGENCY FOR  
CONDUCTING FIELD VALIDATION SURVEY  
OF SCHOOLS FOR NATIONAL LEVEL  
RECOGNITION UNDER SHVR 2025-26**

**(Open Tender 2 Packet QCBS System)**

**NIT No. EdCIL/TSG/SHVR/2025-26**

**Dated: 05/11/2025**

**EdCIL (India) Limited**  
(A "MINI RATNA" Govt. of India Enterprise)  
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## **DISCLAIMER**

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

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

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

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

## ABBREVIATIONS

BoQ	Bill of Quantity
CAPI	Computer Assisted Personal Interviewing
CPSE	Central Public Sector Enterprise
CV	Curriculum Vitae
DD	Demand Draft
EdCIL	EdCIL India Limited
EMD	Earnest Money Deposit
IIAC	India International Arbitration Centre
LD	Liquidated Damages
LoA	Letter of Award
MoE	Ministry of Education
NCERT	National Council of Educational Research and Training
NCLT	National Company Law Tribunal
NEP	National Education Policy 2020
NIC	National Informatics Centre
NIT	Notice Inviting Tender
PBG	Performance Bank Guarantee
PQ	Pre-Qualification
QCBS	Quality & Cost Based Selection Criteria
SAP	Swachhata Action Plans
SHVR	Swachh Evam Harit Vidyalaya Rating
SVP	Swachh Vidyalaya Puraskar
ToR	Terms of Reference
TSG	Technical Support Group (of EdCIL India Ltd.)
WASH	Water, Sanitation, and Hygiene

## CHAPTER – 1 : NOTICE INVITING TENDER (NIT)

**NIT No. EdCIL/TSG/SHVR/2025-26**

**Dated: 05/11/2025**

EdCIL (India) Limited, on behalf of NCERT invites open tender in the two packet QCBS system for 'hiring of the third-party agency for conducting field validation survey of schools for national level recognition under SHVR 2025-26'. The tender document may be downloaded from EdCIL website [www.edciliindia.co.in/Tenders](http://www.edciliindia.co.in/Tenders) (under link Tenders). The details are summarized as under:-

<b>S.N.</b>	<b>Particulars</b>	<b>Details</b>
1	Name of Work: 'Invitation for Request for Proposal on behalf of NCERT for hiring of the third-party agency for conducting field validation survey of schools for national level recognition under SHVR 2025-26'.	NIT No. EdCIL/TSG/SHVR/2025-26  Date: 05.11.2025
2	Tender Category (Services/ Goods/ works)	Services
3	Estimated cost (In Rs.)	Rs. 90 lakh (inclusive of GST @18%)
4	Date of availability of Tender Document	05.11.2025 to 19.11.2025 up to 1100 hours
5	Mode of Selection	Quality-cum-Cost Based (QCBS system)
6	Bid Query window through e-mail as given in RFP	05.11.2025 to 08.11.2025 upto 1100 hours
7	Pre-bid Meeting (Physical Mode) at EdCIL's Registered Office, New Delhi.	11.11.2025 at 1430 hrs
8	Last date and time for submission of bids	19.11.2025 up to 1100 hours
9	Opening of Technical Bid	19.11.2025 at 1130 hours
10	Presentation by the Bidders to the Evaluation Committee	20.11.2025 at 1430 hours (changes, if any will be intimated on EdCIL website)
11	Opening of Financial Bid	Qualified bidders would be informed separately
12	Earnest Money Deposit (EMD)	Rs. 1,80,000/- (In the form of Demand Draft in favour of "EdCIL India Limited" payable at New Delhi from any of the Nationalized/ Scheduled Bank in India)  MSME Bidders: Exempted
13	Performance Bank Guarantee	3% of Contract Value/Work Order to be submitted by the Successful Bidder within 15 (Fifteen) days from the date of agreement/receipt of Work Order.
14	The Currency in which payment shall be made	Indian Rupees (INR)
15	Time allowed for submission of final report	45 days [From the date of receipt of state-level school nominations for cross-validation]
16	Bid Validity days (180/120/90/60/30)	90 days (From last date of opening of tender)

17	No. of Covers	02 (Two packet) QCBS i.e. Technical and Financial Bid
18	Cost of Bid Document	NIL
19	Address of EdCIL's Corporate Office	EdCIL (India) Limited, 18 A, Sector-16A, Noida-U.P.-201301 Ph. No.: 0120-4310840
20	Address of EdCIL's Registered office and <u>Communication for this NIT</u>	The Chief General Manager - TSG EdCIL (India) Limited 7 <sup>th</sup> Floor, Ambadeep Building 14 KG Marg, New Delhi – 110 001 Tel. No. : 011-6953 5811
21	Contact No.	8920072716/ 97598 65959
22	Email Address	rkhaneja@edcilm.co.in projectanalyst@edcilm.co.in

**Note:**

- (i) This document shall form part of the contract document and shall be signed and returned along with the tender documents.
- (ii) The complete Tender Documents along with Bid Evaluation Criteria are available for download on EdCIL website: [www.edcilm.co.in/Tenders](http://www.edcilm.co.in/Tenders) (under link Tenders).
- (iii) Bidders are advised to update themselves for any modifications/corrigendum on this tender from EdCIL's website. The Corrigendum/addendum are the part of Tender Documents.
- (iv) Bidders registered with MSME are exempted for submission of EMD.
- (v) The bidders are requested to submit any queries by e-mail at the email id : [projectanalyst@edcilm.co.in](mailto:projectanalyst@edcilm.co.in) and [rkhaneja@edcilm.co.in](mailto:rkhaneja@edcilm.co.in) latest by 08.11.2025 up to 1100 hrs. [Mention NIT no. in the subject of the e-mail].
- (vi) The pre-bid meeting in physical mode will be held at 7<sup>th</sup> Floor, Ambadeep Building, 14 KG Marg, New Delhi – 110 001 on 11<sup>th</sup> November 2025 at 14.30 hrs.
- (vii) The Tender mentioning the NIT No. shall be addressed to The Chief General Manager - TSG, EdCIL India Limited, 7<sup>th</sup> Floor, Ambadeep Building, 14 KG Marg, New Delhi – 110001 through speed post or courier or by hand. The tender shall be submitted in the quotation box placed at the reception of the above address. Telex/Fax/Telegraphic/email offers will not be accepted.
- (viii) EdCIL shall not be responsible for any delay, loss or non-receipt of bid. Bid received after due date and time mentioned in NIT are liable to be rejected.
- (ix) Interested Bidders or their representatives who would like to be present for the technical bid opening may visit at 7<sup>th</sup> Floor, Ambadeep Building, 14 KG Marg, New Delhi – 110001. The representatives should carry a letter of authorization signed by appropriate authorities.

Chief General Manager (TSG)  
EdCIL (India) Limited  
7th Floor, Ambadeep Building  
14 KG Marg, Connaught Place  
New Delhi – 110 001.

## CHAPTER – 2 : SWACHH EVAM HARIT VIDYALAYA RATING 2025-26

### 2.1 Background

Water, Sanitation, and Hygiene (WASH) infrastructure in educational institutions is fundamental to safeguarding children's health, minimizing student attrition rates, and enhancing learning outcomes. The availability of adequate WASH facilities in schools ensures a conducive learning environment, mitigates health risks, and fosters inclusivity. Establishing such infrastructure represents a foundational measure to create a hygienic physical setting that simultaneously advances educational and public health objectives. Healthy and well-nourished students are better positioned to engage fully in academic activities and derive optimal benefits from pedagogical interventions.

In 2014, the Ministry of Education (MoE), formerly the Ministry of Human Resource Development (MoHRD), Government of India, introduced the 'Swachh Bharat Swachh Vidyalaya (SBSV)' initiative. This program mandated universal access to gender-segregated, functional sanitation facilities in all schools nationwide. The initiative prioritizes the adoption of safe hygiene practices and the cultivation of positive behavioral change among students. The SBSV framework outlines critical components, including Water Supply, Sanitation Infrastructure, Handwashing with Soap, Operations and Maintenance, Behavior Change Communication, and Capacity Building. Dissemination and effective implementation of these standards across all schools are imperative to achieving targeted service levels in WASH practices.

To incentivize excellence, the 'Swachh Vidyalaya Puraskar (SVP)' was instituted in 2016 by the MoE to recognize schools demonstrating outstanding adherence to sanitation and hygiene protocols, thereby inspiring peer schools to emulate best practices. The awards, open to government and private primary/secondary schools across rural and urban India, operate at three tiers: District, State, and National. The SVP awards witnessed escalating participation in 2016–17, 2017–18 and further in 2021–22. SVP activities were suspended during FY 2018–19, 2019–20, and 2020–21 primarily due to the COVID-19 pandemic.

### 2.2 Swachh Evam Harit Vidyalaya Ratings (SHVR) 2025-26

Building upon preceding iterations of the program, the MoE has reintroduced the initiative as the 'Swachh Evam Harit Vidyalaya Rating (SHVR)', with the National Council of Educational Research and Training (NCERT) serving as the implementation partner. This initiative is operationally supported by UNICEF, the National Informatics Centre (NIC), and EdCIL India Limited.

Aligned with the National Education Policy (NEP) 2020, which advocates for safe, inclusive, and environmentally sustainable educational institutions, the SHVR seeks to institutionalize eco-conscious practices within schools. The NEP-2020 underscores the necessity of fostering holistic development, prioritizing students' physical, mental, and emotional well-being through equitable access to clean water, sanitation, hygiene infrastructure, and education on environmental stewardship and climate resilience. The SHVR framework promotes the establishment of green and clean schools by incentivizing sustainable practices such as rainwater harvesting, solar energy adoption, and integrated waste management systems. These measures position schools as benchmarks for sustainable infrastructure while creating experiential learning opportunities through student-led engagement in ecological initiatives.

The program introduces a 5-Star Benchmarking Approach, wherein schools conduct self-assessments across critical domains, including (i) Water Management, (ii) Sanitation Infrastructure (Toilets), (iii) Handwashing with Soap Facilities, (iv) Operations and Maintenance, (v) Behavior Change and Capacity Building, (vi) Mission LiFE activities.

More information about the SHVR scheme can be obtained at [www.shvr.education.gov.in](http://www.shvr.education.gov.in) which is a dedicated website for SHVR. This evaluation is facilitated through a digital, IT-enabled platform designed to streamline compliance monitoring and promote transparency.

### **2.3 Specific Objectives of SHVR**

- (i) Systematically promote, acknowledge, and commemorate exemplary performance in sanitation, hygiene, and environmentally sustainable practices in schools.
- (ii) Establish a structured rating framework that enables schools to pursue, achieve, and sustain excellence in cleanliness, hygiene, and ecological stewardship through aspirational benchmarks.
- (iii) Incentivize adherence to the SHVR's prescribed clean and green school benchmarks.
- (iv) To enable schools in the systematic execution of Swachhata Action Plans (SAP), integrating climate-resilient measures and eco-conscious strategies to ensure the long-term viability of clean and green school initiatives.

### **2.4 Present Status**

The Swachh Evam Harit Vidyalaya Rating (SHVR) 2025-26 was formally launched on 29<sup>th</sup> July 2025 by the Hon'ble Prime Minister. The initiative has achieved a landmark milestone, recording a registration of about 10,47,859 schools nationwide (data as on 04-Nov-25 available on website: <https://shvr.education.gov.in/progress>), facilitated through collaborative efforts with state and district-level authorities. The evaluation of schools for district-level recognition is currently in progress.

To ensure impartial evaluation and adherence to SHVR benchmarks, EdCIL (India) Limited has been mandated by NCERT for engagement of an agency to conduct an independent, third-party audit/ field validation of schools nominated by States/UTs for national-level recognition.

## CHAPTER – 3 : CROSS-VERIFICATION/FIELD VALIDATION SURVEY OF NATIONAL LEVEL NOMINATED SCHOOLS UNDER SHVR

### 3.1 Purpose of Assignment

The purpose of this assignment is to conduct an impartial cross-verification survey of national level nominated schools for the SHVR 2025-26, ensuring adherence to stipulated criteria under these Terms of Reference (ToR). Findings from this exercise will inform evidence-based recommendations to the MoE-constituted National Committee, which holds final authority over rating/recognition eligibility.

### 3.2 Scope and Objectives of Assignment for the Agency

The scope of work will include the identification and training of a team of experienced field workers with expertise in carrying out verification assignments based on a number of pre-determined indicators. The field workers will need to be trained on the indicators to ensure full understanding and consistent judgements about when the indicators have been met. A complete list of indicators can be obtained from website [www.shvr.education.gov.in](http://www.shvr.education.gov.in)

The team of field workers will then be deployed to the field to undertake the verification in accordance with the verification protocol to be prepared by the hired agency and approved by MoE/NCERT. The verification protocol may be based on mixed-methods (qualitative and quantitative), use procedures that are reverifiable, and develop ratings that are supported by verifiable evidence.

Following fieldwork, a verification report will need to be prepared and submitted to the MoE/NCERT. The vendor will be responsible for ensuring the quality of the data collection process by putting in place a robust mechanism to monitor field workers to ensure consistency and adherence to the survey protocol.

The objectives of the assignment have been defined as under:-

- (i) To assist the process of fair & unbiased assessment of schools through cross validation for the SHVR 2025-26 at National Level for facilitating recognition of the schools.
- (ii) To do field level cross-verification of school nominations received from States/UTs for the SHVR 2025-26. It is expected to receive nearly **720 entries** from across all States and UTs.
- (iii) To submit recommendations regarding the highest performing schools which can be considered for the National recognition. Based on cross-verification of all schools, the best performing **200** schools will be selected as per the criteria of the SHVR 2025-26 ratings and then recommended by the agency for the National recognition to the National committee set up by the MoE. The recommendations will need to be supported through evidence of cross-verification like geo-tagged pictures, notes and short video clips.
- (iv) To assist the National Committee set up by the MoE for the SHVR 2025-26 after submission of the recommendations for the National recognition. This assistance will include presentation of findings during committee meeting, subsequent explanations as required by this committee and maintaining a complete record of the decision making by the committee.
- (v) To hand over all datasets (paper based & digital) collected during the cross-verification survey to MoE/NCERT after the completion of the assignment.

### 3.3 Major Tasks to be accomplished

1. Participate in an inception meeting with the MoE/NCERT to agree upon the methodology, timelines and logistics of the verification survey.
2. Prepare a mixed-methods survey protocol for cross-verification of schools based on SHVR 2025-26 guidelines and adopting the technology prescribed for the process. This will need to be approved by MoE/NCERT.
3. Develop the survey questionnaires, including clear guidance for enumerators on taking of geo-tagged photographs and videos, for cross-verification and getting these approved by MoE/ NCERT.
4. Design and undertake a pilot study/ pre-testing of all survey instruments.
5. Revise survey instruments in accordance with the findings of the pre-test. Revised survey instruments would need to be approved again by MoE/ NCERT.
6. Orient and train field enumerators and supervisors to conduct cross-verification surveys at the school level.
7. Data collection using the approved survey protocol, using appropriate supervisory and quality control mechanisms.
8. Undertake the verification survey of all schools in the list provided by NCERT/MoE for the SHVR 2025-26.
9. Analyze the data obtained from the verification survey.
10. Prepare a verification report for the MoE/ NCERT, to be submitted along with 2 min videos and geo-tagged photographs.
11. Carry out a quality assurance of the field verification which includes data cleaning, addressing any queries on ratings or photographs.
12. All tasks will be reviewed and approved by MoE/NCERT.

### 3.4 Deliverables, Timelines and Payment Terms

S.N	Task	Deliverable	Timeline	Payment Schedule
1	Inception Meeting with MoE/ NCERT	Inception Report on Final Methodology including field-level verification protocol, Timelines of entire assignment, Risk-Mitigation strategies. Suggestions of MoE/ NCERT to be included.	Within 5 days of Go-ahead by EdCIL for submission of Inception Report.	20%
2	Undertake Pilot Study in an identified location.	Report on Pre-testing of school level cross-verification and indicate changes, if any in cross verification protocol and data collection or any other aspect etc. and submit the final/updated protocol.	Within 5 days of approval of the draft protocol-cum-inception report.	-
3	Undertake school-level cross-verification in all schools	A report of the cross-verification of all schools with individual ratings for each school and recommendation of schools to the national committee.	Within 35 days of approval of the final protocol.	60%

	nominated for SHVR 2025-26	The report annexures must include high resolution pictures, short video clips (2-minutes) and notes based on questionnaires for recommended schools to aid in the decision making of the national committee.		
4	Consolidate and Submission of raw-data sets	A file of all the raw data (paper based and/or digital data including but not limited to geo-tagged photographs and videos) collected as per the cross-verification protocol.	Within 10 days of final rating decision by the national committee.	20%

Note:

- a) Specific Service/outputs to be delivered at specific time as per stated objectives and performance/quality requirements.
- b) Payment shall be purely on back-to-back basis and made only on receipt of payment from the NCERT. In case of any shortcoming and/ or recovery imposed by NCERT to EdCIL, the same shall be made from the agency on back-to-back basis.
- c) Expenditure during the course of project shall be the duty of the agency and no activity whatsoever shall be put on hold for release of payment.

## CHAPTER – 4 : TECHNICAL ELIGIBILITY (PRE-QUALIFICATION)

### 4.1 Minimum Technical Eligibility (Pre-Qualification) Criteria

S.N.	Technical Eligibility Criteria	Supporting Documents to be annexed by the Bidder
1	The bidder must be a Company (Public Ltd. or Pvt. Ltd.)/Proprietary /Partnership Firms/ LLP registered with Statutory Authorities in India for the last 7 years from the date of NIT.	Copy of Certificate of Incorporation/ Partnership Deed /Memorandum/ Article of Association/ Registration Certificate with Registrar of Companies and/or any other legally valid supporting document along with PAN No., GST Registration Certificate etc.
2	The average of the annual turnovers for the past three financial years i.e. 2022-23, 2023-24 and 2024-25 should not be less than Rs. 5 (five) crores.  The bidder should have a positive Net Worth & Profitability in the past 3 FY as above.	Certificate from the Chartered Accountant/Statutory auditor and copy of audited balance sheets/P&L Accounts for the past three years. [Format given in <b>Annexure - VI</b> ]
3	The Bidder must have a minimum of 5 years of experience (on date of NIT) in designing, conducting, managing, analyzing and reporting Physical Surveys for monitoring, evaluation and social research purposes on topics such as WASH-in-School, public health, nutrition, education, or school infrastructure assessment for clients including Central Government departments, UN agencies, bi/multi-laterals such as World Bank, and large national/international NGOs and Institutes of repute etc.	Copies of work orders/ completion certificates/ Agreement copies/ Final Invoice copies justifying minimum 5 years of experience (year wise details)  [Format given in <b>Annexure – VII</b> : PART D – List of Completed Projects]
4	The bidder must have completed or implementing at least 2 (two) National level - school-based research / assessments (field data collection, analysis & reporting etc.) on topics such as WASH-in-School, WASH, public health, nutrition, education etc. using digital data collection (using computer-assisted-personal-interviewing [CAPI] software), real time data transmission, and statistical analysis at pan-India scale.  <u>Pan-India scale shall mean</u> conducting surveys in at least 12 states/UTs of India spread across three or more regions of India.	Documents evidencing completion/ ongoing project/ studies.  [Format given in <b>Annexure – VII</b> : PART A, B & C]
5	Out of the above assignments, the bidder must have received professional fee of minimum of Rs. 50 lakh (exclusive of taxes) in at least one similar assignment comprising of physical surveys in	

	<p>schools at Pan-India scale (minimum 12 states/UTs spread across 3 or more regions).</p>	
6	<p>The proposed team must include the following Key Personnel: -</p> <p><u>Team Leader:</u></p> <p>Team-Leader must possess a minimum of Master's degree or equivalent in demography, statistics, economics, management, public health, social work, education etc. with minimum cumulative experience of 12 years out of which <u>at least 7 years of relevant experience</u> in school-based Monitoring and Evaluation/ Physical Surveys, and research etc.</p> <p><u>Senior WASH Expert:</u></p> <p>At least one Senior WASH expert holding a Master degree or equivalent in WASH including engineering, public health, policy, demography, statistics, economics, social work etc. and <u>a minimum of 5 years of relevant experience</u> in design, implementation, management and/or analysis of national or large-scale WASH surveys using CAPI.</p> <p><u>Other team members (Atleast 2)</u>  [viz. Research Manager/ Field Manager/ Analyst etc.]</p> <p>The team members deployed must be having a minimum of Bachelor's Degree and four years of experience.</p>	<p>List of Team Personnel to be enclosed mentioning the position/domain expertise, number of personnel in the said position/domain, minimum educational qualification, total experience and relevant work experience etc.</p> <p>[Format given in <b>Annexure – VIII</b>]</p> <p>Self-certified CV of the personnel to be enclosed highlighting the minimum educational qualification and work experience mentioning the assignments done in the required sector.</p> <p>[Format given in <b>Annexure – XII</b>]</p>
7	<p><b>Field Survey Team:</b></p> <p>A declaration by the bidder confirming availability of a minimum 300 field assessors/enumerators (staff or freelancers on roster) across India.</p>	<p>A declaration on letter head of the agency confirming ability to recruit sufficient numbers of field assessors / enumerators (minimum: 300) across all states/UTs and a summary table with number of enumerators cross tabulated by their educational levels, and experience levels in different states/UTs of India.</p> <p>[Format given at <b>Annexure – IX</b>]</p>

**Note: The above is the Minimum Technical Eligibility (Pre-Qualification) Criteria for the bidding failing which the bidder shall be Disqualified.**

## 4.2 Requisite Competencies of the Bidder

- a) The bidder should have a successful track record and extensive experience in India of designing, implementing, and analysing school-based mixed-methods surveys on topics such as education, health, water and sanitation, and environment.
- b) The bidder may be located anywhere in India but will need proven ability and experience to undertake the verification in schools in the districts from all over India.
- c) The field surveyors must have the ability to interview respondents, facilitate and collect data in English, Hindi and other local languages. Field surveyors should be fluent in the necessary local languages.
- d) The bidder must have ability and experience to conduct field-based digital data collection, real time data transmission and electronic archiving of the data with appropriate encryption and ensuring the highest-level of confidentiality for the assessment subjects.
- e) The cross-verification of schools will be done across all 28 States and 8 Union Territories, depending upon receipt of nominations for the National recognition from these States. The exact names of States, districts with addresses of schools to be visited will be provided later subsequent to States sharing their nominations for the National recognition.
- f) The agency will deploy their own equipment, hardware, software and IT tools. No access to printer, office space will be provided to the agency for this assignment.
- g) The bidder to estimate its travel cost based on economy class travel, regardless of the length of travel.

## 4.3 Other Basic Requirements

- a) The Bidder should not have been blacklisted/ debarred by any Central Government/ Public Sector Undertaking during the last five years. Copy of the undertaking signed by authorized signatory should be submitted with the technical bid. [Format given in **Annexure - IV**]
- b) The Bidder should not be insolvent/ under insolvency resolution process or liquidation or Bankruptcy Code Proceeding (IBC) as on date, by NCLT or any adjudication authority/ authorities, which will render the bidder ineligible for participation. An undertaking to this effect to be submitted by Bidder. [Format given in **Annexure - V**]
- c) No consortium/ No Joint Venture is allowed.
- d) All activities and items described in the technical proposal must be priced in the financial proposal. Unpriced activities/items shall deem to be included in price of misc. expenditure.
- e) Notwithstanding anything stated above, the EdCIL reserves the right to assess bidder's capability and capacity to perform the contract, should circumstances warrant such an assessment in the overall interest of the work by EdCIL.
- f) All other documents like PAN Card, PF Registration, Goods and Services Tax Registration Certificate, Timeline schedule, list of personnel, Bank details etc. as per Basic Technical Eligibility criteria are also required to be submitted along with tender. The missing documents if any must be submitted within 7 days from the date it is sought by EdCIL. The missing documents if called for after the scrutiny of technical bid should not be of a date later than the date of submission of bid.

## CHAPTER – 5 : EVALUATION CRITERIA

The Evaluation Committee intends to evaluate the Technical Proposals, by applying the evaluation criteria as detailed below. Each responsive Proposal shall be given technical marks under **Quality & Cost Based Selection (QCBS) criteria**.

For this project, the **Technical Proposal has a total weightage of 80% and Financial Proposal 20%**.

**Bidder scoring highest marks out of 100 in cumulative scores (technical + financial) will be selected for Award of Contract.**

### 5.1 Technical & Financial Marks Scoring Criteria

Criterion No.	Technical Evaluation Criteria	Marks	Supporting Document Required
<b>A.</b>	<b>Firm's Institutional Capacity (Marks: 25)</b>		
1	No. of completed years, since inception.	3	Information to be given as per <b>Appendix – 1</b>
2	Financial Strength of the Organisation	2	
3	Relevant Past Experience ( <b>based on number of Years of Experience</b> ) of the Agency in providing primary data and survey-based services for monitoring & evaluation, policy research, impact evaluations, social research, verifications, etc. for Central Govt, UN, Multilateral, Bilateral organizations, large and reputed national/ international institutes and development organizations.	4	Information to be given as per <b>Appendix – 1</b>  All the projects/assignments must be supported by proof of completion/completion certificates/copy of final invoice/ certification of receipt of fee from Chartered Accountant/ any other document supporting completion of the project. Details of the Project/Assignment to be provided as per <b>Annexure-X</b>
4	Relevant Past Experience ( <b>based on Number and Value of projects</b> ) of the Agency in conducting pan-India school-based surveys, assessments, verifications using CAPI technology.	16	
<b>B.</b>	<b>Robustness of Proposed Approach, Methodology and Tools (Marks: 30)</b>		
5	Understanding of the Project and Proposed Approach and Methodology.	10	Information to be given as per <b>Appendix – 1</b> .  Bidder shall be asked for presentation for which the date shall be intimated.
6	Usage of IT Tools & Techniques for data collection & analysis	5	
7	Quality Assurance and Risk Mitigation measures	5	
8	Work Plan and Presentation	10	

<b>C.</b>	<b>Expertise of Core Team (Marks: 25)</b>		
9	Team Personnel: Qualification and Experience of Key Personnel  A. Team Leader B. Senior WASH Expert C. Research Managers/ Field Managers/ Analyst etc.	25	Information to be given as per <b>Appendix – 1.</b>  Bidder may be asked for interaction with the proposed Team Personnel.  The above details to be supported by self-certified CVs of the personnel as per the format given in the <b>Annexure -XII.</b>
	<b>Marks for Technical Component</b>	<b>80</b>	
<b>D.</b>	<b>Marks for Financial Component</b>	<b>20</b>	20 Marks is allocated to the lowest priced proposal. The financial scores of the other proposals will be in inverse proportion to the lowest price.  An illustration on how the financial marks shall be worked out is given under section 5.3.  Financial Bid to be submitted as per the Format given in RFP in <b>Annexure XIII and XIV</b>
	<b>Total Marks (Technical + Financial)</b>	<b>100</b>	

## 5.2 Minimum Marks Requirement

**Technical Marks. :** The Proposal shall be rejected if it does not achieve the **minimum technical marks of 56** (fifty-six) out of maximum of 80 (eighty) marks.

**Financial proposal :** shall be rejected if it is 25% less than the expected tender value.

## 5.3 Illustration on Working Out Financial Marks of Bids

**Scoring Matrix:** The lowest priced proposal receives the full 20 marks, and all other proposals are scored in inverse proportion to their price compared to the lowest bid.

**Illustration:** Each bidder's financial marks shall be calculated by dividing the lowest bid by the bidder's own bid, then multiplying by 20.

$$\text{Financial Score} = \left( \frac{\text{Lowest Bid}}{\text{Bidder's Price}} \right) \times 20$$

Suppose there are three bidders:

Bidder	Quoted Price (INR)
A	1,00,000 – Lowest Price Bid
B	1,20,000
C	1,50,000

The financial marks will be calculated as below:

**Bidder A (Lowest Price)**

$$\text{Marks} = \left( \frac{1,00,000}{1,00,000} \right) \times 20 = 20$$

**Bidder B**

$$\text{Marks} = \left( \frac{1,00,000}{1,20,000} \right) \times 20 = 16.67$$

**Bidder C**

$$\text{Marks} = \left( \frac{1,00,000}{1,50,000} \right) \times 20 = 13.33$$

The **Final Marks of the Bidders** would be as under:

Bidder	Quoted Price (INR)	Financial Marks (out of 20)
A	1,00,000	20.00
B	1,20,000	16.67
C	1,50,000	13.33

## CHAPTER 6: INSTRUCTIONS TO BIDDERS

### 6.1 Submission of Bids

6.1.1 The Bidders shall submit their bids duly signed on each page in TWO SEPARATE PARTS in separate sealed envelopes super-scribed with the subject of bid, due date and nature of bid (Technical or Financial).

ENVELOPE – 1 : TECHNICAL BID

ENVELOPE – 2 : FINANCIAL BID

6.1.2 Both envelopes containing technical bid and financial bid respectively should be enclosed in larger envelope duly sealed and super scribing (Name/Subject of Tender/NIT No.) and the name and address of the bidder. The Bid(s) submitted without proper marking and not sealed would be summarily rejected. The tender envelope should bear the subject and the words "OFFER, DO NOT OPEN".

6.1.3 The Tender shall be addressed to The Chief General Manager (TSG), EdCIL India Limited, 7th Floor, Ambadeep Building, 14 KG Marg, New Delhi – 110001 through speed post or courier or by hand. Telex/Fax/Telegraphic/email offers shall not be accepted.

6.1.4 The bids must be submitted in the tender box placed at the reception of the above address.

6.1.5 The technical bid shall consist of all technical details /documents as requested in this tender. Financial bid shall indicate item wise rate for the items mentioned in the bid in the given format. The following documents are required to be submitted in Technical Bid & Financial Bid:

#### **TECHNICAL BID:**

- (i) EMD in the form of Demand Draft (MSME agencies exempted).
- (ii) Bidder's Profile
- (iii) Power of Attorney to be enclosed if applicant is other than the owner.
- (iv) Tender acceptance letter duly signed.
- (v) All the annexures required for Minimum Eligibility Criteria (Pre-Qualification)
- (vi) All the Annexures required for Technical Marks Criteria
- (vii) A self-attested copy of PAN Card,
- (viii) A self-attested copy of GST Tax Registration Certificate, if applicable. In case of non-applicability of GST, an undertaking is to be submitted by the bidder.
- (ix) Duly Signed and stamped copy of Tender documents as a token of acceptance of all terms & conditions of the tender.
- (x) All the annexures as mentioned in the Tender document
- (xi) Checklist of the Bid Documents with Reference Page Number of the Bid Document submitted by Bidder

#### **FINANCIAL BID:**

- (i) Financial Bid Submission Form
- (ii) Summary of Cost

6.1.6 The bidder should provide all information sought under this NIT. EdCIL will evaluate only those tenders which are in the required format and complete in all respects.

6.1.7 **It is mandatory for bidders to submit a duly completed CHECKLIST (given at the end of this chapter), indicating the reference page numbers in the bid documents corresponding to each supporting document included in their submission.** In absence

of the duly filled CHECKLIST, EdCIL reserves the right to reject the bid summarily.

- 6.1.8 The bidder shall sign all the papers of the bid. In case bidder/owner is partnership firm/society/company, all the documents should be signed by the authorized person with seal. All the supporting documents, annexures etc. of the tender document should be numbered serially and signed by the authorized signatory of the bidder. All alterations, omissions, additions, or any other amendments made to the tender must be initialed by the authorized person signing the tender document.
- 6.1.9 EdCIL reserves the right to postpone the tender opening date and/or time and will intimate all the tenderers, of such postponement along with notice of revised opening date and or time.
- 6.1.10 In case, due to some unforeseen circumstances, the date of receiving/opening of the tender happen to be a holiday/closed day, the tender will be received and opened on the immediate next working day.
- 6.1.11 EdCIL reserves the right to postpone / cancel this NIT and/or invite NIT afresh with or without amendments, without any liability or any obligation and without assigning any reason.
- 6.1.12 The participation in the tender does not entail any commitment from EdCIL. EdCIL reserves the right to accept any bid and to reject any or all bids without assigning any reason and no queries whatsoever shall be entertained.
- 6.1.13 EdCIL based on the requirement without assigning any reason to the Bidder/s may split Work/ Scope /Bid offer in stages or in parts according to the need of work or for ease of execution of work. EdCIL reserves right to take decision according to requirement and no claim on whatsoever ground shall be entertained from the bidder. Final decision of EdCIL shall be binding on the bidder.
- 6.1.14 The Bids shall be kept valid for acceptance for 90 days from the date of opening of Technical Bid. In exceptional circumstances, EdCIL may solicit the bidder's consent for an extension of the period of validity.

## **6.2 Earnest Money Deposit (EMD)**

### **6.2.1 Earnest Money Deposit**

- (i) EMD of requisite amount as mentioned in NIT shall be submitted separately in the form of Demand Draft in favour of 'EDCIL India Limited' payable at New Delhi from any of the Nationalized/ Scheduled Bank in India with a validity of three months.
- (ii) EMD shall be placed and submitted in the envelope/packet containing Technical Bid.
- (iii) The Bid submitted without EMD shall be considered as NON-RESPONSIVE and liable to be rejected.
- (iv) No interest shall be allowed on the Earnest Money.
- (v) The successful bidder's EMD shall be forfeited if the bidder fails to sign the Contract/accept the work order and/or furnish the required PBG within the specified time frame. The format of the PBG & Contract is given in **Annexure – XVII & XVIII** respectively.
- (vi) Registered MSME are exempt from EMD requirements as per Notification pursuant to amendment to the Rule 170(i) of General Financial Rules (GFR), 2017 dated 25 July 2017. Submit MSME registration certificate to claim this benefit.

### **6.2.2 Refund of EMD**

- (i) The EMD will be returned without interest to unsuccessful Bidder only after the Tenders are

finalized/ issue of Letter of Award to the successful bidder/ signing of contract agreement whichever is earlier.

- (ii) Earnest money will be forfeited if the bidder unilaterally withdraws the offer, or unilaterally amends, impairs or rescinds the offer within the period of its validity.
- (iii) In case of Successful Bidder, the EMD shall be refunded after submission of the stipulated Performance Bank Guarantee from a Nationalized/ Scheduled Bank operating in India.

### **6.3 Performance Bank Guarantee**

- 6.3.1 The successful bidder shall be required to deposit Performance Bank Guarantee equivalent to **3% of Contract Value/Work Order** to EdCIL within 15 (Fifteen) days from the date of agreement/receipt of issue of LOA for carrying out the work as per agreed conditions.
- 6.3.2 The Performance Bank Guarantee should be issued by a Nationalized Bank/ Scheduled Bank (list enclosed in annexure of PBG) in favour of 'EdCIL (India) Ltd. New Delhi'. This Performance Bank Guarantee should be retained throughout the currency of the contract and should be extended by the bidder from time to time, as required by EDCIL.
- 6.3.3 This guarantee shall be valid for a period of 180 days.
- 6.3.4 In case the successful bidder fails to submit PBG within stipulated time, EdCIL reserves the right to terminate the contract without any further notice.

The format of the Performance Bank Guarantee is given at **Annexure – XVII**.

### **6.4 Liquidated Damages**

- 6.4.1 If the Deliverables are not made within the due timeline for any reason under the control of the successful bidder, the EdCIL reserves the right to impose **Liquidated Damages (LD) @ 0.5% plus GST per week from the date of issuance of LOA and the maximum LD shall be 10% of the contract value/ rate**. The LD shall be applied only on the portion of deliverables not submitted within the stipulated time period for reasons under the control of the Agency.
- 6.4.2 Once the maximum LD is reached, EdCIL has the right to terminate the contract without any liability to cancellation charges and encash the submitted performance guarantee/s submitted by successful bidder.

### **6.5 Special Terms & Conditions**

- 6.5.1 It is acknowledged that bidders have gone through all the terms and conditions mentioned in the Tender and bidders agree to abide by them.
- 6.5.2 The contract agreement shall consist of: The Press Notification, Tender Notice, Notice Inviting Tender, Instructions to Bidders, all the documents of tender & contract for works including special conditions of contract, technical specifications and drawings, if any, forming the part of tender documents as issued/ downloaded by the Bidder from the websites at the time of invitation of tender and acceptance thereof together with any correspondence with them leading there to and also the correspondence related with verification of credentials.
- 6.5.3 The Contract should be interpreted in accordance with the laws of the Union of India and all disputes should be subject to place of jurisdiction located within New Delhi.
- 6.5.4 Resolution of Disputes: The dispute resolution mechanism to be applied pursuant should be as

follows:

6.5.4.1 Arbitration: Any dispute arising out of or in connection with this contract, including any question regarding its existence, validity or termination, shall be referred to and finally resolved by arbitration administered by the India International Arbitration Centre in accordance with the India International Arbitration Centre (Conduct of Arbitration) Regulations ("IIAC Regulations") for the time being in force, which regulations are deemed to be incorporated by reference in this clause.

6.5.4.2 The place of the arbitration shall be New Delhi, India. The tribunal shall consist of One arbitrator. The law governing the arbitration agreement shall be Indian Law. The language of the arbitration shall be English. The cost of arbitration will be borne by the agency.

6.5.5 Either party's performance under this agreement is subject to acts of God, war, epidemics, government regulation, strikes, or any other occurrence of event(s) or emergency beyond the party's control (except for rains), making it impossible, illegal, or commercially impracticable for either party to perform its obligations under this agreement, in whole or in part.

6.5.6 The Agency is responsible for and obliged to conduct all contracted activities in accordance with the Contract using state of the art methods and economic principles and exercising all means available to achieve the performance specified in the contract. It is mandatory for Bidders to submit Pre-Contract Integrity Pact [Proforma of the Pre-Contract Integrity Pact is given at **Annexure - XVI**].

6.5.7 Agency should be entirely responsible for all taxes, duties, etc., incurred until submission of deliverables. EdCIL shall not make any payment towards any other incidental charges payable by the agency at any site location.

6.5.8 Deduction for TDS and TDS-GST as applicable will be made from sums paid on account and final payments for carrying out the work under this contract.

6.5.9 Entire deliverable / report shall be in English language. If asked for Hindi translation, successful bidder should submit the same without any additional cost.

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

- If the Agency fails to submit deliverables specified in the order, or within any extension thereof granted by the EdCIL; or
- If the Agency fails to perform any other obligation(s) under the Contract.
- If the Agency, in the judgment of the EdCIL has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- In case the successful bidder fails to submit PBG within stipulated time, EdCIL reserves the right to terminate the contract without any further notice.

6.5.10.1 For the purpose of this Clause:

- 'Corrupt practice' means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
- 'Fraudulent practice' means a misrepresentation of facts to influence a tendering process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid rates at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition.

6.5.11 Risk and Cost Clause: In the event of failure of the successful bidder to execute the work or deliver the services within the stipulated time or as per the terms and conditions of the contract, EdCIL reserves the right to cancel the contract in whole or in part and get the remaining work executed or services completed through alternate sources at the risk and cost of the defaulting bidder. However, the agency should continue the performance of the Contract to the extent not terminated.

Any additional expenditure incurred by EdCIL in this regard shall be recovered from the defaulting bidder, including administrative and incidental charges, if any. Such recovery shall be without prejudice to any other right or remedy available to EdCIL under the contract, including forfeiture of Performance Security, withholding of pending payments, or debarment/blacklisting of the firm as deemed appropriate by EdCIL. The decision of EdCIL in this regard shall be final and binding on the bidder.

6.5.12 In case of Termination due to Force Majeure: Force Majeure shall mean occurrence in India of any act of God, such as rain, fire, flood, earthquake or other natural calamity causing the cancellation of the project/event. In such a case, the agency shall be paid only for the time/cost actually spent on the project. In case of any material and equipment cost, the same shall be paid on an actual basis.

6.5.13 In case of Termination by Client: Time is the essence of this project/event and in case of delay of any activity, the Client reserves the right to terminate the contract and forfeit PBG submitted by the selected agency and recover other reputational losses from the agency and in such case no payment shall be made to the agency.

6.5.14 The selected Bidder shall not use any material with intellectual property right of EdCIL without prior permission. The Bidder shall have to take any and all permissions and clearance related to intellectual property. EdCIL shall not be held liable for any default.

6.5.15 EdCIL reserves the right to accept or reject any proposal and to annul the bidding process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the Bidders. In case of annulment, all proposals submitted and specifically, proposal securities shall be returned to the Bidder.

6.5.16 Bidder shall furnish an affirmative statement as to the absence of, actual or potential conflict of interest on the part of the Applicant or any prospective subcontractor due to prior, current, or proposed contracts, engagements, or affiliations.

Additionally, such disclosure shall address any and all potential elements (time frame for service delivery, resource, financial or other) that would adversely impact the ability of the Bidder to complete the requirements as given in the application document. The Non-disclosure agreement shall be made as per the Standard forms of technical proposal provided in **Annexure-XV**. If the bidder fails to disclose said situations and if the Client comes to know about any such situation at any time, it may lead to the disqualification of the Bidder during bidding process or the termination of its Contract during execution of assignment.

6.5.17 Normally Negotiations are not allowed. However, if required, negotiations may be held at registered/corporate office of EdCIL (India) Ltd. following the CVC/EdCIL guidelines. Representatives conducting negotiations on behalf of the Bidder must have written authority to negotiate technical, financial, and other terms and conclude a legally binding agreement.

6.5.18 Rates in Figures and Words: Rates Quoted by the Bidder in tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figures and words. However, if a discrepancy is found, the rates which correspond with the amount worked out by the contractor shall unless otherwise proved be taken as correct.

If the amount of a particular is not worked out by the bidder or it does not correspond with the rates written either in figures or in words, then the rates quoted by the bidder in words shall be taken as correct. Where the rates quoted by the bidder in figures and in words tally but the amount is not worked out correctly, the rates quoted by the Bidder will, unless otherwise proved, be taken as correct and not the amount.

In case no rate has been quoted for any particulars leaving space both in figure(s), word(s) and amount blank, it will be presumed that the Bidder has included the cost of this/these particulars in other items and rate for such particulars will be considered as zero and work will be required to be executed accordingly.

6.5.19 In the case of any tender where rates appear unrealistic, such tender/particulars will be considered as unbalanced and in case the bidder is unable to provide satisfactory explanation such a tender/ particular is liable to be disqualified and rejected. The Bidder shall submit analysis of rates or any other relevant documents pertaining to the project if called upon to do so.

6.5.20 Fall Clause: The prices charged for the services or deliverables under this contract by the selected agency shall in no case exceed the lowest price at which the agency provides or offers to provide identical or similar services to any other Government Department, PSU, or Autonomous Body during the currency of the contract.

If, at any time during the validity of this contract, the agency offers or agrees to provide such services at a lower price to any other Government Department/PSU/Autonomous Body, the price payable under this contract shall automatically stand reduced to that lower price.

The agency shall promptly inform EdCIL of such an event and the contract shall be amended accordingly. Non-compliance of this clause may render the agency liable for appropriate administrative action including termination, forfeiture of performance security, and/or debarment from future tenders.

6.5.21 Force Majeure:

- a) The agency shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- b) For purposes of this Clause, 'Force Majeure' means an event beyond the control of the agency and not involving the agencies' fault or negligence and not foreseeable. Such events shall include, but are not limited to, acts of the EdCIL either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- c) If a Force Majeure situation arises, the Agency should promptly notify EdCIL in writing of such conditions and the cause thereof. Unless otherwise directed by the EdCIL in writing, the agency shall continue to perform its obligations under the Contract as far as is reasonably practical and should seek all reasonable alternative means for performance not prevented by the Force Majeure event.

6.5.22 Any notice given by one party to the other pursuant to this contract/order should be sent to the other party in writing or e-mail and confirmed in writing to the other party's address.

6.5.23 Termination for Convenience : EdCIL reserves the right to terminate the contract at any time without assigning any reason thereof.

6.5.24 EdCIL reserves the right to amend the terms and conditions of the tender as deems necessary and no queries whatsoever grounds shall be entertained.

## **CHECKLIST OF THE BID DOCUMENTS**

<b>S.N.</b>	<b>Document / Annexure</b>	<b>Ref. Annx./ Clause No. of this Tender Document</b>	<b>Ref. Page No. of the Bid Document Submitted by Agency</b>
<b>I. TECHNICAL BID</b>			
1	EMD in form of Demand Draft (Copy)		
2	Bidder's Profile	I	
3	Power of Attorney to sign documents - Authorization Letter on company letterhead authorizing the person signing the bid and signing the supporting documents.	II	
4	Tender Acceptance Letter	III	
5	Self-Declaration regarding Non-Blacklisting	IV	
6	Self-Declaration regarding Solvency	V	
<b>A Minimum Eligibility (Pre-Qualification)</b> (To be enclosed with Technical Bid)			
7	Document evidencing Legal Status of the Agency viz. copy of certificate of incorporation/ Partnership deed /Memorandum/ Article of Association/ Registration certificate with Registrar of companies/ and/or any other legally valid supporting document alongwith PAN No., GST Registration Certificate etc.	-	
8	Financial Strength of the Bidder - Certified by Chartered Accountant and supported by copies of audited balance sheets/P&L Accounts for the past three years.	VI	
9	Documents evidencing minimum 5 years of experience (year wise details) as detailed out in RFP.	VII	
10	Documents evidencing carrying out 2 National Level school-based assessments on pan-India scale as detailed out in RFP.	VII	
11	Documents evidencing receipt of professional fee of minimum of Rs. 50 Lakh (excluding taxes) in at least one similar assignment.	VII	
12	List of the Proposed Team	VIII	
13	Declaration on Recruitment Capability by bidder confirming availability of minimum 300 field assessors	IX	
<b>B Technical Marks Scoring</b>			
14	Document evidencing No. of completed years since Inception		
15	Financial Strength of the Bidder	VI	
16	Relevant Past Experience of the Agency - Based on No. of Years - Based on No. and Value of Projects	X Appendix-1	
17	Robustness of proposed Approach, Methodology & Tools - Understanding of the Project - Usage of IT Tools & Techniques of Data Collection - Quality Assurance & Risk Mitigation Measures - Work Plan and Presentation	Appendix-1 XI	
18	CVs of the Team Personnel CV of Team Leader CV of Wash Expert	XII	

	CV of Research/Field Manager/ Analyst – 1		
	CV of Research/Field Manager/ Analyst – 2		
	Additional CVs if any		
<b>C.</b>	<b>Standard Forms</b>		
19	Non-Disclosure Agreement	XV	
20	Proforma Pre-Contract Integrity Pact General	XVI	
21	Performance Bank Guarantee along with List of Authorised Banks	XVII	
22	Contract Form	XVIII	
<b>II.</b>	<b>FINANCIAL BID</b>		
23	Financial Bid Submission Form	XIII	
24	Summary of Cost	XIV	

For and on behalf of:

(Signature)

Name of the Authorized Signatory:

Designation:

Date:

Official Seal

## **ANNEXURES**

**Annexure – I****BIDDER'S PROFILE**

<b>S. No.</b>	<b>Profile</b>	<b>Details/Documents enclosed</b>
1	Name of the Company	
2	Address of Registered office & Head office	
3	Contact Details of the Bidder (i) Contact Person Name (ii) Designation (iii) Office Telephone Number (iv) Mobile Number (v) E-mail	
4	Type of Company (Pvt Ltd, Public limited, Partnership, Proprietorship etc.).	
5	Date of Incorporation	
6	GST Registration number	
7	PAN Number	
8	TAN Number	
9	CIN Number	
10	Copy of MOA and AOA	
11	MSME Details (i) Registration No. (ii) Gender (iii) SC/ST	
12	Bank Details of the Bidder (i) Name & address of the Bank branch (ii) Account Number (iii) IFSC code (iv) Scanned Copy of one cancelled cheque	
13	Authorized Signatory for signing Bid Documents	

For and on behalf of:

(Signature)

Name of the Authorized Signatory:

Designation:

Date:

Official Seal

**Note:**

1. Copies of all supporting documents (Registration, GST, PAN, TAN, CIN) should be appended in the same order as mentioned in the table.
2. All supporting documents should be duly certified by the Authorized person.

**POWER OF ATTORNEY**

Know all men by these presents, we..... (name of service provider and address of the registered office ) do hereby constitute, nominate appoint and authorize Mr./Ms.....son/ daughter/ wife of and presently residing at ....., who is presently employed with /retained by us and holding position of ..... as our true and lawful attorney (hereinafter referred to as the "Authorized Representative") to do in our name and on our behalf, all such acts, deeds and things are as necessary or required in connection with or incidental to submission of our proposal for and selection as the <.....> for the <name of the client> ..... project, proposed to be developed by the ..... (the "client") including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre bid and other conferences and providing information /responses to the client, representing us in all matters before the Client, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with the client in all matter in connection with or relating to or arising out of our Proposal for the said project /or upon award thereof to us till the entering into of the Agreement with the client.

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

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

THIS .....DAY OF ..... 202...

For ..... (Name and registered address of the Client)

(Signature, Name, Designation, and Address)

Witness:

(Signature, Name, Designation, and Address)

Notarized

Accepted

.....  
(Signature, Name, Designation, and Address)

Notes:

- i) The mode of the execution of the power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants (s) and when it is so required the same should be under seal affixed in accordance with the required procedure.
- ii) Wherever required, the applicant should submit for verification the extract of the charter documents and other documents such as a resolution/Power of Attorney in favor of the person executing this Power of Attorney for delegation of power hereunder on behalf of the applicant.

**TENDER ACCEPTANCE LETTER**

To,  
The Chief General Manager - TSG  
EdCIL India Limited  
7<sup>th</sup> Floor, Ambadeep Building  
14 KG Marg, New Delhi - 110001

Sub: Acceptance of Tender Conditions  
Ref: Tender No: \_\_\_\_\_ Dated: \_\_\_\_\_

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: as per your advertisement, given in the above-mentioned website(s).
2. I/We hereby certify that I/We have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the tender advertisement and I/we shall abide by the terms/ conditions / clauses contained therein.
3. The Corrigendum(s) issued from time to time by your department/organization too have also been taken into consideration, while submitting this acceptance letter.
4. I/We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / Corrigendum(s) in its totality / entirety.
5. I/We do hereby declare that I/we have not been blacklisted/ debarred by any Govt. Department/Public sector undertaking for participation in bid.
6. I/We certify that all information furnished by me/us is/are true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy.
7. I/We hereby declared that none of the employee of EDCIL is/are related to me/us or My / Our following close / distant relative(s) are working in EDCIL, with detailed particulars:
8. Declaration:

I/We have read and understood the detailed terms & conditions applicable to the subject matter as supplied with the bid documents and agree to abide by the same in totality.

It is hereby declared that all the particulars of the building, etc. as furnished against the individual items are true and correct as per my/our knowledge and belief and in the event of any of the same being found to be not true, I/We shall be liable to such consequences/lawful action as the EDCIL may wish to take.

(Signature)

Name of the Authorized Signatory:

Designation:

Date:

Official Seal

**ANNEXURE – IV**

**SELF-DECLARATION REGARDING NON-BLACKLISTING**

(On Non-Judicial Stamp Paper of Rs. 100/- duly attested by the Notary Public)

To,  
EdCIL India Limited  
7<sup>th</sup> Floor, Ambadeep Building  
14 KG Marg, New Delhi - 110001

Sir,

In response to the Tender No. EdCIL/..... dated....., I/We hereby declare that presently our organization is not declared ineligible/blacklisted/debarred for corrupt & fraudulent practices either indefinitely or for a particular period of time as mentioned in RFP by any State/ Central Government/ PSU/Autonomous Body on the date of bid submission.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our EMD may be forfeited in full and the tender if any, to the extent accepted may be cancelled.

Thanking you,

Yours faithfully,

(Signature)

Name of the Authorized Signatory:

Designation:

Date:

Official Seal

**SELF - DECLARATION REGARDING SOLVENCY**

**UNDERTAKING**

(To be submitted in the Letter Head of the Company/Firm of Bidder)

To,  
The Chief General Manager - TSG  
EdCIL India Limited  
7<sup>th</sup> Floor, Ambadeep Building  
14 KG Marg, New Delhi - 110001

Dear Sir/Madam,

Sub: Declaration Regarding Insolvency/ Liquidation/ Bankruptcy Proceedings

Ref: Tender No.:

I/We, \_\_\_\_\_ declare that I/We am/are not under insolvency resolution process or liquidation or Bankruptcy Code Proceedings (IBC) as on date, by NCLT or any adjudicating authority/authorities, which will render us ineligible for participation in this tender.

(Signature)

Name of the Authorized Signatory:

Designation:

Date:

Official Seal

## **MINIMUM ELIGIBILITY CRITERIA**

**Annexure - VI**

**FINANCIAL STRENGTH Of THE BIDDER**

**(Rs. in Crore)**

<b>Sr No</b>	<b>Financial Year</b>	<b>Annual Turnover</b>	<b>Net Worth (Positive/Negative)</b>	<b>Net Profitability</b>
1	2022-23			
2	2023-24			
3	2024-25			
	<b>Avg. of past 3 years</b>		<b>NA</b>	<b>NA</b>

**Signature & Stamp of Chartered Accountant/ Statutory Auditor along with UDIN**

**Note:**

- (i) Above certificate to be submitted on the Letter Head with certification from Chartered Accountant/Statutory Auditor with UDIN No.
- (ii) Copy of Audited Balance Sheet and Profit & Loss account for all three years to be enclosed for cross verification of the above certificate.

**Annexure – VII**

**A. List of Completed Projects**

S.N.	Year	Name of the Project	Name of Client	Work Order No.	Work order Date	Experience of Firm <b>in Years</b> as on date of NIT (from date of Work Order)	Brief Description of work	Value of work In Rs. Lakh <b>(ex. Taxes)</b>	No. of States/UT Covered in project	Date of Start	Scheduled Date of Completion	Actual Date of Completion	Reason for Delay, if any
<b>A. National level School-based research / assessment using CAPI software in atleast 12 States/UTs across 3 or more regions of India.</b>													
1													
2													
...													
<b>B. Other Physical Survey Projects as per technical eligibility criteria</b>													
1													
2													
...													

**B. List of Ongoing Projects/Under Implementation**

S.No.	Year	Name of the Project	Name of Client	Work Order No.	Work order Date	Experience of Firm <b>in Years</b> as on date of NIT	Brief Description of work	Value of work In Rs. Lakh <b>(ex. taxes )</b>	No. of States/UT Covered in project	Date of Start	Scheduled Date of Completion	Actual Date of Completion	Reason for Delay, if any
National level School -based research / assessment using CAPI software in atleast 12 States/UTs spread across 3 or more regions of India													
1													
2													
...													

**C. List of Projects with Minimum Value of Rs.50 lakh (excluding taxes)**

**D. List of Projects evidencing minimum 5 years of existence of Agency as per RFP (Completed Works only)**

(Signature)

Name of the Authorized Signatory:

Designation:

Date:

Official Seal

**All the above projects mentioned above in A,B,C,D to be supported by relevant documents.**

**LIST OF TEAM PERSONNEL**

<b>S.No</b>	<b>Designation /Position/ Domain Expertise</b>	<b>No. of the Personnel</b>	<b>Minimum Qualification (as per Minimum Technical Eligibility Criteria)</b>	<b>Desirable Qualification (as per Criterion No.9 of the Appendix)</b>	<b>Cumulative Years of experience</b>	<b>Length of Relevant experience as per NIT</b>
<b>A. Minimum Manpower Required (as per RFP)</b>						
<b>1</b>	Team Leader	1				
<b>2</b>	Senior WASH Expert	1				
<b>3</b>	Research Manager / Field Manager/ Analyst etc.	1				
<b>4</b>		1				
<b>B. Additional Manpower Proposed</b>						
1						
2						
..						

For and on behalf of:

Signature

Name:

Designation:

Date:

Official Seal

**DECLARATION ON RECRUITMENT CAPABILITY**  
**[On Agency Letterhead]**

To,  
The Chief General Manager - TSG  
EdCIL India Limited  
7<sup>th</sup> Floor, Ambadeep Building  
14 KG Marg, New Delhi - 110001

**Subject:** Declaration of Ability to Recruit Field Assessors/Enumerators

Dear Sir/Madam,

We, [\_\_\_\_\_], having our registered office at [Agency Address], hereby declare that we have the capability and resources to recruit a minimum of 300 field assessors/enumerators across all States and Union Territories (UTs) of India, as required under the terms of the referenced RFP.

We further confirm that our agency maintains a robust database of qualified enumerators, and we are prepared to deploy personnel with the requisite educational qualifications and relevant field experience. A summary table detailing the availability of enumerators, cross-tabulated by educational and experience levels across different States/UTs, is provided below for your reference.

**Summary Table of Enumerators**

State/U T	Total No. of Enumerator s	Qualification / Experience in Years						
		Bachelor' s with <2 years	Bachelor' s with 2- <5 years	Bachelor s with 5- <7 years	Bachelor s with 7+ years	Master' s with < 2 years	Master' s with 2-<5 years	Master' s with 5+ years
Andhra Prades h	20	2	3	4	4	2	3	2
Assam	15	2	2	3	3	2	2	1
Delhi	18	5	4	3	1	2	2	1
.....	-	-	-	-	-	-	-	-
Grand Total	<b>300</b> (Minimum)							

*(Note: The above numbers are indicative and actual data to be presented by agency)*

We understand that, upon selection, we may be required to submit the underlying roster/data supporting the summary provided herein.

We affirm that all information provided is true and correct to the best of our knowledge.

For and on behalf of:

Signature with Seal of the Agency

Name & Designation:

Date:

Official Seal

## **TECHNICAL SCORING CRITERIA**

## **ANNEXURE - X**

### **PROJECT DETAILS**

Using the format below, provide information on each Assignment/job (separately for each assignment) for which your firm and each associate for this assignment was legally contracted either individually as a corporate entity or as one of the major partners within an association, for carrying out consulting services similar to the ones requested for this Assignment. The information must show your overall experience in undertaking and executing similar Assignment. Same format is to be used for showing all important Assignments. [While the heading of format will remain unchanged, the formatting may be modified & spread from two to three pages as per requirement].

Note: The following format should be filled for Technical Evaluation of Bid Document as per criteria. All the requisite projects as per Technical Evaluation criteria should be detailed as below.

### **EXPERIENCE OF RELEVANT ASSIGNMENTS**

#### **Project – 1**

##### **Basic Details**

<b>S.NO.</b>	<b>Particulars</b>	<b>Details</b>
1	Page No. of the Work Order / Agreement in Bid Document	
2	Page No. of Completion Certificate in Bid Document	
3	Page No. of Final Invoice Copy in Bid Document	
<b>4</b>	<b>Experience of the Firm (in Years) as on the date of NIT (from Work Order)</b>	
<b>5</b>	<b>Value of the Project in Rs. Lakh (excluding taxes)</b>	
6	No. and Name of States/UT Covered in Project	

##### **Other Details**

<b>S.No</b>	<b>Description</b>	<b>Remarks</b>
1	Assignment name:	
1.1	Description of Assignment:	
1.2	Value of the contract (in Rupees Lakh) excluding taxes:	
1.3	Country:	
1.4	Location within country:	
1.5	Duration of Assignment/job (months):	
1.6	Name of Authority:	
1.7	Address of Authority:	
1.8	Total number of staff-months of the Assignment:	
1.9	Approx. value of the Services provided by your firm under the contract	
1.10	Start date (month/year):	
1.11	Completion date (month/year):	
1.12	Reason of delay, if any:	
1.13	Name of associated Consultants, if any:	
1.14	Number of professional staff-months provided by associated Consultants:	
1.15	Name of senior professional staff of your firm involved & functions performed:	
1.16	Description of actual Assignment/job provided by your staff within the Assignment/job:	

## **Project – 2**

### **Basic Details**

<b>S.NO.</b>	<b>Particulars</b>	<b>Details</b>
1	Page No. of the Work Order / Agreement in Bid Document	
2	Page No. of Completion Certificate in Bid Document	
3	Page No. of Final Invoice Copy in Bid Document	
<b>4</b>	<b>Experience of the Firm (in Years) as on the date of NIT (from Work Order)</b>	
<b>5</b>	<b>Value of the Project in Rs. Lakh (excluding taxes)</b>	
6	No. and Name of States/UT Covered in Project	

### **Other Details**

<b>S.No</b>	<b>Description</b>	<b>Remarks</b>
2	Assignment name:	
2.1	Description of Assignment:	
2.2	Value of the contract (in Rupees Lakh) excluding taxes:	
2.3	Country:	
2.4	Location within country:	
2.5	Duration of Assignment/job (months):	
2.6	Name of Authority:	
2.7	Address of Authority:	
2.8	Total number of staff-months of the Assignment:	
2.9	Approx. value of the Services provided by your firm under the contract	
2.10	Start date (month/year):	
2.11	Completion date (month/year):	
2.12	Reason of delay, if any:	
2.13	Name of associated Consultants, if any:	
2.14	Number of professional staff-months provided by associated Consultants:	
2.15	Name of senior professional staff of your firm involved and functions performed:	
2.16	Description of actual Assignment/job provided by your staff within the Assignment/job:	

**Note: Please provide documentary evidence from the client i.e. copy of Work Order/Contract/Completion certificate for each of the assignments shown by the Agency.** The experience shall not be considered for evaluation if such requisite support documents are not provided with the bid.

(Signature)

Name of the Authorized Signatory:

Designation:

Date:

Official Seal

**WORK PLAN & TIME SCHEDULE FOR COMPLETION OF EVALUATION**

Outline here the weekly Work Schedule/Plan and Time Schedule, as per following proforma:

<b>S.No.</b>	<b>Activity</b>	<b>Duration</b>	<b>Start Date</b>	<b>End Date</b>

Notes:

- i) Indicate all main activities of the Assignment/job, including delivery of reports i.e. deliverables as per TOR and other benchmarks such as Authority's approvals.
- ii) Duration of activities shall be indicated in the form of a bar chart.

(Signature)

Name of the Authorized Signatory:

Designation:

Date:

Official Seal

**CURRICULUM VITAE (CV) FOR PROPOSED TEAM PERSONNEL****Proposed Position:** \_\_\_\_\_**Name of Firm:** [Insert name of firm proposing the staff]:**Name of the Proposed Staff:** \_\_\_\_\_**Date of Birth:** .**Nationality:****Education:** [Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and year of acquiring]:a. **Minimum Qualification** as per this tender:

Name of Institution & University	Year of Passing	Name of Degree	Specialization

b. **Desirable Qualification** as per this tender (*as per Criterion No.9 of the Appendix*):

Name of Institution & University	Year of Passing	Name of Degree/ Diploma/ Certification	Specialization

**Work Experience:****A. Total Work Experience (Cumulative) in Years :****B. Length of Relevant Work Experience (as per RFP) in Years :****Employment Record:** \_\_\_\_\_

[Starting with present position, list in reverse order every employment held by staff member since graduation giving details for each employment (see format here below):

S.N.	Name of the Organization	Position Held	Duration (MM/YYYY-MM/YYYY)	Years & Months of Experience

**Detailed Tasks Assigned:**

[List all tasks to be performed by above staff under this Assignment for which Proposal is being submitted]

**Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned** [Amongst the Assignment/jobs in which the staff has been involved, indicate the following information for those Assignment/jobs that best illustrate staff capability to handle the tasks.]

**Project Details: Relevant Experience** (as stated in tender document)

S.No	Description	Remarks
1	Name of Assignment/job or project	
2	Period of Engagement	(DD/MM/YYYY to DD/MM/YYYY)
3	Duration of Project in Years	
4	Value of the Project in Rs Lakh	
5	Authority	
6	Main features of Assignment and Activities performed	
7	Position Held	

**Membership of Professional Associations:**

**Relevant Trainings Undertaken:**

**Languages:** \_\_\_\_\_

[For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]:

**Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful mis-statement described herein, may lead to my disqualification or dismissal, if engaged.

Date:  
Day/Month/Year  
[Signature of the staff]

(Signature)  
**Name of the Authorized Signatory:**  
**Designation:**

## **FINANCIAL BID FORMS**

**Annexure - XIII**

**FINANCIAL BID SUBMISSION FORM**

NIT No.EdCIL/\_\_\_\_\_

Dated:

To,  
The Chief General Manager - TSG  
EdCIL India Limited  
7<sup>th</sup> Floor, Ambadeep Building  
14 KG Marg, New Delhi - 110001

Dear Sirs,

We, the undersigned, offer to provide the consulting Assignment/job for \_\_\_\_\_ in accordance with your Request for Proposal (RFP) dated\_\_\_\_ and our Technical Bid. Our attached Financial Bid, as per TOR, is for the sum of Rs. \_\_\_\_ (Rupees \_\_\_\_\_ Only). This amount is inclusive of all the taxes payable to appropriate authority/authorities.

We hereby confirm that the financial bid is unconditional, and we acknowledge that any condition attached to financial bid shall result in rejection of our financial proposal.

Our Financial Bid shall be binding upon us up to expiration of the validity period of the Bid as mentioned in the RFP.

We understand you are not bound to accept any Bid you receive.

We remain,

Yours sincerely,

(Signature)

Name of the Authorized Signatory:

Designation:

Date:

Official Seal

**SUMMARY OF COSTS**

<b>S.No.</b>	<b>Particulars/ Items</b>	<b>Amount in Figure (Rupees)</b>
1	Remuneration of Team Personnel	
2	Expenses on Transportation, Accommodation, TA/DA, Local Transport, etc.	
3	Miscellaneous Expenses	
	Total Cost (Excluding Taxes)	
4	Taxes [GST @ 18% / prevailing rate]	
5	Total Cost of Financial Bid (including all applicable Taxes)	

Amount in Words (Total Cost including applicable taxes) : \_\_\_\_\_

<b>BREAKDOWN OF REMUNERATION</b>					
<b>S.N.</b>	<b>Position</b>	<b>Quantity</b>	<b>Man Day Rate (Rs.)</b>	<b>Proposed Man Days</b>	<b>Total Amount (In Rupees)</b>
		(A)	(B)	(C)	D= (A)*(B)*(C)
<b>A</b>	<b>Key Personnel (Min. of 4 Nos.)</b>				
1	Team Leader (Min. of 1 Nos.)				
2	WASH Specialist (Min. of 1 Nos.)				
3	Research Manager/Field Manager/ Analyst Specialist				
4	Research Manager/Field Manager/ Analyst Specialist				
<b>B</b>	<b>Additional Team Members/ Staff</b>				
5					
...					
	<b>Total</b>				

(Signature)

Name of the Authorized Signatory:

Designation:

Date:

Official Seal

## **OTHER STANDARD ANNEXURES**

**NON-DISCLOSURE AGREEMENT**

[Company Letterhead]

1. This AGREEMENT (hereinafter called the "Agreement") is made on the [day] day of the month of [month], [year], between, EdCIL (India) Ltd on the one, (hereinafter called the "EdCIL") and, on the other hand, [Name of the Bidder] (hereinafter called the "Bidder") having its registered office at [Address]

WHEREAS

2. The "EDCIL" has issued NIT NO: (As given in RFP) for \_\_\_\_\_ (Hereinafter called the "Project") of the EDCIL.

The Bidder, having represented to the "EDCIL" that it is interested to bid for the proposed Project,

3. The EDCIL and the Bidder agree as follows:

I In connection with the "Project", the EDCIL agrees to provide to the Bidder a detailed document on the Project vide the Request for Proposal document. The Request for Proposal contains details and information of the EDCIL operations that are considered confidential.

I The Bidder to whom this information (Request for Proposal) is disclosed shall –

- (i) hold such information in confidence with the same degree of care with which the Bidder protects its own confidential and proprietary information.
- (ii) restrict disclosure of the information solely to its employees, other member with a need to know such information and advise those persons of their obligations hereunder with respect to such information.
- (iii) use the information only as needed for the purpose of bidding for the Project.
- (iv) except for the purpose of bidding for the Project, not copy or otherwise duplicate such information or knowingly allow anyone else to copy or otherwise duplicate such information; and
- (v) undertake to document the number of copies it makes
- (vi) on completion of the bidding process and in case unsuccessful, promptly return to the EDCIL, all information in a tangible form or destroy such information

4. The Bidder shall have no obligation to preserve the confidential or proprietary nature of any information which:
5. It was previously known to the Bidder free of any obligation to keep it confidential at the time of its disclosure as evidenced by the Bidder's written records prepared prior to such disclosure; or
  - is or becomes publicly known through no wrongful act of the Bidder; or
  - is independently developed by an employee, agent or contractor of the Bidder not associated with the Project and who did not have any direct or indirect access to the information.
6. The Agreement shall apply to all information relating to the Project disclosed by the EDCIL to the bidder.
7. EDCIL will have the right to obtain an immediate injunction enjoining any breach of this Agreement, as well as the right to pursue any and all other rights and remedies available at law or in equity for such a breach.
8. EDCIL reserves the right to share the information received from the bidder under the ambit of RTI Act.

9. Nothing contained in this Agreement shall be construed as granting or conferring rights of license or otherwise, to the Bidder, on any of the information. Notwithstanding the disclosure of any information by the EDCIL to the Bidder, the EDCIL shall retain title and all intellectual property and proprietary rights in the information. No license under any trademark, patent or copyright, or application for same that are now or thereafter may be obtained by the EDCIL is either granted or implied by the conveying of information. The Bidder shall not alter or obliterate any trademark, trademark notice, copyright notice, confidentiality notice or any notice of any other proprietary right of the EDCIL on any copy of the information and shall reproduce any such mark or notice on all copies of such information.
10. This Agreement shall be effective from the date of signing of this agreement and shall continue perpetually.
11. Upon written demand of the EDCIL, the Bidder shall (i) cease using the information, (ii) return the information and all copies, notes or extracts thereof to the EDCIL forthwith after receipt of notice, and (iii) upon request of the EDCIL, certify in writing that the Bidder has complied with the obligations set forth in this paragraph.
12. This Agreement constitutes the entire Agreement between the EDCIL and the Bidder relating to the matters discussed herein and supersedes any and all prior oral discussions and/or written correspondence or agreements between the two parties. This Agreement may be amended or modified only with the mutual written consent of the parties. Neither this Agreement nor any right granted hereunder shall be assignable or otherwise transferable.
13. Confidential information is provided "As-Is". In no event shall the EDCIL be liable for the accuracy or completeness of the confidential information.
14. This agreement shall benefit and be binding upon the EDCIL and the Bidder and their respective subsidiaries, affiliate, successors, and assigns.
15. This agreement shall be governed by and construed in accordance with the Indian laws.

For and on behalf of the Bidder

(Signature)

Name of the Authorized Signatory:

Designation:

Date:

Official Seal

## **ANNEXURE – XVI**

### **PRE CONTRACT INTEGRITY PACT GENERAL**

This pre-contract Agreement (hereinafter called the Integrity Pact) is made on \_\_\_\_ day of the month of .... 202\_, between, on one hand, acting through Shri/Smt.

---

, Designation, EdCIL (India) Limited (hereinafter called the "Client "EdCIL" interchangeably, which expression shall mean and include, unless the context otherwise requires, his successors in office and assigns) of the First Part

AND

M/s \_\_\_\_\_ represented by Shri \_\_\_\_\_, Chief Executive Officer (hereinafter called the "BIDDER/ AGENCY" which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the Second Part.

WHEREAS the EdCIL proposes to procure services towards " \_\_\_\_\_(TITLE OF THE TENDER)-- --" for its clients and BIDDER/ Agency is willing to offer the said services and related items as referred to in the Bid document no. .... Dated ..... 202\_.

WHEREAS the BIDDER is a private company /public company / Government undertaking / partnership / registered expert agency, constituted in accordance with the relevant law in the matter and the EdCIL is a Public Sector Undertaking under Ministry of Education performing its functions.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence / prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:

Enabling the EdCIL to obtain the desired services as referred to in the Bid document no.

..... dated ..... 202\_ at a competitive rate in conformity with the defined tender provisions by avoiding the high cost and the distortionary impact of corruption on procurement of services and Enabling BIDDERs to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the EdCIL will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:

#### **1. Commitments of EdCIL**

- 1.1** The EdCIL undertakes that no official of the EdCIL, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the contract.
- 1.2** The CLIENT will, during the pre-contract stage, treat all BIDDERs alike, and will provide to all BIDDERs the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERs.
- 1.3** All the officials of the EdCIL will report to the appropriate Government office any attempted

or completed breaches of the above commitments as well as any substantial suspicion of such a breach.

2. In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the EdCIL with full and verifiable facts and the same is *prima facie* found to be correct by the EdCIL, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings shall be initiated by the EdCIL and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the EdCIL the proceedings under the contract would not be stalled.
3. Commitments of Bidders

The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:

- 3.1 The BIDDER will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the EdCIL, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.
- 3.2 The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the EdCIL or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract or any other contract with the Government for showing or forbearing to show favour or disfavor to any person in relation to the contract or any other contract with the Government.
- 3.3 Bidders shall disclose the name and address of agents and representatives and Indian BIDDERs shall disclose their foreign principals or associates.
- 3.4 BIDDERS shall disclose the payments to be made by them to agents/brokers or any other intermediary, in connection with this bid/contract.
- 3.5 The BIDDER further confirms and declares to the EdCIL that the BIDDER has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the EdCIL or any of its functionaries, whether officially or unofficially to the award to the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation, as the case shall be for satisfactory performance of the proposed terms of Bidder.
- 3.6 The BIDDER, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of the EdCIL or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.
- 3.7 The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.

- 3.8 The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.
- 3.9 The BIDDER shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information provided by the EdCIL as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.
- 3.10 The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.
- 3.11 The BIDDER shall not instigate or cause any third person to commit any of the actions mentioned above.
- 3.12 If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER, either directly or indirectly, is a relative of any of the officers of the EdCIL, or alternatively, if any relative of an officer of the EdCIL has financial interest / stake in the BIDDER's firm, the same shall be disclosed by the BIDDER at the time of filing of Bid.
- 3.13 The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of EdCIL.

#### 4. Previous Transgression

- 4.1 The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this integrity pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India that could justify BIDDER's exclusion from the bid process.
- 4.2 The BIDDER agrees that if it makes incorrect statement on this subject. BIDDER can be disqualified from the Bid process or the contract, if already awarded, can be terminated for such reason.

#### 5. Earnest Money Deposit

- 5.1 While submitting Technical bid, the BIDDER shall deposit an amount of Rs. .... as Earnest Money with the EdCIL through Account Payee Bank Draft or a Pay Order in favour of EdCIL (India) Limited.
- 5.2 The instrument for Security Deposit made shall be valid up to the specified period and the bidder shall be liable to keep the said instrument valid for such extended period as the case shall be for satisfactory performance of the terms of Bidder above referred till the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the EdCIL, including warranty period, whichever is later.
- 5.3 In case of the successful BIDDER a clause would also be incorporated in the Article pertaining of Performance Bond in the corresponding Contract governing such agreement that the provisions of Sanctions for Violation shall be applicable for encashment of Performance Bank Guarantee deposited towards forfeiture of said amount in case of a decision by the EdCIL to forfeit the same without assigning any reason for imposing such sanction.
- 5.4 No interest shall be payable by the EdCIL to the BIDDER on Earnest Money Deposit for the period of its currency.

## 6. Sanctions For Violations

6.1 Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the EdCIL to take all or any one of the following actions, wherever required:

- i. To immediately call off the pre contract negotiations without assigning any reason or giving any compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.
- ii. The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit / Performance Bond (Bank Guarantee) (after the contract is signed) shall stand forfeited either fully or partially, as decided by the EdCIL and the CLIENT (EdCIL) shall not be required to assign any reason therefore.
- iii. To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.
- iv. To recover all sums already paid by the EdCIL, and in case of an Indian BIDDER with interest thereon at 2% higher than the prevailing Prime Lending Rate of State Bank of India, while in case of a BIDDER from a country other than India with interest thereon at 2% higher than the LIBOR as the case shall be. If any outstanding payment is due to the BIDDER from the EdCIL in connection with any other contract for any other stores or on any account whatsoever and by whatsoever name called, such outstanding payment could also be utilized to recover the aforesaid sum and interest thereto.
- v. To encash the advance bank guarantee and performance bond/warranty bond, if furnished by the BIDDER, in order to recover the payments, already made by the EdCIL, along with interest.
- vi. To cancel all or any other Contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the EdCIL resulting from such cancellation/rescission and the EdCIL shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.
- vii. To debar the BIDDER from participating in future bidding processes of the Government of India for a minimum period of five years, which shall be further extended at the discretion of the EdCIL.
- viii. To recover all sums paid in violation of this Pact by BIDDER(s) to any middleman or agent or broker with a view to securing the contract.
- ix. In cases where irrevocable Letters of Credit have been received in respect of any contract signed by the EdCIL with the BIDDER, the same shall not be opened.
- x. Forfeiture by way of encashment of Performance Bond in case of a decision by the EdCIL to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.

6.2 The EdCIL will be entitled to take all or any of the actions mentioned at Para 6.1(i) to (x) of this Pact also on the Commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of any offence as defined in Chapter IX of the Indian Penal code, 1860 or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.

6.3 The decision of the EdCIL to the effect that a breach of the provisions of this Pact has

been committed by the BIDDER shall be final and conclusive on the BIDDER. However, an Independent Monitor(s) shall be appointed by EdCIL, in case of breach of the provisions of the pact.

7. Independent Monitors

- 7.1 An Independent monitor (s) shall be appointed by EdCIL, in case of breach of the provisions of the pact.
- 7.2 The task of the Monitors shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.
- 7.3 The Monitors shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently.
- 7.4 Both the parties accept that the Monitors have the right to access all the documents relating to the project / procurement, including minutes of meetings.
- 7.5 As soon as the Monitor notices, or has reason to believe, a violation of this Pact, he will so inform the Authority designated by the EdCIL.
- 7.6 The BIDDER(s) accept that the Monitor has the right to access without restriction to all Project documentation of the EdCIL including that provided to the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Sub-bidders. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Sub-bidder(s) with confidentiality.
- 7.7 The EdCIL will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.
- 7.8 The Monitor will submit a written report to the designated Authority of CLIENT/Secretary in the Department/within 8 to 10 weeks from the date of reference or intimation to him by the EdCIL / BIDDER and, shall the occasion arise, submit proposals for correcting problematic situations.

8. Facilitation Of Investigation

In case of any allegation of violation of any provisions of this Pact or payment of commission, the EdCIL or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER and the BIDDER shall provide necessary information and documents in English and shall extend all possible help for the purpose of such examination.

9. Law And Place Of Jurisdiction

This Pact is subject to Indian Law. The place of performance and jurisdiction is the seat of the EdCIL.

10. Other Legal Actions

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that shall follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

11. Validity

11.1 The validity of this Integrity Pact shall be governed by the terms of the NIT No. \_\_\_\_\_ towards complete execution of the contract to the satisfaction of both the EdCIL and the BIDDER/Agency, including warranty period, whichever is later. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract awarding the Bidder with successful bidder.

11.2 Shall one or several provisions of this Pact turn out to be invalid; the remainder of this Pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.

12. The parties hereby sign this Integrity Pact at \_\_\_\_\_ on \_\_\_\_\_.

EdCIL (India) Limited

13.

BIDDER

Name of the Officer : \_\_\_\_\_

Designation: \_\_\_\_\_

Witness: \_\_\_\_\_

1. \_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_

Witness: \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

(The Pre Contract Integrity Pact shall be modified based in line with the conditions of the Bid Documents).

**ANNEXURE – XVII**

**PERFORMANCE BANK GUARANTEE FORMAT**

To,  
The Chief General Manager - TSG  
EdCIL India Limited  
7<sup>th</sup> Floor, Ambadeep Building  
14 KG Marg, New Delhi - 110001

In consideration of the Chairman and Managing Director, EdCIL acting through \_\_\_\_\_ (Designation & address of Contract Signing Authority), (hereinafter called "EdCIL (India) Limited" having agreed under the terms and conditions of agreement/ Contract Acceptance letter No. \_\_\_\_\_ dt \_\_\_\_\_ Made between \_\_\_\_\_ (Designation & address of contract signing Authority) and \_\_\_\_\_ (here in after called "the said Agency" for the work \_\_\_\_\_ (here in after called "the said agreement") having agreed for submission of a irrevocable Bank Guarantee Bond for \_\_\_\_\_ ( \_\_\_\_\_ only) as a performance security Guarantee from the Agency for compliance of his obligations in accordance with the terms & conditions in the said agreement.

1. We \_\_\_\_\_ (Indicate the name of the Bank) hereinafter referred to as the Bank, undertake to pay to the EdCIL (India) Limited an amount not exceeding \_\_\_\_\_ ( \_\_\_\_\_ only) on demand by the EdCIL (India) Limited.
2. We \_\_\_\_\_ (Indicate the name of the bank, further agree that ( and promise) to pay the amounts due and payable under this guarantee without any demur merely on a demand from the EdCIL (India) Limited through the CGM, EdCIL (India) Limited or \_\_\_\_\_ (Designation & Address of contract signing authority), stating that the amount claimed is due by way of loss or damage caused to or would be caused or suffered by the EdCIL (India) Limited by reason of any breach by the said Agency of any of the terms of conditions contained in the said agreement or by reason of the Agency failure to perform the said agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding \_\_\_\_\_ ( \_\_\_\_\_ Only).
3. We \_\_\_\_\_ (indicate the name of Bank) further undertake to pay to the EdCIL (India) Limited any money so demanded notwithstanding any dispute or dispute raised by the Agency in any suit or proceedings pending before any court or Tribunal relating to liability under this present being absolute and unequivocal.
4. The payment so made by us under this Performance Guarantee shall be a valid discharge of our liability for payment there under and the Agency shall have no claim against us for making such payment.
5. We \_\_\_\_\_ (Indicate the name of bank) to further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the EdCIL (India) Limited under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged by \_\_\_\_\_

(Designation & Address of contract signing authority) on behalf of the EdCIL (India) Limited certify that the terms and conditions of the said agreement have been fully and properly carried out by the said Agency and accordingly discharges this guarantee.

6.

- a. Notwithstanding anything to the contrary contained herein the liability of the bank under this guarantee will remain in force and effect until such time as this guarantee is discharged in writing by the EdCIL (India) Limited or until (date of validity/ extended validity) whichever is earlier and no claim shall be valid under this guarantee unless notice in writing thereof is given by the EdCIL (India) Limited within validity/ extended period of validity of guarantee from the date aforesaid.
- b. Provided always that we \_\_\_\_\_ (indicate the name of the Bank) unconditionally undertakes to renew this guarantee or to extend the period of guarantee from year to year before the expiry of the period or the extended period of the guarantee, as the case shall be on being called upon to do so by the EdCIL (India) Limited If the guarantee is not renewed or the period extended on demand, we \_\_\_\_\_ (indicate the name of the Bank) shall pay the EdCIL (India) Limited the full amount of guarantee on demand and without demur.

7. We \_\_\_\_\_ ( indicate the name of Bank ) further agree with the EdCIL (India) Limited that the EdCIL (India) Limited shall have the fullest liberty without our consent and without effecting in any manner out of obligations hereunder to vary any of the terms and conditions of the said contract from time to time or to postpone for any time or from time to time any to the powers exercisable by the EdCIL against the said Agency and to forbear or enforce any of the terms and conditions of the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Agency for any bearing act or omission on the part of the EdCIL (India) Limited or any indulgence by the EdCIL (India) Limited to the said Agency for by any such matter or thing whatsoever under the law relating to sureties for the said reservation would relieve us from the liability.

8. This guarantee will not be discharged by any change in the constitution of the Bank or the Agency.

9. We, \_\_\_\_\_ (indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the EdCIL (India) Limited in writing.

10. This guarantee shall be valid up to (Date of Completion plus Handholding Period). Unless extended on demand by EdCIL (India) Limited Notwithstanding anything to the contrary contained hereinbefore, our liability under this guarantee is restricted to Rs.....(Rs.....only) unless a demand under this guarantee is made on us in writing on or before..... we shall be discharged from our liabilities under this guarantee thereafter.

Dated: The Day of For

(indicate the name of bank)

Signature of Banks Authorized official

1. Witness (Name) \_\_\_\_\_ Designation with Code No. -----  
Full Address-----
2. Witness (Name) \_\_\_\_\_ Designation with Code No. -----  
Full Address-----

### **List of Authorized Banks for BG**

Any Guarantee issued by PSU Bank or Private Bank operating in India must be operational and invocable in Delhi only. For Guarantee to be operational in Delhi, the issuing bank must designate a specified bank branch in Delhi.

Following Banks are permissible for accepting Bank Guarantees:

#### **I. SCHEDULED PUBLIC SECTOR BANKS**

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

#### **II. SCHEDULED PRIVATE SECTOR BANKS**

<b>S.No.</b>	<b>Name of the Bank</b>
1	HDFC Bank Ltd.
2	ICICI Bank Ltd.
3	Axis Bank Ltd.
4	Kotak Mahindra Bank Ltd.
5	IndusInd Bank Ltd.

**ANNEXURE – XVIII**

**CONTRACT**

**(Contract for execution on Stamp Paper of Rs.100/-)**

This contract is made at Delhi on this \_\_\_\_\_ day of (Month) of two Thousand \_\_\_\_\_ between EdCIL India Ltd. and [name of Selected bidder] (hereinafter called Consultant/ Agency) on the other part.

Whereas the EdCIL has decided to assign the task of \_\_\_\_\_

The Consultant / Agency undertakes to abide by the Terms & Conditions as laid down in the Tender document and complete the study within time-schedule prescribed in the Tender issued by the EdCIL India Ltd. Vide NIT No.\_\_\_\_\_

IN WITNESS WHEREOF (Name and Designation of the Authorized representative of the Consultant/ Agency) for (Name of Consulting Firm) and Chief General Manager on behalf of EdCIL India Ltd.

Enterprises hereunto have set their respective hand on the day of (month) of 20\_\_\_\_ herein above written.

Signature .....on behalf of Consulting Firm/ Agency

Signature .....on behalf of EdCIL India Ltd.

In the presence of Witness.

1. Name & Address

2. Name & Address

## **APPENDIX**

## **Appendix – 1**

### **A. FIRM'S INSTITUTIONAL CAPACITY (MARKS : 25)**

#### **Criterion # 1 : Years of Existence (Max Marks: 3)**

S.No.	No. of Completed Years	Marks
1	>=7 & <10 Years	1
2	>= 10 Years & < 15 Years	2
3	>= 15 Years	3

#### **Criterion # 2 : Financial Strength (Max Marks: 2)**

S.No.	Average Turnover for the last 3 FYs (In Rs. Crore)	Marks
1	>= 5 & < 10	1
2	>= 10	2

#### **Criterion # 3 : Relevant Past Experience [Based on Years of Exp.] (Max Marks: 4)**

S.No.	No. of Years	Marks
1	>=5 & <10 Years	1
2	>= 10 Years & < 15 Years	3
3	>= 15 Years	4

Details of the Projects/ Document to be provided as per **Annexure – X**

#### **Criterion # 4 : Relevant Past Experience [Based on Number and Value of Projects] (Max Marks:16)**

Maximum of 4 projects will be evaluated with marks per project as follows:

For a project of Rs. 50-75 lakh (excluding taxes) : 1 mark

For a project of > Rs. 75 lakh (excluding taxes) : 2 marks

If the number of States/UTs covered >= 25 : 2 extra points per project.

#### **Indicative Marks Scoring Matrix**

Project Details/ Marks			
S. No.	Value (Rs. Lakh)	States/UT Covered	
	50-75	> 75	>=25
1	1	2	2
2	1	2	2
3	1	2	2
4	1	2	2
<b>Max Marks (16)</b>		<b>8</b>	<b>8</b>

**Note:** Only those projects will be considered where:

- The agency was the prime contract holder or the lead agency and not a sub-contractor or secondary consortium member.

- The agency must have conducted at-least two Pan-India (minimum 12 states/UTs spread across 3 or more regions) in-person school field surveys using CAPI technology.
- School based data collection should have included conducting interviews with teachers, school staff, member of School Management Committee, Parents Teachers Associations and students etc., as well as physical verification/observation of the infrastructure and facilities in the schools.

Details of the Projects/ Document to be provided as per **Annexure – X**

## **B. ROBUSTNESS OF PROPOSED APPROACH, METHODOLOGY AND TOOLS (MARKS: 30)**

### **Criterion # 5 : Understanding of the Project and Proposed Approach & Methodology (Max Marks: 10)**

This parameter will assess the bidder's understanding of the SHVR's objectives, the five-star rating system spanning critical domains, and the national-level physical cross-verification of schools across 28 States & 8 UTs for SHVR 2025-26, using a scoring matrix to recommend top-performing schools to the MoE's National Committee. The parameter will evaluate the bidder's structured methodology, aligned with benchmarking and digital inclusion frameworks, including pilot testing with validated tools, stakeholder engagement (NCERT/MoE, schools, beneficiaries), and a mixed-method approach combining quantitative and qualitative techniques for holistic assessment, to ensure robust data validation, transparency, and actionable insights for national recognition recommendations.

### **Criterion # 6 : Use of IT Tools & Techniques for data collection & analysis (Max Marks: 5)**

This parameter will evaluate how the bidder will leverage IT tools such as mobile-based data collection platforms with geo-tagging and real-time synchronization, ensuring accuracy and timeliness of data. How the bidder will enhance transparency, minimize manual errors, and strengthen data reliability through digital audit trails, GPS mapping, and instant validation, ensuring robust cross-verification of field observations against primary datasets for actionable, evidence-based insights.

### **Criterion # 7 : Quality Assurance and Risk Mitigation measures (Max Marks: 5)**

The risk assessment and mitigation plan should address operational, logistical, and compliance challenges. The methodology should propose quality checks in accordance with field review requirements along with monitoring and tracking the training and orientation of the field staff. Quality assurance measures to be adopted for retention of key personnel and maintaining gender balance in field staff. Key risks include data collection delays due to school inaccessibility or local disruptions, technological failures during field validation, and quality control issues across multiple survey teams. The bidder should suggest mitigation strategies such as back-up survey teams, offline data collection capabilities, process in place for daily/periodic/random spot checks, maintaining a reserve pool of qualified surveyors etc.

### **Criterion # 8 : Work Plan & Presentation (Max Marks: 10)**

The bidder's work plan and presentation will be assessed on their ability to articulate a clear, coherent proposal demonstrating a thorough understanding of the project's objectives, methodology, and evaluation process, timelines, deliverables including quality control mechanisms and strategies to address potential risks/limitations. The bidder shall propose the structure and composition of the team which will be deployed for this assignment. The team composition should at minimum include four key personnel – Team leader, Senior WASH survey expert, and two other relevant positions. However, additional personnel/positions can be proposed in this section along with their description of their responsibilities and qualifications.

The presentation must outline a logically structured workflow, supported by a weekly Gantt Chart detailing timelines, a qualified team profile with relevant experience, and a defined survey team structure specifying roles and responsibilities. Emphasis will be placed on effective communication of the approach, analytical rigor, and actionable recommendations during the presentation, ensuring alignment with the project's requirements and stakeholder expectations. The Format of the Work Plan and Time Schedule as given in **Annexure-XI** shall form part of the Technical Bid and presentation.

## **C. EXPERTISE OF CORE TEAM (MARKS: 25)**

### **Criterion # 9 : Qualification and Experience of Key Personnel**

#### **I. Team Leader (Max Marks: 10)**

##### **A. Qualification**

S.No.	Qualification	Marks
1	Minimum Qualification: Master's degree or equivalent in demography, statistics, economics, management, public health, social work, education etc.	2
2	Desirable Qualification: Ph.D in relevant discipline	4

##### **B. Length of Relevant Experience\***

S.No.	Experience in Years (Minimum: 7 years)	Marks
1	>= 7 & < 10 Years	2
2	>=10 & <= 15 Years	4
3	More than 15 Years	6

\* Relevant experience in school-based Monitoring and Evaluation/ Physical Surveys, & research etc.

#### **II. Senior WASH Expert (Max Marks: 7)**

##### **A. Qualification**

S.No.	Qualification	Marks
1	Minimum Qualification: Master's degree or equivalent in WASH including engineering, public health, policy, demography, statistics, economics, social work etc.	1
2	Desirable Qualification: M.Phil./Ph.D in relevant disciplines/ PMP or Prince 2 Certification of Project Management.	2

##### **B. Length of Relevant Experience\***

S.No.	Experience in Years (Minimum: 5 Years)	Marks
1	>= 5 and < 7 years	1
2	>=7 and <= 10 Years	3
3	More than 10 Years	5

\* Relevant experience in design, implementation, management and/or analysis of national or large scale WASH surveys using CAPI

**III. Research Manager / Field Manager/ Analyst [Max Marks: 8 (4 per person)]****A. Qualification**

S.No.	Qualification	Marks
1	Bachelors' degree or equivalent	1
2	Master's degree or equivalent	2

**B. Experience**

S.No.	Experience in Years (Minimum: 4 Years)	Marks
1	$\geq 4 \text{ & } \leq 6$	1
2	More than 6 Years	2

Note:

Self-certified CV of Team leader, WASH expert and two more positions are required describing the projects undertaken to demonstrate eligibility. However, the bidders can propose additional personnel/positions with appropriate justification of their role and qualifications as a part of the Work Plan in technical proposal.

While these additional CVs will not be evaluated for scoring of personnel, the scoring/evaluation of the proposed work plan will consider appropriateness and adequacy of proposed team composition.



**EdCIL (INDIA) LIMITED**  
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