



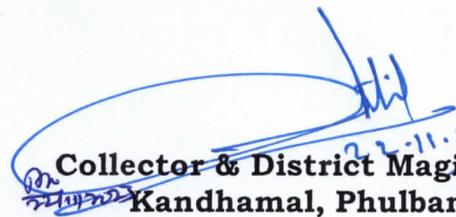
OFFICE OF THE COLLECTORATE, KANDHAMAL, PHULBANI
(Social Security & Empowerment of PwDs)

Phone:06842-253170, Fax:253905(collector) E. Mail: dssokand.od@gov.in

EoI. No. 2098 / SSEPD / Dt: 23.11.2023

Expression of Interest for setting of Braille Smart Class for children with visual impairment in the Red Cross School for the Blind, Balliguda, district-Kandhamal, Odisha.

Sealed proposals as per prescribed EoI document are invited from interested eligible bidders for setting of Braille Smart Class for children with visual impairment in the Red Cross School for the Blind, Balliguda in the district of Kandhamal, Odisha under District Social Security Office, Kandhamal. The eligible criteria, the terms of reference and the formats for submission of bid as set forth in the Tender document can be downloaded from the website www.kandhamal.nic.in. Interested bidders fulfilling the eligibility criteria may submit their proposal(s) & document as per Tender. The bidders have to submit their proposal(s) at the O/o: The District Social Security Officer, Kandhamal, Phulbani 762001. Proposal(s) complete in all respect should reach the undersigned on or before **05.00 PM** of **15.12.2023** through Regd. post/Speed post & courier and the same will be opened on **16 .12.2023 at 04.00 PM**. The undersigned reserves the right to reject any or all the tender(s) without assigning any reason thereof.


Collector & District Magistrate,
Kandhamal, Phulbani.

Expression of Interest

S. No	Information	Details
1	Name of the work	Setting up of Braille Smart Class for children with visual impairment in Red-Cross School for the Blind, Balliguda in the District of Kandhamal, Odisha.
2	Period of Work	90 days
3	Date of Publication of Bid on website	Date- 24.11.2023
6	Last date and time of receipt of Tender	15 days from publication of bid
7	Bid submission Place	O/o the District Social Security Officer, Kandhamal, Phulbani.
8	Date and Time of Bid Opening Validity of Bid	Date: 16.12.2023, Time: 4.00 P.M
9	Bid Opening Place	Sadbhabana Sabhagruha, Collectorate, Kandhamal, Phulbani.
10	Name & address of office inviting tender	Collector & District Magistrate, Kandhamal, Phulbani.
11	Helpline Number	

Setting up of Braille Smart Class for children with visual impairment in Red-Cross School for the Blind,
Balliguda in the District of Kandhamal, Odisha.

Request for Proposal (RFP)

1. Background

Collector & District Magistrate, Kandhamal, Phulbani invites Expression of Interest for Setting up Braille Smart Class (BSC) in regular schools for students with visual impairment to achieve 100 % Braille literacy in schools across Kandhamal and ultimately to improve learning outcomes among visually impaired children in and around these schools in Kandhamal district. The current pedagogy of Braille education requires one-one teaching and supervision and is manpower intensive. This combined with the lack of special educators results in low literacy rates and poor learning outcomes for the visually impaired. The Braille Smart Class will use technology to enable self-learning of reading, writing, and typing in Odia Braille and English Braille Grade 1 and Grade 2. The BSC will also enable teachers to teach Braille to multiple students at the same time. It will be a connected learning center empowered with interactive content which is capable of remote monitoring & evaluation, therefore involving all stakeholders in the learning process of the child. Enabling self-learning will ensure that visually impaired students learn braille at their own pace and achieve early-stage literacy effectively.

2. Objective of setting up Braille Smart Class (BSC)

The main objective of setting up Braille Smart Class (BSC) is as follows:

- To ensure that all visually impaired students enrolled achieve proficiency in Braille reading, writing and typing in Odia and English.
- To be exposed to self-learning methods that enable them to achieve proficiency in Grade 2 Braille enabling access to higher education material.
- Exposing students to interactive and gamified methods of self-learning and self-paced learning to ensure they achieve their learning outcomes
- Improving student vocabulary and cognitive strength that contribute to their future employment opportunities
- To maximize learning exposure to students with instant feedback and real-time doubt clarification, thus reducing the burden on special educators.
- To set up real-time monitoring of students, thereby improving the effectiveness of teacher involvement via regular performance and usage tracking.

3. Scope of Work

A. List of Broad Activity

- To establish Braille Smart Class for teaching reading, writing, and typing Odia and English Braille at the Red-Cross School for the Blind, Balliguda in the District of Kandhamal, Odisha.
- To set up an analytics platform for continuous monitoring and assessment of student performance.
- To conduct intensive physical training of teachers/students involved to operate BSC effectively.

B. Technical & Product Specifications

For Braille Teaching Equipment

Output interfaces:

- Large-sized Refreshable Braille Display
- Standard-sized Refreshable Braille Display
- Speakers or headphone jack for audio instructions
- Volume control for the audio instructions
- Vibration motor for tactile feedback
- LED/touch sensor for power status indication

Input Interfaces:

- Perkins style 6+3 Braille keyboard
- Digital Braille slate with paperless Braille input using stylus
- Arrow keys for navigation
- Feedback input through large braille cells display
- Capacitive touch sensor for tactile indication of device status

Content:

- Odia medium of instruction
- Delivering Braille learning outcomes of reading, writing, typing, language, and audio comprehension
- Odia Braille
- English Braille Grade 1
- English Braille Grade 2

Connectivity:

- 2.4GHz and 5GHz IEEE 802.11.b/g/n/ac wireless LAN
- Gigabit Ethernet over USB 2.0 (maximum throughput 300 Mbps)
- Real-time update of content and bug fixes
- Proposed System configuration must be working on or less than **2mbps** internet speed connection

For Monitoring Software

Monitoring & Evaluation:

- Unique student registration facility with login ID and Password
- Performance monitoring
- Monitoring usage over time
- Tracking user progress according to curricula across multiple parameters such as speed and accuracy
- Multi-stakeholder access for remote monitoring

4. Responses to Pre-Bid Queries and Issue of Corrigendum

- a. The District Social Security Office, Collectorate, Kandhamal, Phulbani will endeavor to provide timely response to all queries. However, the District Social Security Office, Collectorate, Kandhamal, Phulbani makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does the District Social Security Office, Collectorate, Kandhamal, Phulbani undertake to answer all the queries that have been posed by Bidders.
- b. At any time prior to the last date for receipt of bids, the District Social Security Officer, Kandhamal, Phulbani of SSEPD Department may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the RFP Document by a corrigendum.
- c. The Corrigendum(s) & clarifications to the queries from all Bidders will be published in the Kandhamal District's official site, and emailed to all prospective Bidders to whom the RFP was issued including participants of the pre-bid conference.
- d. Any such corrigendum(s) shall be deemed to be incorporated into this RFP.
- e. In order to provide prospective Bidders reasonable time for taking the corrigendum(s) into account, the Name of the agency may, at its discretion, extend the last date for the receipt of Proposals.

5. Key Requirements of the Bid

A. Right to Terminate the Process

The Collector & District Magistrate, Kandhamal, Phulbani may terminate the RFP process at any time and without assigning any reason. The District Social Security Officer, Collectorate, Kandhamal, Phulbani makes no commitment, expressed or implied that this process will result in a business transaction with anyone.

This RFP does not constitute an offer by the Collector & District Magistrate, Kandhamal, Phulbani. The bidder's participation in this process may result in the Collector & District Magistrate, Kandhamal, Phulbani selecting the bidder to engage towards execution of the contract.

B. Submission of Proposals

- a. The bidders should submit their responses as per the format given in this RFP in the following manner.
- b. The responses (Technical Proposal and Financial Proposal should be covered in two separate sealed envelopes super-scribing "**A-Technical Proposal**" and "**B-Financial Proposal**" respectively. Each copy of each bid should also be marked as "**Original**" OR "**Copy**" as the case may be.
- c. Please note that prices should be indicated in the Financial Proposal only.
- d. The two separate envelopes containing Technical Proposal and Financial Proposal should be put in another single sealed envelope clearly marked "**Setting up of Braille Smart Class for children with visual impairment in Red-Cross School for the Blind, Balliguda in the District of Kandhamal, Odisha.- <RFP reference no.>**" and the wordings "**DO NOT OPEN BEFORE 5:00 PM on dated 15.12.2023.**"
- e. The outer envelope thus prepared should also indicate clearly the name, address, telephone number and E-mail ID of the bidder to enable the Bid to be returned unopened in case it is declared "Late".
- f. All the pages of both original and copy of the proposals must be serially numbered (page <.> of <.>) and must contain an index with page numbers. Any deficiency in the documentation may result in the rejection of the Bid.
- g. The original Proposal/Bid shall be prepared in indelible ink. It shall contain no interlineations or overwriting.
- h. All pages of the original and copy of the bid documents shall be signed and stamped by the person or persons authorized to sign the bid.

C. Preparation and submission of Proposal

1. Proposal Preparation Costs

The bidder shall be responsible for all costs incurred in connection with participation in the RFP process, including, but not limited to, costs incurred in the conduct of informative and other diligence activities, participation in meetings/ discussions/ presentations, preparation of the proposal, in providing any additional information required by the District Social Security Officer, Kandhamal, Phulbani of SSEPD Department to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process. The District Social Security Officer, Kandhamal, Phulbani of SSEPD Department will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

2. Language

The Proposal should be filled by the bidders in English language only. If any supporting documents submitted are in any language other than English, true and verbatim translation of the same in English language is to be duly attested by the Bidders. For purposes of interpretation of the documents, the English translation shall govern.

3. Venue & Deadline for Submission of proposals

Proposals, in its complete form in all respects as specified in the RFP, must be submitted to the District Social Security Officer, Kandhamal, Phulbani of SSEPD Department at the address specified below: Addressed to	District Social Security Officer, Kandhamal, Phulbani.
Address	District Social Security Officer, Collectorate, Kandhamal, Phulbani. At/Po-Phulbani, Dist. Kandhamal, PIN-762001
Telephone	06842-253170
Email ID	Dssokand.od@gov.in
Last Date & Time of submission	15.12.2023, & 5.00 PM

D. Evaluation Process/ Selection Procedure

- a. The Collector & District Magistrate, Kandhamal, Phulbani will constitute a Braille Smart Class **Evaluation Committee** to evaluate the responses of the bidders.
- b. The BSC Evaluation Committee constituted by the Administration shall evaluate the responses to the RFP and all supporting documents / documentary evidence. Inability to submit requisite supporting documents / documentary evidence, may lead to rejection.
- c. The decision of the Evaluation Committee in the evaluation of the responses to the RFP shall be final. No correspondence will be entertained outside the process of evaluation with the Committee.
- d. The Evaluation Committee may ask for meetings and presentations with the Bidders and/or seek clarifications on their proposals.
- e. The Evaluation Committee reserves the right to reject any or all proposals on the basis of any deviations.
- f. Each of the responses shall be evaluated as per the criteria and requirements specified in this RFP.

E. Tender Opening

The Proposals submitted up to 5.00 PM on 15.12.2023 will be opened at 4:00 PM on 16.12.2023 by the Nodal Officer or any other officer(s) authorized by the Collector & District Magistrate, Kandhamal, Phulbani, in the presence of such of those Bidders or their representatives who may be present at the time of opening. The representatives of the bidders should carry the identity card or a letter of authority from the bidding firms to identify their Bonafede for attending the opening of the proposal.

F. Bid Validity

The financial offer submitted by the Bidders should be valid for a minimum period of 90 days from the closing date of submission of the bid.

G. Bid Evaluation

- a. Bid evaluation will be held in two stages viz technical bid and financial bid. Following defects of bids detected during initial scrutiny will be treated as non-responsive, if proposals;
 - are not submitted as specified in the RFP document
 - are received without OEM Authorization letter
 - are with incomplete information, subjective, conditional offers and partial offers
 - are submitted without the documents requested in the checklist
 - have non-compliance of any of the clauses stipulated in the RFP
 - are with lesser validity period
- b. All responsive Bids will be considered for further processing as below.

The Administration will prepare a list of responsive bidders, who comply with all the Terms and Conditions of the RFP. All eligible bids will be considered for further evaluation by the Committee according to the Evaluation process defined in this RFP document. The decision of the Committee shall be final in this regard.

H. Consortiums/Joint Venture

Any consortium or Joint Venture of bidders is not permissible. Bidders are required to respond to the RFP and participate in the bidding process as individual entities.

I. Eligibility Criteria

1. Late BID

Any bid received by the Name of the agency after the stipulated time and date for the receipt of bids prescribed in this document will be rejected and be returned unopened to the Agency.

2. Annual Maintenance Contract (AMC) & Liquidated Damages/ Penalties

- i. During the Defect Liability Period, vendors will have to rectify any defects during the warranty free of cost within 28 working days of the receipt of complaint. After lodging a complaint for each delayed day the following penalty will be deducted @200/- delayed days from the Performance Security. The bidder shall have responsibility to communicate with the Company regarding any sort of warranty defect related services during the AMC period.
- ii. The AMC Charges quoted in Commercial Bid Format (Appendix – 5) shall be inclusive of all the charges for Transportation, Lodging, Boarding, all insurances including third party insurance, income tax etc. and all other incidental charges, spares and replacement of damaged parts. Owner will not have any liability, whatsoever, over and above the quoted prices.

3. Availability of the infrastructure & Penalty for Non-Performance

- a. Onsite/offsite maintenance of all hardware & software equipment for BSC.
- b. Help desk service for hardware and software-related problems.
- c. Installation of application software & all educational Software responsibilities

5. Responsibilities

- a. The agency shall ensure repairing/ replacement of all faulty material within the shortest possible time thus ensuring minimum downtime, falling which applicable penalty will be imposed.
- b. The Agency shall be responsible for maintaining the desired performance and availability of the system/services.

J. Duration of Work.

Agency must complete the task of supplying the Smart Braille Literacy Devices, installation of Braille Smart Class and centralized physical training of teachers/resource persons of the selected schools in Kandhamal within 90 days from the date of awarding of the work order.

S No.	Phase	Particulars	Expected quantity	Project Duration	Unit Rate	Total Amount in Figure
A	B	C	D	E	F	G

1	Phase - 1	Supply and Installation of Product.				
2		Braille teaching equipment with 3 years of warranty	15	3 years	Rs 93,000 (inclusive of all taxes)	Rs.13,95,000/- (inclusive of all taxes)
3		English and Odia Braille content installed in Braille teaching equipment	15	3 years		
4		Helios - A monitoring dashboard and quarterly reports	15	Will be available for lifetime	Included	
5	Phase 2	Training and Deployment				
6		Centralized onsite Training, installation and deployment		-	Included	
7		Quarterly Online refresher and training videos - Free	-	-	Free	
Total Cost of the project						Rs.13,95,000/-

K. Terms of Payment

- i. 70% of the payment will be made to the agency within 15 days of successful awarding of work order. This payment is towards manufacturing and mobilizing expenses.
- ii. The remainder payment will be made to the agency within 15 days of the successful bidder's invoice.
- iii. Payment against the invoice referred to above will reflect any discount shown under the payment terms provided payment is made within the period shown in the payment terms contract.
- iv. The Price shown in the contract cannot be increased except by expressing written approval provided by the Deputy Development Commissioner, Kandhamal against the request submitted by the agency.

L. Evaluation

Evaluation shall be on the basis of the following two areas of scores. The weightage shall be accordingly.

Evaluation Segments	Score percentage
Technical bid	70%
Financial/Commercial Bid	30%

Technical Bid: Marks - 70

Technical Proposal will be assessed on the basis of given criteria and look at the document thoroughly on - proper signature, eligibility requirement as specified, confirm the terms, condition and specification of system technology for an internet connectivity facility.

S. No.	Evaluation Criteria	Parameters	Max. Marks	Supporting Documents
COMPANY PROFILE			10	
1.	Average annual turnover from services related to Braille Smart Class/Braille Smart Class services in last 3 financial years (Turnover in Rupees in crores)	>=Rs. 1.5 crore: 5 marks, >=Rs. 1 crore but <Rs. 1.5 crore: 4 marks >=Rs. 0.75 crore but <Rs. 0.1 crore: 3 marks, >=Rs.0.5 crore but <Rs. 0.75 crore: 2 marks <Rs. 0.5 crore: 0 mark	5	Extracts from the audited Balance Sheet and Profit & Loss; OR Certificate from the statutory auditor for last 3 financial years
2.	Number of full-time professional staff engaged in Braille Educational Software/Hardware Installation, monitoring and maintenance services	>30; 5 marks >=20 but <30 : 3 marks, <10 : 0 mark	5	A self-certification from authorized signatory
RELEVANT DOCUMENTS			10	
1.	Company PAN card	NA	10	All the documents mentioned here
2.	Audited Balance sheets of last 3 Financial years for turnover			
3.	Certification of registration as Proprietorship/ Partnership firm/ LLC/Pvt. Ltd. Company			
4.	Proof of GST return for last 3 F.Ys			
5.	OEM Authorization certificate			
RELEVANT PAST EXPERIENCE			25	

3.	<p>Experience of relevant project/similar project in India that have either been completed or ongoing projects where similar deliverables or milestones have been successfully achieved. The work order should have been issued within the last 5 years as on the date of issue of this RFP.</p> <p>(‘Relevant project / Similar Project’ means:- (i) consultancy services on running and maintenance of Braille Smart Classrooms, Computer Aided Learning, data analytic of recorded subject based content .in India; (ii) Education Software designing and installation for visually impaired children</p>	<p>>=5 projects: 20 marks, 4 Projects: 15 marks, 3 Projects: 10 marks, 2 Projects: 5 marks, <2 Projects: 0 mark</p>	25	<p>Completion Certificates from the client; OR Work Order + Self Certificate of Completion (Certified by the Statutory Auditor) OR Work Order + Phase Completion Certificate (for ongoing projects) from client</p>
APPROACH & METHODOLOGY			25	
6.	<p>Demonstration of understanding of the Project Component’s requirements</p>	<p>Assessment to be based on:</p> <ul style="list-style-type: none"> ● Product Equipment & Specification ● Challenges likely to be encountered ● Mitigation proposed ● Client references 	20	A note
7.	<p>Project work breakdown structure</p>	<p>Assessment to be based on:</p> <ul style="list-style-type: none"> ● Overall Timelines ● Resource assignments (relevance to the task assigned) ● Dependencies 	5	A note

Financial Bid Evaluation: Marks -30

- i. **The Financial Bids should be submitted with Product specification & cost wise of proposed solution** and it will be opened in the presence of Bidder's representatives. The date, time and venue of opening of financial bid will be communicated to the technically qualified bidders separately
- ii. If an Agency quotes NIL charges / consideration, the bid shall be treated as unresponsive and will not be considered.
- iii. The Agency/Bidder with lowest qualifying financial bid (L1) will be awarded 100% score (amongst the bidders which did not get disqualified on the basis of point (b) above). Financial Scores for other than L1 bidders will be evaluated using the following formula:

Financial Score of a Bidder (Fn) =

{(Financial Bid of L1/Financial Bid of the Bidder) X 30} (Rounded off to two decimal places)

- i. Financial Bid price financial bids indicating total price for all the deliverables and services specified in this bid document will be considered.
- ii. The **bid price will include all taxes and levies** and shall be in Indian Rupees.
- iii. Any conditional bid would be rejected.
- iv. Errors & Rectification: Arithmetical errors will be rectified on the following basis:

"If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail".

Appointment of Consulting Agency

a. Award Criteria

The Collector & District Magistrate, Kandhamal, Phulbani will award the Contract to the successful Bidder whose proposal has been determined to be substantially responsive and has been determined as the most responsive bid, i.e, has secured the highest overall score as per the process outlined.

b. Right to Accept Any Proposal and To Reject Any or All Proposal (s)

The Collector & District Magistrate, Kandhamal, Phulbani reserves the right to accept or reject any proposal, and to annul the tendering process / Public procurement process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Name of the agency's action.

c. Notification of Award

Prior to the expiration of the bid validity period, the Collector & District Magistrate, Kandhamal, Phulbani will notify the successful bidder in writing or by fax or email, that its proposal has been accepted. In case, due to some unforeseeable circumstances, the tendering process is not completed within the bid validity period, the Name of the agency may like to request the bidders to extend the validity period of the bid.

The notification of award will constitute the formation of the contract. Upon the successful bidder's furnishing of Performance Bank Guarantee, the Collector & District Magistrate, Kandhamal, Phulbani will notify each unsuccessful bidder.

d. Failure to Agree with the Terms and Conditions of the RFP

Failure of the successful bidder to agree with the proposed Contract Terms and Terms & Conditions of the RFP shall constitute sufficient grounds for the annulment of the award, in which event the Collector & District Magistrate, Kandhamal, Phulbani may award the contract to the next best value Bidder or call for new proposals from the interested Bidders.

e. Force Majeure

1. Definition of Force Majeure

In this Clause "**Event of Force Majeure**" means an event beyond the control of the Collector & District Magistrate, Kandhamal, Phulbani and the Consulting Agency, which prevents either Party from complying with any of its obligations under the Contract, including but not limited to:

- Acts of God (such as, but not limited to, fires, explosions, earthquakes, drought, tidal waves and floods); war, hostilities (whether war be declared or not), invasion, act of foreign enemies, mobilization, requisition, or embargo;
- Rebellion, revolution, insurrection, or military or usurped power, or civil war;
- Riot, commotion, strikes, go slows, lock outs or disorder, unless solely restricted to employees of the Consulting Agency; or Acts or threats of terrorism.

i. Consequences of Force Majeure Event

- Neither the Name of the agency nor the Bidder/Agency shall be considered in breach of the Contract to the extent that performance of their respective obligations (excluding payment obligations) is prevented by an Event of Force Majeure that arises after the date of signing of contract.
- The affected Party prevented from carrying out its obligations under the contract shall give notice to the other Party of an Event of Force Majeure upon it being foreseen by, or becoming known to, the affected Party.
- If and to the extent that the Bidder/Agency is prevented from executing the Services by the Event of Force Majeure, the Bidder/Agency shall be relieved of its obligations to provide the Services but shall endeavor to continue to perform its obligations under the Contract so far as reasonably practicable and in accordance with Good Operating Practices, [PROVIDED that if and to the extent that the Consulting Agency incurs additional Cost in doing so, the Bidder/Agency shall be entitled to the amount of such Cost [COST BEING DEFINED AS HAVING NO PROFIT COMPONENT] (the Consulting Agency having taken reasonable steps to mitigate the Cost)].
- If and to the extent that the Bidder/Agency suffers a delay in execution of the contractual services beyond the timeline fixed for each phase as a result of an Event of Force Majeure then it shall be entitled to an extension of the time for completion as may be mutually decided by both the parties.
- The Bidder/Agency shall be entitled to payment as per payment schedule mentioned in Section 10 after grant of extension of timeline for phase completion prescribed in Section 9 read with 5.7.2.iv due to the period of interruption caused by the Event of Force Majeure.]
- The Contract Period shall be extended by a period of time equal to the period of interruption caused by an Event of Force Majeure.

2. Optional Termination, Payment and Release

Irrespective of any extension of time, if an Event of Force Majeure occurs and its effect continues for a period of 365 days, either the Name of the agency or the Consulting Agency/Bidder may give to the other a notice of termination of contract, provided that if the Name of the agency is paying fee during Force Majeure, then Consulting Agency will not have a termination right, which shall take effect 30 days after the giving of the notice. If, at the end of the 30-days period, the effect of the Force Majeure continues, the Contract shall terminate. After termination of contract under this Sub-Clause, the Bidder/Agency shall comply with such termination provisions as may be prescribed in the contract and the Name of the agency shall pay the Consulting Agency an amount calculated and certified in accordance with relevant clauses of termination of contract.

3. Litigation

Any dispute arising out of this RFP or the contract signed by the Collector & District Magistrate, Kandhamal, Phulbani with the successful bidder or any other bidder participating in this procurement process shall be subject to the jurisdiction of Kandhamal, Odisha.

Appendix -1: Particulars for the Bidder/Agency/Vendor

Sl. No.	Information Sought	Details to be Furnished
1.	Name and address of the bidding Company	
2.	Incorporation status of the firm (public limited/private limited, etc.)	
3.	Year of Establishment	
4.	Date of Registration	
5.	ROC Reference No.	
6.	Details of company registration	
7.	Details of registration with appropriate authorities for service tax (GST)	
8.	Name, Address, E-mail, Phone Nos. and Mobile Number of Contact person	

Appendix -2: Compliance Sheet for Technical Proposal

Sl. No.	Specific Requirements	Documents Required	Compliance	Reference & Page Number
1.	Covering Letter for Technical Proposal	As per Appendix – 5		
2.	Average annual turnover from services related to Braille Smart Class/Braille Smart Class services in last 3 financial years (Turnover in Rupees in crores)	Extracts from the audited Balance Sheet and Profit & Loss; OR Certificate from the statutory auditor	Yes/No	
4.	Experience relevant to this engagement as listed below to be demonstrated in maximum of <Nos.> engagements that have either been completed or an ongoing project where a similar deliverable or milestone has been successfully achieved.	Completion Certificates from the client; OR Work Order + Self Certificate of Completion (Certified by the Statutory Auditor) OR Work Order + Phase Completion Certificate (for ongoing projects) from the client		
5.	Approach & Methodology, Understanding and work Plan (As per the requirements specified in Technical evaluation)	A note	Yes/No	
6	OEM Authorization	Copy of OEM authorization certificate	Yes/No	
7	Sales Turnover in Braille education Consulting service	Extracts from the audited Balance Sheet and Profit & Loss; OR Certificate from the statutory auditor	Yes/No	
8	Technical Capability	Completion Certificates from the client; OR Work order + Self Certificate of Completion (Certified by the Statutory Auditor); OR Work Order + Phase Completion Certificate from the client	Yes/No	

Appendix – 3: Compliance Sheet for Commercial Bid
Commercial BID (Financial/ Price Chart)

Date:

To,

.....
.....

Sub : Submission of Commercial BID

Having examined the BID Document No dated..... I/We the undersigned, offer to quote the following rate towards the scope of the work/TOR/ RFP.

Note:

1. Price quote for the product in phase 1 (Supply and Installation of product) should include the cost towards site visit , 1 day product training and warranty costs.
2. The rate quoted should also include all taxes, transport, insurance, printing, out-of-pocket expenses etc. as applicable for executing the defined scope of work.
3. Conditional bids/ambiguous will be summarily rejected.

Signature & Seal of the bidder

Name of the Signing authority

Designation of authority:

Address:

Place:

Appendix -4: Compliance Sheet for Technical Proposal

To,
Collector & District Magistrate,
Kandhamal, Phulbani.

Tele:

Email:

Subject: Submission of the Technical bid to Setting up of Braille Smart class for children with visual impairment in Red-Cross School for the Blind, Balliguda.

Dear Sir/Madam,

We, the undersigned, offer to provide Consultancy Services to the Collector & District Magistrate, Kandhamal, Phulbani on the Braille Smart Class Project titled 'Setting up of Braille Smart class for children with visual impairment in the Red-Cross School for the Blind, Balliguda with your Request for Proposal dated <insert date> and our Proposal. We are hereby submitting our Proposal, which includes this technical bid and the financial bid sealed in a separate envelope.

We hereby declare that all the information and statements made in this technical bid are true and accept that any misinterpretation contained in it may lead to our disqualification.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment not later than the date indicated in the Fact Sheet.

We agree to abide by all the terms and conditions of the RFP document. We would hold the terms of our bid valid for 90 days as stipulated in the RFP document.

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

Yours sincerely,

Authorized Signature (In full and initials):

Name and Title of Signatory:

Name of Firm:

Address:

Location:

Appendix 5: Proposed Approach & Methodology

Technical Approach and Methodology.

You should explain your understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output.

You should highlight the problems being addressed and their importance, and explain the technical approach you would adopt to address them. You should also explain the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach.