

# Request for proposal for Selection of an Agency for Implementation of Learning Enhancement Program in various States in India

NIT No. EdCIL/EIS&EPS/2025-26/02 Dated: 12.05.25



**EdCIL (India) Limited**  
**Corporate Office:**  
**A Govt. of India, Mini Ratna Category-I CPSE**  
**EdCIL House, Plot No. 18A, Sector 16A,**  
**Noida-201301 (U.P.) India**

**Registered Office:**  
**Amba Deep Building,**  
**7th Floor, 14 K.G Marg,**  
**New Delhi-110001**

This document is serially numbered from page number 01 to 48.

## **DISCLAIMER**

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

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

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

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

EdCIL also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP. EdCIL may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP. The issue of this RFP does not imply that EdCIL is bound to select a Bidder or to appoint the Selected Bidder, as the case may be, for the Project and EdCIL reserves the right to reject all or any of the Bidders or BIDs without assigning any reason whatsoever.

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

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**SECTION-1**  
**EdCIL (INDIA) LTD**  
(A GOVT. OF INDIA MINI RATNA ENTERPRISE)  
SECTOR 16A, NOIDA

**NOTICE INVITING TENDER**  
(e-Tendering mode)

**NIT No.: EdCIL/EIS&EPS/2025-26/02**

**Dated: 12.05.2025**

1. EdCIL (India) Limited intends to invite bids for “**Open Two packet e-tender- Request for proposal for Selection of an Agency for Learning Enhancement Program in various States in India**”.
2. The purpose of this RFP Document is to provide interested parties with the relevant information/ invite regarding the RFP which may be useful in submitting their proposal. The applicants are advised to study this RFP Document carefully before submitting their Financial Quote.
3. The intended experienced agencies/firms are invited to submit online bids. The prospective bidders are required to submit their bids with most competitive techno-commercial offer. The RFP document is available on EdCIL website ([www.edcil.co.in](http://www.edcil.co.in)) and E-Tender Wizard (<http://www.tenderwizard.com>).
4. The broad details are highlighted below:

Name of work	Request for proposal for Selection of an Agency for Learning Enhancement Program in various States in India
Earnest Money Deposit	<b>Rs. 5,00,000/- (Rs. Five Lakh Only)</b> in form of Demand Draft in favour of 'EdCIL (India) Limited', payable at Noida; OR Bank Guarantee (BG) as per format of BG given at Form-13 from the listed Scheduled Commercial Banks (Form-15). BG Should remain valid for a period of 180 days from the last date of submission of the bid. OR Direct Bank Transfer as per Cl. 5.3 <b><i>Bidders registered with MSME are exempted from submission of EMD.</i></b>
Performance Bank Guarantee (PBG)	The successful bidder shall provide a Performance Bank Guarantee of <b>3% of the value of each Contract/s to the EdCIL before signing of each Agreement/s with EdCIL.</b> The PBG shall be returned after 90 days of successful completion of project/s.
Tender Type	Open, e-Tender, two packet on Quality cum Cost Based System (QCBS) (70:30)
Tender Category (Services/works)	Services

Date of Issue/Publishing	12/05/2025
Document Download/ Sale Start Date	12/05/2025
Pre-Bid Meeting (Offline) at the given address	16/05/2025 Address: Convention Hall, Ground Floor, EdCIL (India) Limited, Plot No.18 A, Sector-16A, Noida-U.P.-201 301, Ph. No.: 0120-4310840
Document Download/ Sale End Date	21/05/2025 at 11:00 AM
Last Date and Time for receipts of Bids	21/05/2025 at 14:00 PM
Presentation by the Bidders to the Evaluation Committee	Shall be intimated separately to the eligible agencies
Date and Time of Opening of Technical Bids	21/05/2025 at 15:00 PM
No. of Covers	02(Two packet)
Bid Validity days	180 days, from last date of submission of bid
Duration of Work	One year (extendable to 1 more year based on requirements as well as Performance of the successful bidder)
Address for Communication	Chief General Manager (EIS & EPS) EdCIL (India) Limited, 18 A, Sector-16A, Noida-U.P.-201 301, Ph. No.: 0120-4310840
Contact No.	0120-2512001 to 2512006, 0120-4156001,002,4154003
Email Address	<a href="mailto:cgm.infracivil@edcil.co.in">cgm.infracivil@edcil.co.in</a> , <a href="mailto:eprocure@edcil.co.in">eprocure@edcil.co.in</a>

5. RFP document shall be downloaded from electronic tender portal link available at EdCIL Tender web page and details mentioned elsewhere in the tender document. Aspiring bidders who have not get registered in e-procurement should get themselves register before participating in e-tendering process. Interested bidders are advised to go through instructions provided at "Instructions to Bidders for e-tendering."
6. No manual bids shall be accepted. Bids shall only be submitted in the E-Tendering mode.
7. No Consortium/Joint Venture is allowed.
8. Bidders are supposed to be well versed with the NEP-2020 and its implementation in States across the Nation for their understanding the scope and submission of bid offer.
9. EdCIL reserves the right to reject any or all offers without assigning any reason.
10. Bidders are advised to visit the EdCIL Web site for getting themselves updated for information on this tender. Corrigendum and addendum may be issued on the changes required. The Corrigendum/addendum are the part of tender documents and Bidders are supposed to upload the same, duly signed as per the guidelines given in the tender document. Bidders are advised to visit EdCIL e-tender web page regularly to update themselves for any notifications for this tender.

Chief General Manager/ (EIS & EPS)  
 EdCIL (India) Limited,  
 18 A, Sector-16A, Noida-201 301

## SECTION- 2

### OFFLINE AND ONLINE BID SUBMISSION DOCUMENTS

#### 2.1 Offline Submissions

The Bidder is required to submit the hardcopy of the below mentioned documents in a Sealed Envelope and the proposed services in the bid to the under mentioned address before the start of Public Online Tender Opening Event.

To,  
The CGM (EIS&EPS)  
EdCIL (India) Limited  
EdCIL House, Plot No. 18A, Sector 16A,  
Noida-201301 (U.P.) India

The envelope shall bear the project name, the tender number and the words 'DO NOT OPEN BEFORE' (due date & time).

- **Original copy of the EMD** in the format as applicable/ in the form of Demand Draft/BG or Scanned copy of NEFT or RTGS payment receipt (UTR number).
- **Original copy of Bidder's Power of Attorney.**

**Note:** The Bidder should also upload the scanned copies of all the above-mentioned original documents during Online Bid-Submission. Documents submitted in online mode should be uploaded using DSC of person authorized as per Authorization letter /Board Resolution for signing bid documents.

#### 2.2 Online Submissions

The Online bids (complete in all respect) must be uploaded online in **Two Envelopes** as explained below:

##### **Envelope-1: Technical Bid**

**All the Forms**

##### **Envelope-2: Financial bid (in excel sheet)**

##### **Note:**

No information related to financial proposal should be provided in the technical proposal. If any information related to financial proposal is included in the technical proposal the applicant shall be disqualified, and his proposal will not be considered.

## SECTION-3 TERM OF REFERENCE & DEFINITIONS

Bidder	“Bidder” shall mean the successful agency/ bidder, firm or corporation to whom the Purchase Order is issued.
Authorized Signatory	The bidder’s representative (explicitly, implicitly, or through conduct) with the powers to commit the authorizing organization to a binding agreement. Also called signing officer/ authority having the Power of Attorney from the Competent authority of the respective Bidding firm.
Bid/Tender	"Bid" means the response to this document presented in Two packet, Technical Cum Commercial Bid, which are supplied with necessary documents and forms as given in Annexure, complete in all respect adhering to the instructions and spirit of this document.
Bidder/Tenderer	“Bidder” means any manufacturer/ individual/ proprietor/ partnership firm/ agency/ company/ responding to Request for Proposal and who makes a Bid.
Contract	“The Contract” means the agreement entered into between EdCIL and the selected bidder(s) in terms of clauses mentioned
Day	“Day” means a normal working day with or without extra hours to work on the designated site of the project/ work.
EMD	Earnest Money Deposit
D.D	Demand Draft
EdCIL	EdCIL (India) Limited, Noida (A Govt. of India Enterprise)
TC	Tender Committee
BG	Bank Guarantee
Security Deposit (SD)	Amount of the Order Value deposited by the Bidder and retained till the successful completion of the project (as long as the bidder fulfils the contractual agreement).
Services	“Services” means the services to be delivered by the successful bidder and as required to run the project successfully as per the Contract.
TENDER	“ <b>TENDER</b> ” means the Request for Proposals
Order	“Order” shall mean the Purchase/ Work Order and its attachments and exhibits.
Consignee	“Consignee” shall mean Authorized Representative of EdCIL (India) Limited / Authorized representative of Client.
GST	Services and Services Tax
EPF	Employee Provident Fund
ESI	Employees State Insurance.
MSME	Micro, Small and Medium Enterprises.
NSIC	National Small Industry Corporation.
GOI	Government of India.
LEP	Learning Enhancement Program
SSA	Samagra Shiksha Abhiyan

## SECTION-4

### INSTRUCTIONS FOR E-TENDERING

#### 4.1 Instructions for Online Bid Submission:

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

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

- a. Participant shall safely keep their User ID and password, which will be issued by the service provider i.e. KEONICS Ltd. upon registration, and which is necessary for e- tendering.

- b. Bidders are advised to change the password immediately on receipt of activation mail.
  - c. Bidders shall not disclose their User ID as well as password and other material information relating to the e-tendering to any one and safeguard its secrecy.
8. Submit your tender well in advance by relevant documents along with copy of EMD of tender submission deadline on Tender Wizard E-Tendering Portal <http://www.tenderwizard.com/EDCIL>, as there could be last minute problems due to internet timeout, breakdown, etc.
  9. Tenders should be submitted only through Tender Wizard E-Tendering Portal and obtain the Tender Acknowledgement copy as a proof of successful submission.
  10. Vendors are requested to contact at Tender wizard Helpdesk for any information regarding E-tendering / training.

<b>EdCIL / Tender Wizard E-Tendering Portal Helpdesk</b>
Customer Support: <a href="tel:080-49352000">080-49352000</a> (Multiple Telephone lines) Emergency Mobile Numbers: <a href="tel:9686115318">9686115318</a> / <a href="tel:8800496478">8800496478</a> / <a href="tel:8800445981">8800445981</a> (Please contact in case of emergency during non-working hours.)
<b>To Tender Wizard</b> <a href="mailto:harishkumar.kb@etenderwizard.com">harishkumar.kb@etenderwizard.com</a> <a href="mailto:ambasa@etenderwizard.com">ambasa@etenderwizard.com</a> <a href="mailto:arijeet@etenderwizard.com">arijeet@etenderwizard.com</a> <a href="mailto:twhelpdesk963@gmail.com">twhelpdesk963@gmail.com</a> <a href="mailto:sandeep.g@etenderwizard.com">sandeep.g@etenderwizard.com</a> & cc to: <a href="mailto:eprocure@edcil.co.in">eprocure@edcil.co.in</a> & <a href="mailto:cgm.infracivil@edcil.co.in">cgm.infracivil@edcil.co.in</a>

#### 4.2 Preparation Of Bids

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

#### 4.3 Submission Of Bids

- a. Bidder should log into the site well in advance for bid submission and complete all formalities of registration (at least two days in advance of the closing date) so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be sole responsible for any delay in uploading of bid within the stipulated time.
- b. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

- c. Bidder has to pay EMD as applicable through demand draft/BG as per tender condition in favour of “EdCIL (India) Ltd” payable at Noida and enter details of the instruments. Original copies of demand draft/BG for EMD are required to be submitted.
- d. A standard Financial Bid form has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the financial bid format is found to be modified by the bidder, the bid will be rejected.
- e. The server time will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- f. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

#### 4.4 Assistance To Bidders

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

EdCIL / Tender Wizard E-Tendering Portal Helpdesk
Customer Support: <a href="tel:080-49352000">080-49352000</a> (Multiple Telephone lines) Emergency Mobile Numbers: <a href="tel:9686115318">9686115318</a> / <a href="tel:8800496478">8800496478</a> / <a href="tel:8800445981">8800445981</a> (Please contact in case of emergency during non-working hours.)
<b>To Tender Wizard</b> <a href="mailto:harishkumar.kb@etenderwizard.com">harishkumar.kb@etenderwizard.com</a> <a href="mailto:ambasa@etenderwizard.com">ambasa@etenderwizard.com</a> <a href="mailto:arijeet@etenderwizard.com">arijeet@etenderwizard.com</a> <a href="mailto:twhelpdesk963@gmail.com">twhelpdesk963@gmail.com</a> <a href="mailto:sandeep.q@etenderwizard.com">sandeep.q@etenderwizard.com</a> & cc to: <a href="mailto:eprocare@edcil.co.in">eprocare@edcil.co.in</a> & <a href="mailto:cgm.infracivil@edcil.co.in">cgm.infracivil@edcil.co.in</a>

#### 4.5 Minimum Requirements at Bidder's End

- a. Computer System having configuration with minimum Windows7 or above, and Broadband connectivity
- b. Digital Certificate(s)

## SECTION-5

### INSTRUCTIONS TO BIDDERS

#### 5.1 Due date

The bid has to be submitted ONLINE before the due date & time as mentioned in the NIT or any later notification.

#### 5.2 Preparation of Bids

The offer/ bid shall be submitted in Two packet system (i.e.) Technical and Financial bid. All the bid documents must be signed (by the authorised signatory and possessing the power of attorney in his/her favour) and stamped. The technical bid shall consist of all technical details along with commercial terms and conditions. Financial bid shall indicate item wise rate for the items mentioned in the technical bid in the given PDF format. **No information related to financial proposal should be provided in the technical proposal. If any information related to financial proposal is included in the technical proposal the applicant shall be disqualified, and his proposal will not be considered.**

#### 5.3 Earnest Money Deposit (EMD)

The bidder must submit the EMD of **Rs. 5,00,000/- (Rupees Five Lakhs only)** in form of **Demand Draft/ Direct Bank Transfer/ Bank Guarantee** as mentioned below:

- **In case of Demand Draft**, The Bidder should submit EMD through Demand Draft drawn in favour of "EdCIL (India) Limited" payable at Noida from any Scheduled Commercial Bank as per Form-15.
- In case of EMD through Direct Bank Transfer, NEFT/RTGS to the bank details for the transfer of funds is as below:  
**Bank Name** - BANK-SBI-DELHI 36830596465  
**A/c No.**- 36830596465  
**Branch & IFS Code** - New Delhi & SBIN0000691

The scanned copy of NEFT or RTGS payment receipt (UTR number) to be submitted with the technical bid.

- **In case of BG**, EMD to be submitted as per format of BG given at Form-13 from Scheduled Commercial Banks (Form-15). BG Should remain valid for a period of 180 days from the last date of submission of the bid.

**Note:**

- The Bid submitted without EMD would be considered as UNRESPONSIVE and shall not be considered for evaluation.
- Bidders registered with MSME and having valid registration certificate issued by NSIC/MSME are exempted for submission of EMD in this RFP. However, the bidder is required to submit the valid registration certificate (UDYAM) along with the online bid submission.

- **The EMD/Bid Security may be forfeited if:**
  - i. If the Bidder withdraws his bid during the period of bid validity specified by the Bidder on the Bid form or
  - ii. Fails or refuses to execute the Contract; or
  - iii. The successful bidder fails to submit performance bank guarantee (PBG) within the prescribed time, the EMD shall be adjusted against the interest amount on delay of submission of PBG.
  
- **Refund of EMD:**
  - i. The EMD will be returned to unsuccessful bidder only after the bidding process is finalized.
  - ii. In case of successful bidder, the EMD shall be refunded after submission of **Performance Bank Guarantee (PBG)** from Scheduled Commercial Banks (Form-15).

#### 5.4 Power of Attorney

The bidder is required to submit the Power of Attorney in the prescribed format at Form-12 in favour of the person authorized to sign the bid.

#### 5.5 Acceptance/ Rejection of bids

EdCIL reserves the right to reject any or all offers without assigning any reason. 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/s. Final decision of EdCIL shall be binding on the bidder.

#### 5.6 Eligibility Criteria:

S. No	Basic Requirement	Eligibility Criteria	Supporting Document to be submitted along with the technical bid
1	<b>Legal Entity</b>	<p>The bidder must be a Company (Ltd. Or Pvt. Ltd.)/Proprietary /Partnership Firms/LLP registered with Statutory Authorities in India for the last 15 years from the date of NIT and should have operated in India for a minimum of 10 years in Education Consulting Services from the date of NIT.</p> <p>No consortium/ No Joint Venture is allowed.</p>	<p>(a) Certificate of Registration / Incorporation under the respective Acts/ Authorities in India.</p> <p>(b) The respective Memorandum of Association / Partnership Deed.</p> <p>(c) Experience certificate / work orders of Consultancy Services in Education sector.</p>

2	<b>Tax Registration</b>	The bidder should have a registered number of i. GST ii. PAN number	(d) GST Registration Certificate (e) PAN Card.
3	<b>Annual Turnover</b>	The average annual turnover of the bidder firm should be minimum <b>Rs. 7 Crores</b> (Rs. Seven crore only) during the last three financial years (2021-22, 2022-23, 2023-24).	CA Certificate with CA's Registration Number (Valid UDIN) / Seal
4	<b>Net Worth Certificate</b>	The Net worth of the bidder should be Positive during last 5 years;	CA Certificate for last five years 2019-20 to 2023-24 with CA's Registration Number (Valid UDIN)/ Seal
5	<b>Certification</b>	The bidder firm should be (a) An ISO 9001, ISO 20000-1, ISO 27001 and, (b) CMMI Level-3 equivalent or higher certified company.	Valid ISO and CMMI equivalence Certification
6	<b>Government Consulting Services</b>	The bidder firm should have executed <b>at least one no. K-12 level assessment project for at least 1 Lakh Govt. school students in last 3 years</b> for any Central/ State / Autonomous or Semi-Govt Institutions/ Boards.	Work Order/Completion Certificate issued by the Govt. Client / Agreement with client/ Certificate by Statutory Auditor/ Statutory Chartered Accountant
7	<b>Relevant Experience</b>	The bidder firm should have successfully executed at least <b>3 nos. Teacher's Training programs with average 1000 nos. teachers per program</b> for K-12 level Teachers in last 5 years.	Work Order/Completion Certificate issued by the client / Agreement with client/ Certificate by Statutory Auditor/ Statutory Chartered Accountant
8	<b>Relevant Experience</b>	The bidder firm should have successfully executed at least <b>3 nos. Student Excursion/visit program</b> for K-12 level students in last 5 years. Excursion Program Should be done with research institutes, prominent industry, production CPSEs, reputed corporates.	Work Order/Completion Certificate issued by the client / Agreement with client/ Certificate by Statutory Auditor/ Statutory Chartered Accountant
9	<b>Technical Resource</b>	The Bidder must have a minimum strength of <b>30 Nos. fulltime technical resources</b> on the payroll of the bidder's company in India as on date of bid submission.	Certificate from HR Dept. on company letterhead.

<b>10</b>	<b>Blacklisting</b>	<p>The bidder firm should not have been blacklisted/ debarred by any Central Government/ State Government/ PSU/ Government Bodies/ Autonomous Bodies/ Private Sector in last 5 years from the date of NIT.</p> <p>Further, the bidder should not be blacklisted/debarred on the bid submission date.</p>	<p>Letter of undertaking in the prescribed format as given at Form-4.</p> <p>False certification and / or non- disclosure will lead to forfeiture of the EMD and disqualification from the evaluation process and blacklisting. In case the work is awarded, EdCIL reserves the right to foreclose the contract with the successful bidder and may go for legal action with all liabilities on the part of bidder.</p>
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**Note:** The bidder's firm who are fulfilling the given Eligibility Criteria will only be eligible for further evaluation process mentioned below. Documents must be provided in support of the Eligibility Criteria, otherwise bids will be summarily rejected.

## 5.7 Evaluation Criteria

### 5.7.1 Evaluation of Technical Proposal

- a. Bidders are advised to submit the technical bid online. The Evaluation Committee intends to evaluate the Technical Proposals, by applying the evaluation criteria as detailed below. Each responsive Proposal shall be given a technical score under Quality & Cost Based Selection (QCBS) criteria.
- b. The eligible bidder (as per clause no. 5.6) will be evaluated for technical criteria. The technical evaluation criteria has been given in Table below. Under technical evaluation the bidders are required to make detailed presentation to the Evaluation Committee in a Power Point Format (PPT) (duration of presentation is 1 hour) for evaluation purposes. This presentation shall be made only by the eligible bidders on a scheduled date or time shall be intimated later.
- c. The Technical Proposals of the eligible bidders shall be analysed and evaluated, and the Technical Proposal Marks (TPM) shall be assigned to the proposal of each Bidder. Details of technical evaluation parameters are as shown below:

Sl.	Criteria & Documentary Evidence	Technical Proposal Marks	
		Marks	Max Marks
1	The Bidder must have successfully executed the <u>K-12 Assessment projects (with minimum candidates counts of 25 thousand) in last 10 years before the last date of Bid submission for Govt. entity (Central/State/ PSU/ Autonomous Body /Board):</u>	(i) 1-5 Nos. Projects = 3 Marks, (ii) 6-10 Nos. Projects = 5 Marks (iii) More than 10 Nos. Projects = 10 Marks	10

	Work Order/Completion Certificate issued by the Govt. Client / Agreement with client/ Certificated by Statutory Auditor/ Statutory Chartered Accountant.		
2	<p>The Bidder must have successfully executed <u>the K-12 Assessment projects in last 10 years before the last date of Bid submission for Govt. entity (Central/State/ PSU/ Autonomous Body /Board) for:</u></p> <p>Work Order/Completion Certificate issued by the Govt. Client / Agreement with client/ Certificated by Statutory Auditor/ Statutory Chartered Accountant.</p>	<p>(i) 1-5 Lakh Candidates = 3 Marks,  (ii) More than 5 upto 25 Lakh Candidates = 6 Marks  (iii) More than 25 upto 50 Lakh Candidates = 10 Marks  (iv) More than 50 Lakh to 1 Crore Candidates = 15 Marks  (v) More than 1 Crore candidates = 20 Marks</p>	20
3	<p>The bidder firm should have successfully executed <u>Teachers Training (TT) programs for K-12 level Teachers in last 10 years.</u></p> <p>Work Order/Completion Certificate issued by the Govt. Client / Agreement with client/ Certificated by Statutory Auditor/ Statutory Chartered Accountant.</p>	<p>(i) 3-5 Nos. TT Programs = 3 Marks,  (ii) 6-10 Nos. TT Programs = 5 Marks,  (iii) More than 10 Nos. TT Programs = 10 Marks</p>	10
4	<p>The bidder firm should have successfully executed <u>Student Excursion/visit (SE) program for K-12 students in last 10 years.</u></p> <p>Work Order/Completion Certificate issued by the Govt. Client / Agreement with client/ Certificated by Statutory Auditor/ Statutory Chartered Accountant.</p>	<p>(i) 3-5 Nos. SE Programs = 3 Marks,  (ii) 6-10 Nos. SE Programs = 5 Marks,  (iii) More than 10 Nos. SE Programs = 10 Marks</p>	10
5	<p>The Bidder should have an experience of successfully conducting similar projects for Central/State Govt/ autonomous or semi-govt institution/ Education board covering number of States:</p>	<p>(iv) 1-10 Nos. States = 3 Marks,  (v) 11- 20 Nos. States = 5 Marks  (vi) More than 20 Nos. States = 10 Marks</p>	10
6	<p><b>Team Experience</b></p> <p>(i) Project Lead/Academic Expert  (ii) Project Manager  (iii) Assessment Specialist  (iv) Senior Consultant – (Teacher Training)  (v) Content Expert</p>	<p>2 marks for each CV.   The Bidder's firm is required to submit the CVs for the experts given at clause no. 6.3 in the enclosed CV format at Form-9.</p>	10

<b>7</b>	<b>Approach &amp; Methodology Evaluation (Presentation should cover the following but not limited to:)</b>	-	<b>30</b>
	<ul style="list-style-type: none"> <li>i. Understanding of Education Ecosystem in India</li> <li>ii. Understanding of NEP-2020</li> <li>iii. Understanding of Objectives and examples from similar activities from various States/UTs in India</li> <li>iv. Understanding of the Scope of Work</li> <li>v. Proposed methodology &amp; Plan of Action</li> <li>vi. IT Portal features- Understanding of dashboard and its inclusions;</li> <li>vii. Strategic Thinking</li> <li>viii. Change Management including Roll Out Plan</li> <li>ix. Capacity Building, Workshop &amp; Excursion Plan</li> <li>x. Proposed Resource Deployment Plan</li> <li>xi. Outcome Monitoring Mechanism</li> </ul>		
	<b>TOTAL</b>		<b>100</b>

The Evaluation Committee shall evaluate and rank each Technical Proposal on the basis of the Proposal’s responsiveness to the scope using the evaluation criteria and score system specified above. Each Technical Proposal shall receive a technical score as:

$$\text{Technical Proposal Marks (TPM)} = 100 \times \frac{\text{Technical Proposal under consideration}}{\text{Highest Technical bid}}$$

**The Proposal shall be rejected if it does not achieve the minimum technical marks of 70 (Seventy) out of maximum of 100 (one hundred) marks.**

**5.7.2 Evaluation of Financial Proposals:**

Financial Proposals of the technically qualified Bidders as evaluated according to the above-mentioned evaluation matrix (i.e. the Bidders scoring more than 70 marks) shall be opened by the Techno-Commercial Evaluation Committee in the presence of the representative of the Bidders, who chose to attend the opening of bids. The quoted fee shall be read out and recorded.

$$\text{Financial Proposal Marks (FPM)} = 100 \times \frac{\text{Lowest Financial Bid}}{\text{Financial Bid under consideration}}$$

The lowest evaluated Financial Proposal will receive a maximum of 100 marks.

**5.7.3 Final Evaluation:**

The final evaluation will be made on the basis of the following:

- Weightage for the Technical Proposal: 0.7
- Weightage for the Financial Proposal: 0.3

Combined Technical and Financial score, **(HPM) = TPM x 0.7 + FPM x 0.3**

## 5.8 Award of Work

The Bidder with the highest aggregate score (HPM) on the merit of evaluation shall be onboarded as successful bidder.

Notwithstanding anything stated above, the Consignee/ 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/Client.

## 5.9 Performance Security:

The successful bidder should 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 receipt of Purchase Order for each project.

The Performance Bank Guarantee should be issued by a Scheduled Commercial Banks Form-15 in favour of "**EdCIL (India) Ltd. Noida**". 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.

This guarantee shall be valid for a period of **180 days beyond the project Completion period**.

Notwithstanding anything stated above, the Consignee/ 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/Client.

## 5.10 Force Majeure:

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

- For purposes of this Clause, "Force Majeure" means an event beyond the control of the Bidder and not involving the Bidder's fault or negligence and not foreseeable. Such events shall include, but are not limited to, acts of the Consignee either in its sovereign or contractual capacity, wars or revolutions, fires, freight embargoes, quarantine restrictions, Act of God like floods, epidemics etc.
- If a Force Majeure situation arises, the Bidder should promptly notify the Consignee in writing of such conditions and the cause thereof. Unless otherwise directed by the Consignee in writing, the Bidder shall continue to perform its obligations under the Contract as far as is reasonably practical, and should seek all reasonable alternative means not prevented by the Force Majeure event.

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

**The Project Manager,  
(Name of the Project)**  
EdCIL (India) Limited,  
18 A, Sector-16A,  
Noida-201 301  
Tel: 91-120-2512001 to 2512006

**5.12 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 (“IIAC”) 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.

- The place/seat 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 governing law of the Contract shall be Indian Law.
- Arbitration cost to be borne by the Supplier.

### 5.13 Governing Language

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

### 5.14 Applicable Law

The Contract should be interpreted in accordance with the laws of the Union of India and all disputes should be subject to place of jurisdiction.

### 5.15 Notices

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

### 5.16 Termination for Default

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

- I. If the Bidder fails to deliver any or all of the Services within the period(s) specified in the order, or within any extension thereof granted by the Consignee; or
- II. If the Bidder fails to perform any other obligation(s) under the Contract.
- III. For the purpose of this Clause:
  - “**Corrupt practice**” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
  - “**Fraudulent practice**” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the

Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid rates at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition;”

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

**5.17 Disputes and Jurisdiction:** Any legal disputes arising out of any breach of contract pertaining to this tender should be settled in the court of competent jurisdiction located within New Delhi.

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

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

**5.19 Acknowledgement:** It is hereby acknowledged that bidders have gone through all the conditions mentioned above and bidders agree to abide by them.

## SECTION-6

### SCOPE OF WORK

#### 6.1 Scope of Work

The Request for Proposal (RFP) aims to implement Learning Enhancement Programs (LEPs) in government schools across the states/ UTs or organizations, aligned with the guidelines of the National Education Policy (NEP) 2020.

The Learning Enhancement Program (LEP) is a strategic initiative focused on transforming the educational experience within the government schools under Samagra Shiksha Abhiyan. Its primary objectives include:

- Providing academic support;
- Developing essential study skills;
- Promoting personalized learning;
- Offering enrichment opportunities & Exposure;

LEPs should be designed to support teachers in enhancing student academic performance and improving overall learning capabilities. The Learning Enhancement Program further aims to empower schools by delivering high-quality, personalized assessments and fostering improved learning outcomes.

The selected agency will have to undertake the assignment as and when allotted by EdCIL. The broad scope of work under LEP implementation program would cover the following functions in their respective domains on a requirement basis:

#### **Component- 1: LEP-Based Assessment**

##### **1. Design and Implement Assessments:**

Develop and deploy both standardized and customized assessments to evaluate student learning outcomes and cognitive development, leveraging innovative IT-based solutions.

##### **2. Conduct Academic Competitions:**

Organize subject-specific Olympiads, quizzes, and aptitude tests across various grade levels, with a strong focus on Mathematics, Science, Hindi, English/ languages. These events will emphasize critical skills such as logical reasoning, problem-solving, and creativity.

##### **3. Establish a Recognition Framework:**

Develop a robust, award and recognition system to honor outstanding performance by students and schools. This will include certificates, trophies, and other accolades for individuals and teams excelling in the academic competitions.

##### **4. Host an Annual Awards Ceremony:**

Plan and execute an Annual Award Ceremony to celebrate student achievements. Responsibilities include event coordination, registration, speech planning, and the facilitation of award distribution, with active participation from parents, educators, and key stakeholders.

## **5. Deliver Insightful Reporting:**

Compile comprehensive reports on the results of assessments, Olympiads, quizzes, and related activities. These reports including data will include performance analysis, key insights, and strategic recommendations for enhancing future learning outcomes.

### **Component-2: LEP-Based Activities (Teacher’s Training/Student Workshops/Excursions)**

#### **1. Implement Teacher Training/Capacity Building Programs:**

Design and execute targeted teacher training initiatives to be delivered offline preferably through DIET centres and online at the school/individual level. These programs will focus on enhancing instructional methodologies, pedagogy, and classroom management practices, with a strong emphasis on integrating Learning Enhancement Program (LEP) techniques.

#### **2. Conduct Student Enrichment Workshops:**

Develop and facilitate interactive and experiential student workshops aimed at improving both academic performance and life skills. These sessions will employ engaging, learner-centric approaches tailored to accommodate various learning styles and needs.

#### **3. Organize Educational Excursions for Students:**

Plan and manage educational field trips and excursions that complement classroom learning. This includes coordinating all logistics—such as accommodation, train and taxi bookings, permissions, and safety arrangements—ensuring enriching, safe, and well-organized learning experiences for students.

#### **4. Provide Ongoing Teacher Support:**

Deliver continuous post-training support to educators through access to curated resources, instructional materials, and expert consultations, ensuring the effective implementation of training outcomes within the classroom environment.

### **Component-3: LEP-Based Remedial Learning Material (Workbooks/ Worksheets /Videos/ TLM)**

#### **Develop and Supply LEP-Based Remedial Materials**

Design and deliver Learning Enhancement Program (LEP)-aligned remedial resources, including multicolour printed workbooks, customized to address student learning needs. Each workbook will cover at least four key topics per student to support targeted academic improvement.

#### **Distribute Customized Learning Resources**

Create and circulate subject-specific workbooks and worksheets designed to reinforce core concepts, provide ample practice opportunities, and offer remedial support in areas where students face learning challenges.

#### **Produce Engaging Educational Videos**

Develop high-quality, visually engaging educational videos that explain complex topics in a student-friendly manner, catering to diverse learning levels and promoting better understanding and retention.

### Deployment of Dashboard

Implement a digital platform to track and manage program activities in schools. The system will be enabled timely uploads of activities and updates, ensuring transparency, accessibility, and streamlined reporting throughout the project duration.

Also, for accessibility of Students and Teachers a dedicated web-portal and mobile app to be provided by the successful bidder for accessibility of information for necessary preparation by the students/ teachers, outcome reports and digital learning resources.

The data Security is of utmost importance, therefore the successful bidder will be responsible for the data security.

### 6.2 Other Terms & Conditions

- The agency will establish a grievance redressal mechanism to address concerns from students, teachers, and parents, ensuring effective resolution with EdCIL's oversight.
- Data collection, analysis, and interpretation will be conducted by the agency to generate detailed reports and recommendations, ensuring compliance with policy objectives.
- The agency should have the capability to conduct online/offline assessments and provide a portal for students and schools to access resources, assessments, and results.

### 6.3 Team Structure

#### Key Experts

Position	No. of Positions	Qualification & Experience
<b>Project Lead / Academic Expert</b>	1	<ul style="list-style-type: none"> <li>• Full-time bachelor's or master's degree from a UGC-recognized university.</li> <li>• Desirable: MBA/PGDM in Education/Management.</li> <li>• 15+ years experience with 10+ years in education/skill development.</li> <li>• Expertise in stakeholder coordination, data-driven interventions, NEP 2020.</li> </ul>
<b>Project Manager</b>	1	<ul style="list-style-type: none"> <li>• Full-time bachelor's degree from a recognized university/MBA/PGDM.</li> <li>• 8+ years of professional experience in managing government or education sector projects.</li> <li>• Experience in planning, coordination, and monitoring of implementation activities.</li> <li>• Strong leadership, reporting, and communication skills. Ability to manage project timelines, risks, and stakeholder expectations.</li> </ul>
<b>Senior Consultant – (Teacher Training)</b>	1	<ul style="list-style-type: none"> <li>• Bachelor's degree (UGC recognized); MBA/PGDM preferred.</li> <li>• 8+ years experience, 5+ in managing education projects.</li> <li>• Experience with Training Need Assessment (TNA)/ training planning/ monitoring.</li> </ul>

<b>Subject Matter Experts (Science, Math, Hindi, English)</b>	8 (2 per subject)	<ul style="list-style-type: none"> <li>• Full-time degree in relevant subject.</li> <li>• 3–6 years' experience in subject-specific content.</li> </ul>
<b>Assessment Experts</b>	2	<ul style="list-style-type: none"> <li>• Degree in education/assessment.</li> <li>• 3–6 years experience in educational assessment.</li> <li>• Strong analytical and collaborative skills.</li> </ul>
<b>Content Experts</b>	2	<ul style="list-style-type: none"> <li>• Bachelor's or Master's in Education/related field.</li> <li>• 3+ years in content/module development for upper primary and secondary.</li> </ul>

### Non-Key Experts

Position	No. of Positions	Qualification & Experience
<b>Evaluation &amp; Data Handling Experts</b>	1	<ul style="list-style-type: none"> <li>• 3+ years in data analytics or M&amp;E.</li> <li>• Experience in education evaluation (min. 1 project).</li> <li>• Proficiency in reporting tools and data visualization.</li> </ul>
<b>IT Experts</b>	1	<ul style="list-style-type: none"> <li>• BE/BTech/MCA/M.Sc. (IT).</li> <li>• 6+ years' experience in IT for government/private projects.</li> <li>• Familiarity with SDLC/Agile, e-Governance, PMP/TOGAF certification may be preferred.</li> </ul>
<b>Technical Coordinator</b>	1	<ul style="list-style-type: none"> <li>• BE/BTech/MCA/M.Sc. (IT)/PGDCA/MBA.</li> <li>• 6+ years in education project management/RFP/DPR writing.</li> </ul>

**Note:** The highest qualification and experience certificates against the Key Experts to be submitted with technical bid.

## 6.4 Project Deliverables, Timelines and Payment Terms

Time shall be the essence of the LEP initiative. The selected agency is expected to adhere strictly to the prescribed timelines for each deliverable. Project performance will be reviewed based on timely submissions and the quality of outputs.

Phase	Project Component	Deliverables	Timelines	Payment terms
Phase 1	Project Inception & Roll Out	Successful submission of the project inception report	T0 + 2 weeks	20%
		Successful submission of student registration details for Assessment and details of Remedial Learning material; Note: The successful bidder shall submit the data duly verified/certified by the education department/ schools.	T0 + 3 weeks	20%
		Successful submission of the Teacher Training & Workshop Calendar Note: The successful bidder shall submit the training & workshop calendar duly sync. with the school calendar and accepted by the education department / schools.	T0 + 4 weeks	10%

Phase 2	LEP Assessment	Successful conduction of LEP assessment (online/ offline mode) for all the registered students along with the readiness of Portal.	T0 + 12 weeks	10%
		Successful Submission of Remedial Learning Material (RLM) Distribution or Teacher Training & Workshop Status Report	T0 + 12 weeks	10%
		Successful Submission of LEP Assessment Report	T0 + 18 weeks	5%
		Successful submission of the Excursion Plan	T0 + 19 weeks	5%
Phase 3	Teacher Training & Remedial Material Distribution	Submission of report on successful distribution of LEP/RLM to the schools. A delivery receipt by the schools to be submitted to EdCIL.	T0 + 22 weeks	5%
		Submission of the report(s) after successful conduction of teacher trainings and workshops. A proof of participation of the teachers to be submitted by the successful bidder duly verified by the Education department/ schools.	T0 + 24 weeks	5%
Phase 4	Project Completion	Successful submission of the report(s) after Excursion of the selected students based on assessment and after Endline Assessment Quiz.	T0 + 28 weeks	5%
		Awards & Certificates distribution ceremony;	T0 + 30 weeks	5%

**Note:**

- i. T0- Date of Award of work;
- ii. The reports must contain the actual photographs along with the Geo-location of the assessment centers.
- iii. **Applicable GST:** Goods and Services Tax (GST) will be levied as per prevailing rates and applicable GST heads corresponding to each deliverable and timeline component.
- iv. **Payment Terms:** All payments will be made on a **back-to-back basis**, strictly aligned with the delivery timelines and not based on broader project phases or components.
- v. **MSME Exemptions:** All applicable exemptions under the **MSME (Micro, Small and Medium Enterprises)** category, including those related to **EMD**, shall be honoured.
- vi. **Price Validity & Revisions:** The quoted rates shall remain **valid for a minimum period of two (2) years** from the date of agreement. However, **either party may request a rate review or negotiation** after the successful completion of one (1) year.

## SECTION-7

### FORMS AND TEMPLATE FOR BID RESPONSE

#### (A) TECHNICAL PROPOSAL FORMS

FORM-1:	LETTER OF BID SUBMISSION
FORM-2:	DECLARATION SHEET
FORM-3:	LETTER OF UNDERTAKING
FORM-4:	UNDERTAKING FOR BLACKLISTING
FORM-5:	BIDDER'S AVERAGE ANNUAL TURN OVER
FORM-6:	BIDDER'S NET WORTH CERTIFICATE
FORM-7:	DETAILS OF RELEVANT PROJECTS COMPLETED BY BIDDER
FORM-8:	LIST OF STATES/UTs
FORM-9:	FORMAT FOR CVs
FORM-10:	APPROACH, WORK PLAN AND METHODOLOGY
FORM 11:	TEAM COMPOSITION
FORM 12:	POWER OF ATTORNEY FOR AUTHORISED SIGNATORY
FORM-13:	BANK GUARANTEE FORMAT
FORM-14:	FORMAT OF CONTRACT AGREEMENT
FORM 15:	LIST OF AUTHORIZED BANKS FOR BG

#### (B) FINANCIAL PROPOSAL FORMS

FORM 16:	COVERING LETTER
FORM 17:	PRICE BID FORMAT (PRICES TO BE FILLED IN EXCEL SHEET)

**FORM-1-: LETTER OF BID SUBMISSION****To,****Chief General Manager,  
EIS & EPS  
EdCIL (India) Limited,  
EdCIL House, 18A, Sector- 16A,  
NOIDA- 201 301 (U.P)****SUBJECT- “Open Two packet e-tender- Request for proposal for Selection of an Agency for Learning Enhancement Program in various States in India”.*****-Submission of Bid -***

Sir,

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

1. I/We hereby certify that all the statements made and information supplied in the enclosed form \_\_\_\_\_ and accompanying statements are true and correct.
2. I/We have furnished all information and details necessary for eligibility and have no further pertinent information to supply.
3. I/We submit the following **certificates** in support of our suitability, technical knowledge and capability for having successfully completed the following works:

<b>S. No.</b>	<b>Name of Work</b>	<b>Certificate From</b>

4. Earnest Money Deposit amounting to Rs. ----- in the form of DD/Pay Order No. ----- dated ----- issued by ----- Bank is submitted.

Enclosures:

Date of Submission :

**FORM-2: DECLARATION SHEET**

**<< Bidder's Organization Letter Head >>**

We, \_\_\_\_\_ hereby certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification. We further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document.

The rates quoted in the financial bids are subsidized due to academic discount given to EdCIL INDIA LTD.

We, further specifically certify that our organization has not been Blacklisted/ De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.	NAME & ADDRESS OF THE Vendor/ Manufacturer/ Agent
1 Phone	
2 Fax	
3 E-mail	
4 Contact Person Name	
5 Mobile Number	
6 TIN Number	
7 PAN Number	
(In case of on-line payment of EMD) 9 UTR No. (For EMD)	
10 MSME Details	
i.Registration No.	
ii.Gender	
ii.SC/ST	
11 Kindly provide bank details of the bidder in the following format:	
a) Name of the Bank	
b) Account Number	
c) Kindly attach scanned copy of one Cheque book page to enable us to return the EMD to unsuccessful	

**(Signature of the Bidder)**

**Name:** \_\_\_\_\_

**Seal of the Company** \_\_\_\_\_

**FORM- 3: LETTER OF UNDERTAKING  
(ON THE LETTER HEAD OF THE BIDDER)**

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

Sir,

**SUBJECT- “Open Two packet e-tender- Request for proposal for Selection of an Agency for Learning Enhancement Program in various States in India”.**

This bears reference to EdCIL NIT No. **EdCIL/EIS&EPS/2025-26/ Dt.12.05.25** We, hereby, accept all the terms and conditions for submitting bid as mentioned in this Bid Document.

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

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

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

Thanking you,

Yours faithfully,

Name of the Bidder\_\_\_\_\_

Authorized Signatory\_\_\_\_\_

Seal of the Organization\_\_\_\_\_

Date:

Place:

**FORM 4: UNDERTAKING FOR BLACKLISTING**

This is to confirm that we M/s \_\_\_\_\_ (give full address) have not been declared **blacklisted/debarred** neither **failed to perform on any Agreement, nor have been expelled from any project /Agreement nor any Agreement terminated** for breach by the us (Agency) in any of the any Central Govt. Department, Ministry, Central PSUs, State PSUs, Autonomous bodies of the Central/ State Govt. etc.

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

Authorized Signatory

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

**FORM 5: BIDDER'S AVERAGE ANNUAL TURN OVER**

Sl. No.	Financial Year	Annual Turn over
1.	2021-22	
2.	2022-23	
3.	2023-24	
	Average of past three F.Y.	

**Note:** Certificate from Statutory Auditor/ Chartered Accountant certifying balance sheet for all three years to be attached.

**Signature of Bidder**

**Name:** \_\_\_\_\_

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

**Organization Name:** \_\_\_\_\_

**Contact No. :** \_\_\_\_\_

**FORM 6: BIDDER'S NET WORTH CERTIFICATE**

Sl. No.	Financial Year	NET WORTH
1	2019-20	
2	2020-21	
3	2021-22	
4	2022-23	
5	2023-24	
	Average of past Five F.Y.	

**Note:** Certificate from Statutory Auditor/ Chartered Accountant certifying positive Net worth.

**Signature of Bidder**

**Name:** \_\_\_\_\_

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

**Organization Name:** \_\_\_\_\_

**Contact No. :** \_\_\_\_\_

### FORM 7: DETAILS OF RELEVANT PROJECTS COMPLETED BY BIDDER

Project	Name of the organization	Year of Completion	Total Value	Name of Client's Contact Person and other details

**Signature of Bidder**

**Name:** \_\_\_\_\_

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

**Organization Name:** \_\_\_\_\_

**Contact No. :** \_\_\_\_\_

**FORM-8: LIST OF STATES/UTs**

**LIST OF STATES/UTs WHERE LEARNING ENHANCEMENT  
OR ASSESSMENT RELATED ACTIVITIES HAVE BEEN COMPLETED**

SI No	Name of the State/UT	Name of the Project Implemented	Year of execution	No. of Candidates

**Signature of Bidder**

**Name:** \_\_\_\_\_

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

**Organization Name:** \_\_\_\_\_

**Contact No. :** \_\_\_\_\_

### FORM-9: FORMAT FOR CVs

1. Field of Expertise				
2. Domain Area				
3. Name				
4. Correspondence address				
5. Contact Number				
6. Email id				
7. Present Position				
8. Name of Firm				
9. Date of Birth				
10. Nationality				
11. Education				
12. Membership in Professional associations				
13. Other Training				
14. Countries of work				
15. Languages known				
16. Years of experience				
17. Work experience	From	To	Company	Position Held
18. Work Undertaken that Best Illustrates Capability to Handle the Tasks  (Details of projects, clients, project description)	Name of Project			
	Name of Company where employed:			
	Services Performed			
	Name of client			
	Period (year)			
	Project Description			
<p>Certification:</p> <p>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 wilful misstatement described herein may lead to my disqualification or dismissal, if engaged. Also, the organization, with whom I am associated, has no objection if I will work for EdCIL (India) Ltd. on individual capacity. I shall be available for the work as and when required.</p> <p>_____</p> <p style="text-align: right;">Date</p>				

## FORM-10: APPROACH, WORK PLAN AND METHODOLOGY

### **Description of Approach, Methodology and Work Plan for Performing the Assignment**

Technical approach, methodology and work plan are key components of the Technical Proposal. The bidder will present its Technical Proposal (items a, b and c below) in no more than 30 single-sided or 15 double-sided printed sheets (A-4 size, minimum 11 font size).

- a) Technical Approach and Methodology,
- b) Work Plan, and
- c) Organization and Staffing,

**FORM 11: TEAM COMPOSITION**

Summary of the Experts whose CVs are given by the bidder

<b>SI.</b>	<b>Roll</b>	<b>Name</b>	<b>Educational Qualification</b>	<b>Length of Professional Experience</b>	<b>Present Employment (Name of the Employer &amp; Employed Since)</b>	<b>Number of Eligible Assignments</b>

**FORM 12: POWER OF ATTORNEY FOR AUTHORISED SIGNATORY**

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

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

[IN WITNESS WHEREOF WE.....THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ..... DAY OF ..... 202\_.

For ..... (Name and registered address of client)

(Signature, name, designation, and address)

Witness:

1. (Signature, name and address)

2. (Signature, name and address)

Notarized

Accepted

.....

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

Notes:

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

**FORM-13: BANK GUARANTEE FORMAT**

Name of the Bank: \_\_\_\_\_

To

EdCIL (India) Limited, Noida

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 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. (A) 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 suite or proceeding pending before any court or Tribunal relating to liability under this present being absolute and unequivocal.

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

4. We \_\_\_\_\_ (Indicate the name of bank) to further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the period 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.

5 (a) Notwithstanding anything to the contrary contained herein the liability of the bank under this guarantee will remain in force and effect until such time as this guarantee is discharged in writing by the EdCIL (India) 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 form year to year before the expiry of the period or the extended period of the guarantee, as the case shall be on being called upon to do so by the EdCIL (India) 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.

6. 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 bearance 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 relive us from the liability.

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

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

9. 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

Witness                           (Name)\_\_\_\_\_

Designation with Code No. -----

1                                   Full Address-----

2.

**FORM-14: FORMAT OF CONTRACT AGREEMENT**

**THIS AGREEMENT** made the ..... day of ..... 2022 between ..... (Name of Procurement Consultant (hereinafter "the Procurement Consultant") on behalf of **EDCIL's Client** of the one part and ..... (Name & address of Supplier) ..... (Hereinafter called "the Supplier") of the other part:

**WHEREAS** the Purchase is desirous that certain Goods and ancillary services viz. .... (Brief Description of Goods and Services) and has accepted a bid by the Supplier for the supply of those goods and services in the sum of ..... (Contract Prize in words and Figures) (Hereinafter called "the Contract Rate")

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and constructed as part of this Agreement, viz.,
  - [a] The Rate Schedule submitted by the Bidder;
  - [b] The Schedule of Requirements;
  - [c] The Terms & Conditions
  - [d] The Consignee's Notification of Award/ Purchase Order
3. In consideration of the payments to be made by the Consignee to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Consignee to provide the goods and services and to remedy defects herein in conformity in all respects with the provisions of the Contract.
4. The Consignee hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contact rates or such other sum as shall become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

Brief particulars of the goods and services, which shall be supplied/ provided by the Supplier, are as under:

S. No.	Brief Description of Goods & Services	Quantity to be supplied	Unit Rate	Total Rate	Delivery Terms

**TOTAL VALUE:**

**DELIVERY SCHEDULE:**

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

Signed, Sealed and Delivered by the

said ..... (For the EdCIL)

in the presence of .....

Signed, Sealed and Delivered by the

said ..... (For the Successful Bidder)

in the presence of .....

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**FORM 15: LIST OF AUTHORIZED BANKS FOR BG**

Following banks are permissible for accepting Bank Guarantees:

**I- SCHEDULED PUBLIC SECTOR BANKS**

<b>Sr. 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>Sr. 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

## **FINANCIAL BID**

### **Instructions to Bidders**

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

Financial Bid shall contain only the prices duly filled in as per the format given in in the tender document.

2. The Bidder should quote for all the items listed in this document. In case, the Bidder/s does not quote for all the items, the Bid shall be treated as incomplete and shall be rejected summarily.
3. The rate shall be inclusive of all charges including transportation (as per the location), loading, travel, manpower, insurance or any other taxes etc. and nothing shall be paid extra.
4. The bid shall be evaluated on total value of all items as shown in Table-1 and the rate must be valid for any location in India.
5. The learning enhancement program is essential for NEP 2020 implementation with maximum outreach, hence the scope is limited upto 2.5 Lakhs students per year. This project may not be limited for one state, however, on specific request by any of the state/s/ clients, EdCIL reserves its right to expand this program under positive or negative variation in quantities upto 100% variation per year.
6. Price bid has to be filled online on EdCIL's E-tendering Portal. In case, the financial bid documents are not complete in all respect the same should be treated as incomplete at financial bid stage and shall be considered non-responsive.

**FORM 16: FINANCIAL BID COVERING LETTER**

[Location, Date]

**To:**

**The Chief General Manager  
EdCIL India Ltd.  
EdCIL House, 18 A, Sector 16 A,  
NOIDA 201301  
Uttar Pradesh**

**SUBJECT- “Open Two packet e-tender- Request for proposal for Selection of an Agency for Learning Enhancement Program in various States in India”.**

Sir/Madam,

We, the undersigned, offer to provide the subject services in accordance with your detailed terms of reference dated \_\_\_\_\_ subsequent corrigendum (if any). Our attached financial proposal is uploaded online. This amount is excluding of GST.

Our firm/organization M/s\_\_\_\_\_ will charge\_\_\_\_\_ (quote in INR) for the defined Scope of work in this RFP.

**1. PRICE AND VALIDITY**

a) All the rates mentioned in our bid are in accordance with the terms as specified in the detailed terms of reference documents. All the rates and other terms and conditions of this Bid are valid for the entire duration of the contract.

b) We hereby confirm that we understand that all the applicable taxes shall be including in the prices mentioned in the Financial Bid.

**2. QUALIFYING DATA**

We confirm having submitted the information as required by the detailed terms of reference document. We are not submitting any assumptions or conditions with our financial proposal as it is all inclusive proposal. EdCIL reserves the right to reject our proposal in case of any discrepancy or conditions found with our proposal.

**3. BID PRICE**

We declare that our Bid Price is for the entire scope of the work as specified in the detailed terms of reference document. Our bid prices are mentioned in the submitted Financial Bid.

Our Financial Bid shall be binding upon us subject up to expiration of the validity period of the Proposal.

We understand you are not bound to accept any proposal you receive. We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief.

Thanking you,

(Authorized Signatory of Bidder)

Signature:

Name:

Designation:

Address:

Seal:

Date:

**FORM 17: PRICE BID FORMAT  
(PRICES TO BE FILLED IN EXCEL SHEET)**

In case of any discrepancy in quoted cost in digits and words, the final cost quoted 'in words' will be considered as Final.

Sl.	Specifications	Qty	Rate per candidate excluding GST (Rs.)	GST in Percentage (%)	Rate per candidate including GST (Rs.)	Total for the given Quantity (Rs.)
C1.	LEP Based Assessment/ Olympiad/ Quiz/ Aptitude Test/ Awards/ Annual Award Ceremony	1,00,000				
C2.	LEP Based activities (Teacher's Training/ Student Workshops/ Excursions etc.)					
a	Training to number of teachers	3,000				
b	Student Workshop Program for a batch of 1000 students per batch	100				
c	Number of Excursions Programs for a batch of 10 students	10				
C3.	LEP Based Remedial Learning Material (Printed Workbooks/ Worksheets/ Videos/TLM etc.)	1,00,000				
	<b>Total Cost (In digits)</b>					
	<b>Total Cost (In Words)</b>					

Note: The quantities mentioned above are tentative and liable to vary.