

## Appendix -I

### **List of Schools proposed to be covered under Computer Education Programme in Secondary and Senior Secondary Schools under the ICT @Schools Scheme during 2010-11**

<b>Block</b>	<b>Sl.No.</b>	<b>School Name</b>
Samanda	1	Trinity Secondary School , ABKD Compound, Williamnagar -R
	2	Rongsakgre Secondary School, Rongsakgre -R.
	3	Sun-Beam Sec. School P.O. Williamnagar.
	4	Rongrenggre Govt. Hr. Sec. School
	5	Educare Sec. school
	6	St. George Sec. School
Songsak	7	United Songsak Secondary School, Songsak -R
	8	Songsak Agitokgre Secondary School - R.
	9	Rongrong Union Sec. School
Rongjeng	10	Dr. Radha Krishnan Sec. School
	11	Holy Family Secondary School, Rongjeng -R
	12	United Rongjeng Higher Sec. School, Rongjeng (R)
	13	Rongmil Sec School, Rongjeng (R)
Resubelpara	14	Depa Secondary School, Dainadubi -R
	15	Resubelpara Girls' Higher Secondary School, Rcsubelpara -R
	16	Don Bosco Secondary School Mendal -R
	17	St. Thomas Secondary School, Mendipathar -R.
Kharkutta	18	Adokgiri Secondary School, Adokgiri -R.
	19	Baksalpara Secondary School -R
	20	Mendima Sec. School. Mendinia (R)
	21	Omed Memorial Sec. School Rajasemla [R]

#### **District: East Khasi Hills**

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Shillong Municipality Area	1	St. Joseph's Girls L Ugher Set indary School, Jaiaw - R
	2	Laban Bengalee Boys Higher Secondary School - R
	3	Jail Road Boys' Higher Secondary School - R
	4	St. Dominic Higher Secondary School, Mawkhar - R
	5	Rilbong P N.C. Secondary School - R
	6	Mawkhar Christian Secondary School - R
	7	St. Margaret Higher Secondary School . -C.
	8	Balika Hindi Vidyalaya Secondary School Shillong
	9	St Anthony's Higher Sec. School, Laitumkhrah, Shillong (R)
	10	St. Mary's Higher Sec. School, Laitumkhrah, Shillong (R)
	11	Jaiaw Presbyterian Sec School, Jaiaw (R)
	12	St Albert's Sec. School, Lower Mawprem (R)

	13	Laitumkhrach Bengalee Girls Sec. School, U/New Colony Shillong (R)
	14	Synod Higher Sec. School, Mission Compound
	15	Laitumkhrach Assamese Sec. School, Shillong [R]
	16	Mawprem Modern Sec. School, Lower Mawprem [R]
	17	K.J.P. Girls Higher Sec. School [R]
	18	Laban Presbyterian Higher Sec. School (R)
	19	Gorkha Pathsala Sec. School, Shillong [R]
	20	Garo Union Sec. School, Shillong [R]
Mawryng-	21	Mawryngkneng Secondary School - R
kneng	22	Nongkrem Secondary School - R
	23	Greet Hills Secondary School, Sohryngkham
	24	Smit Higher Sec. School (R)
Mylliem	25	H. Elias Memorial Secondary School, Nongthymmai. - R
	26	St. Jurome Secondary School , Nongmynsong - R
	27	Gorkha Secondary School Upper Shillong - R
	28	Raid Laban Secondary School, Laban - R
	29	St. Joseph's Secondary School, Pynthorumkhrach
	30	Meghalaya Police Public School - Golflinks, Mawroh
	31	Sacred Heart Boys Higher Sec. School, Mawlai [R]
	32	Sacred Heart Girls Higher Sec. School, Mawlai [R]
	33	Auxillium Girls Higher Sec. School, Nongthymmai [R]
	34	Christ Church, Mawlai Syllaikariah (R)
	35	Holy Child Higher Sec School Demthring [R]
	36	Mawlai Presbyterian Sec. School (R)
	37	Nongthymmai Nepali Higher Sec, School, jingkieng [R]
	38	Malki Presbyterian Sec. School (R)
	39	Little Flower Sec. School, Malki [R]
	40	Shining Light Academy, Mawlai, Shillong
	41	Sun Rays Sec. School, Mawlai
Mawkynew	42	Good Shepherd Higher Secondary School, Jongksha
Mawphlang	43	St. Paul's Higher Seconcarv School, Marbisu - R
	44	Sohiong Presbyterian Secondary School, Sohiong -R
	45	Stella Maris Secondary School, Wahlang - R
	46	Seng Khasi Sec. School, Marbisu (R)
	47	Mawphlang Sec. School, Mawphlang {R}
	48	Mawngap District Christian Multi Purpose (R)
	49	Nongspung Higher Sec. School, Nongspung [R]
Mawsynram	50	District Pyndensohsaw Presbyterian Secondary School - R
	51	St Francis Xavier Secondary School, Sohklong-R
	52	Laitbah Union Secondary School, Lawbah - R
	53	Laitmawsiang Sec, School (R)
Pynursla	54	Khadarblang Secondary School, Langkyrdem - R
	55	Raid Lyngkhat Secondary School, Norigtynger-R

	56	Riwar Seng Khasi Sec. School, Rangthylliang
	57	Lyngkyrdem Seng Khasi Sec. School
Laitkroh	58	St. Peter's Secondary School, Laitlyngkot- R
	59	Kyntiew Shaphrang Elaka Secondary School, Laitlyngkot - R
	60	Village Durbar Sec. School, Swer (R)
Shella Bholagan	61	St. John Bosco Girls' Secondary School, Cherrapunjee - R
	62	Tirot Singh Memorial Secondary School, Mawkdok.- R
	63	R.K.M. Higher Sec. School, Cherrapunjee (R)

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<b>District: Jaintia Hills</b>	1	Tome Memorial Secondary School, Mooralong - R.
	2	Marian Hills Higher Secondary School, Jowai - R
Thadlaskein	3	Nephington Laloo Secondary School -R.
	4	Adventist Higher Secondary School, Thadlaskein - R
	5	Ummulong Pres. Sec. School (Newly recognized by M.B.O.S.E.)
	6	Jowai GovL Public School (R)
	7	K.J.P. Synod Higher Sec. School, Jowai (R)
	8	Sein Raij Sec. School, Jowai (R)
	9	Krist syiem Sec. School Namdong (R)
	10	Amwi Sec. School, Jowai (R)
	11	Nephington Laloo Sec. School, Wahiajer
	12	H.K. Singh Mem. Sec. School, Jowai (R)
	13	Mukhla Raij Sec. School, Thadlaskein (R)
	14	Seinjat Tuber Secondary School, Tuber -R
	15	Good Shepherd Secondary School, Lad Rymbai -R
Khliehriat	16	Khlieliriat Presbyterian Secondary School -R
	17	Little Flower Sec. School, Khliehriat (R)
	18	Khliehriat Higher Sec. School, Khliehriat (R)
	19	Umkiang Sec. School, Umkiang (R) Newly recognized by M.B.O.S.E.
	20	Rymhai Pohskur Sec. School (R)
	21	Amwi Secondary School, Thangbuli -R.
	22	Laishnong Higher Secondary School, Nongbareh - R
Amlarem	23	Mootyrshiah Secondary School -R.
	24	Kyndong Tuber Sec. School ®
Laskein		

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<b>District: Ri-Bhoi</b>	1	Nehru Memorial Secondary School, Umsning -R
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	2	Kyrdem Presbyterian Secondary School, Kyrdem - R
	3	Little Flower Higher Secondary School Mawbri -R
	4	Umroi Pres. Sec. School (R)
	5	Ferrando Sec. School, Nongrah Umroi (R)
Umling	6	Ri-Bhoi Presbyterian Secondary School, Nongpoh -R
	7	St. Alfred's Secondary School, Marngar -R
	8	Nongtluh Secondary School, Diwan -R
	9	Don Bosco Sec. School, Byrnihat (R]
	10	Alpha English Higher Sec, School, Nongpoh (R)
	11	St Paul's Sec. School, Nongpoh (R)
	12	St Joseph's Umden (R)
	13	Raid Nongbri Sec. School (R)
Jirang	14	Pillangkata Secondary School, Pillangkata -R

**District: South Garo Hills**

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		Rangku Memorial Girls Secondary School, Baghmara -R
Baghmara	1	Don Bosco Sec. School
	2	Dabitbibra Sec. School
	3	Pioneers Sec. School
	4	Mindikgiri Sec. School
	5	Nengkong Sec. School
	6	St. Francis De Sales Sec. School
	7	Seroni Nengminza Sec. School
	8	Pathargittim Sec. School
	9	Siju Sec. School
	10	Jagarami Sec. School
	11	Silkigiri Sec. School, Silkigiri (R)
Chokpot	12	Ashugiri Sec. School, Ashugri Deka (R)
	13	Kapasipara Se. School, Kapasipara (R)
Gasuapara	14	Rugapara Sec. School, Dimapara (R)
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Tura	1	Aeroville Secondary School Tura-R.
Urban	2	Hill View Secondary School, New Tura - R.
Areas	3	L.G.B, Secondary School, Tura -R
	4	P.A.S. Police Public School, Tura -R
	5	Akonggiri Sec. School, Tura (R)
	6	Tura Hindi Sec. School, Tura (R)
	7	Garo Union Sec. School, Tura (R)
	8	Mother's Union Sec. School, Tura (R)
	9	L.G.B. Sec. School, Tura (R]
	10	Tura Town Sec.School Tura (R)
	11	Hawakhana Sec. School, Tura (R]
Rongram	12	Don Bosco Sec. School, Rongkhon
Dalu	13	Dalu Govt. Higher Secondary School, Dalu - R
	14	Sacred Heart Secondary School, Dalu - R
	15	Purakhasia Secondary School, -R
	16	Dalu Bengalee Sec. School, Barendaxpara (R]
	17	Babellapara Sec. School
	18	Rimrangpara Sec. School
	19	Sasengpara Sec. School
	20	Chenggapapa Sec. School
	21	Dalu Firls Sec. School
	22	Machangpani Sec. School
	23	Josipara Sec. School
	24	Kherapara Sec. School
Zikzak	25	Kalaipara Secondary School, Kalaipara -R
	26	Boldamgre Secondary School, Boldamgre, -R
	27	Mahendraganj Deficit Secondary School -R
	28	Patizora Sec. School, Zikzak (R)

	29	Nogarpara Deficit Sec. School, Nogarpara (R)
	30	Katuli Sec. School
	31	Gopinathkilla Sec. School
	32	Salmanpara Sec. School
	33	Kalaigoan Sec. School
Betasing	34	Rangsakona Secondary School -R
	35	Kasabanagar Secondary School, Kasabanagar-R.
	36	Bandalkona Sec. School
	37	Betasing Hr. Sec. School
	38	Vidyamoni Sec. School
	39	Rongchadenggre Sec. School
	40	Damalgre Sec. School
Salsella	41	Haldibari Secondary School, Haldibari-R
	42	St. Dominic Savio Secondary School. -R
	43	Garobadha Deficit Sec. School
	44	Salsella Sec. School
	45	Teporpara Sec. School
	46	United Mukdangra Sec. School
	47	Hallidanganj Sec. School
Tikrikilla	48	Roni Asim Secondary School, Bolonggitok-R
	49	Kristu Jyoti Secondary School –R
	50	Naho Jyoti Paham Sec. School, Paham (R)
	51	Okkapara Sec. School, Pkkapara (R)
	52	Pedaldoba Ses. School
	53	Tikrikilla Girls Sec. School
	54	Raksamgre Sec. School
Tikrikilla	55	Naguapara Sec. School
	56	Pragatipur Sec. School

Dadenggre	57	Dadenggiri Govt. Higher Sec. School Janapriya Higher Secondary School, Bholarbhita –R	
	58	Rajabala Secondary School –R	
	59	B.N.A. Model Secondary School, Bhaitbari –R	
	60	Haripur Nambila Secondary School, Haripur –R	
	61	Shyamnagar Secondary School –R	
	62	Wiliampur Sec. School, Hallaidanga (R)	
	63	Gomaijhona Sec. School, Gomaijhona (R)	
	64	Bikonggiri Sec. School, Chibinong (R)	
	65	Janamangal Sec. School, Moulakandi (R)	
	66	Betabari Sec. School, Betabari (R)	
	67		
	68	Bhaitbari Sec. School	
	69	Janapriya Hr. Sec. School	
	70	Thakimagiri Sec. School	
	71	Garoduli Sec. School	
	72	Bhaitbari Hr. Sec. School	
	73	Damal A Sim Sec. School	
	74	Magurmari Sec. School	
	75	Bhaitbari Girls Sec. School	
	76	Rajaballa Girls Sec. School	
	77	Abima Sec. School	
	78	Rongsaigre Sec. School	
	<b>District: West Khasi Hills</b>		Anderson English Secondary School, Nongstoin –R
	Nongstoin	1	Mawkynsah Secondary School, Mawkynsah – R
		2	St. John Bosco Secondary School, Nongkroh, Rambrai-R

	4	Rev. J.J.M. Nichol Roy Memo. Sec. School, New Nongstoin (R)
	5	Nongstoin Public Sec School, Nongstoin (R)
	6	Presbyterian Sec. School, Siejlieh (R)
Mairang	7	Bynther Secondary School, Bynther –R
	8	Mairang Presbyterian Girls Secondary School, Mairang -R
	9	Jidon Sing Memorial Secondary School, Mawnai - R,
	10	St Thomas Higher Sec. School, Mairang ®
Mawkyrwat	11	Rangthong Christian Secondary School, Rangthong – R
	12	S. Ferrando Secondary School, Sawsympet – R
	13	Nativity Higher Secondary School, Mawkyrwat –R
	14	St. Mary's Sec. School, Rangblang ®
	15	Jingaiseng RangLhong Pres. Sec. School, Mawkyrwat (R)
	16	United National Sec. School, Photjaud (R)
Mawshynrut	17	Joplang Secondary School, Shallang –R
	18	Rangsapara Secondary School, Rangsapara –R
	19	Holy Cross Girl's Sec. School, Aradonga (R)
	20	Christ King Sec. School, Riangdo ®
	21	Nongkharai Christian Sec. School, Umsohpieng
Ranikor	22	Mawpud Secondary School –R
	23	Sharakrit Secondary School, Nongkynbah –R
Mawthadraishan	24	Mawkyllei Higher Secondary School -R
	25	Kynshi Secondary School, Kynshi –R
	26	Myriaw Sec. School (R)

## **Appendix -II**

### **Eligibility criteria for bidders**

1. Bids should be addressed to the DSEL by Designation and not by Name.
2. The firm's representative along with seal must, individually sign all the documents furnished.
3. The Bidder should have centers/Education Service Providers in any State or Union Territory of India for the past three years.
4. The Bidder should have a minimum turnover of at least Rs. 5 Crores pa, for at least one year from the last three financial years.
5. The Bidder should have expertise in developing Multimedia Educational Software and should have experience in providing Computer Based/Web Based Training.
6. A letter from the financial institution that it is willing to fund this project or he/she/they should have sufficient reserves equal to the bid amount as per the audited financial statement.
7. Signed copies of Sales Tax Registration Certificate, Service Tax Registration Certificate, and VAT Certificate Along With TIN Number.
8. A Financial Stability Certificate/Soundness Certificate from a Competent Authority must be attached.

**Appendix -III**

**Letter of Intent and submission of proposal**

**ANNEXURE – A (Letter of Submission)**

The application form is required to be submitted on the company's letter head. The format of application form is as follows

**FORMAT OF APPLICATION FORM**

**(On Applicant Company's Letterhead)**

**<reference no. , date>**

**To,**

**<< Address>>**

**Subject: Bid Document**

Dear Sir,

This has reference to the advertisement published in **<Newspaper, Edition, Date>** pertaining to the above mentioned subject. We are interested in submitting our Bid Document for the same. We are enclosing demand draft no. **<\_\_\_\_\_>** dated **<\_\_\_\_\_>** drawn on **<Name of Bank>** for Rs..... (in words.....) drawn in favor of State Project Director, SSA payable at "Gangtok" as BID DOCUMENT Security for participating in this BID DOCUMENT. We would like to clearly state that we qualify for this work as our company meets all the pre-qualifying criteria indicated by you in the document. We understand that if the details given in support of claims made by us are found to be untenable or unverifiable or both our bid will be rejected without any reference to us. We further clearly understand that SSA, Sikkim is not obliged to inform us of the reasons of rejection of our bid.

Yours sincerely

**<Signature>**

***<Name, designation, contact address and telephone number of the authorized signatory>***

**Certificate of being an IT or Education Business / Certificate of Experience (details of same/similar projects**

**STATEMENT OF PAST PERFORMANCE**

**(Performa for performance statement for a period of last three years)**

Bid No. \_\_\_\_\_ Date of

opening \_\_\_\_\_ Time \_\_\_\_\_ Hours \_\_\_\_\_

Name of the Firm \_\_\_\_\_

<b>Organisation or Govt. Dept for which the services were provided in years</b>	<b>Contract No &amp; date</b>	<b>Description of the Contract</b>	<b>Value of Contract</b>	<b>Period of performance of Contract</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>

**Details of bidder / members of the consortium....**

Annexure – B (Organizational Profile) The COMPANY / FIRM/ RESPONDENT/ ORGANIZATION has to enter the basic information about the Organization in provide format

<b><u>SI No</u></b>	<b><u>Details</u></b>
<b>1</b>	<b>Name of the Firm</b>
<b>2</b>	<b>Registered Office Address Telephone Number Fax Number E-Mail</b>
<b>3</b>	<b>Correspondence / Contact Address</b>
<b>4</b>	<b>Details of Contact Person (Name, Designation, Address etc.) Telephone Number Fax Number E-Mail</b>
<b>5</b>	<b>Is the firm a registered company? If yes, submit Documentary proof. Year and Place of the established of the Company</b>
<b>6</b>	<b>Former name of the company, if any</b>
<b>7</b>	<b>Is the Firm Government / Public Sector Undertaking propriety firm Partnership firm (if yes, give partnership deed) Limited company or limited corporation Member of a group of companies (if yes give the name and address of the parent organization) If the company is subsidiary state what involvement if any, will the parent company have in the project</b>
<b>8</b>	<b>Is the firm registered with sales tax department? If yes, submit valid sales tax registration certificate</b>
<b>9</b>	<b>Is the firm registered with service tax with Central Excise Department (Service Tax Cell)? If yes, Submit valid service tax registration certificate.</b>
<b>10</b>	<b>Is the firm registered under Labour Laws Contract Act? If yes, submit valid registration certificate</b>
<b>11</b>	<b>Number of years of experience:</b>
<b>12</b>	<b>Are you registered with any Government / Department / Public Sector Undertaking (if yes, give details)</b>
<b>13</b>	<b>How many years has your organization been in business under your present name?</b>

	<b>What were your fields when you established your organization? When did you add new fields (if any)?</b>
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**Bid Security Form (EMD)**

(Bank Guarantee to be furnished on Rs. 50/-stamp paper)  
The DSEL

Sir,

Whereas.....(hereinafter called “the Bidder”) has submitted its bid \_\_\_\_\_ dated.....201\_, for Providing Computer Hardware, etc: providing computer Education and to undertake Annual Maintenance contract during the project period of five years including the Guarantee /Warranty period in Govt/Govt Aided Sec Schools in the State of Meghalaya .hereinafter called the “Bid”) KNOW ALL MEN by these presents that WE..... of.....having our registered office At .....(hereinafter called the Bank”) are bound unto.....(hereinafter called “DSEL”) in the sum of ..... for which payment well and truly to be made to the said DSEL , the Bank binds itself, its successors and assigns by these presents. Sealed, with the Common Seal of the said Bank this ..... day of ..... 201\_.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its bid by the DSEL during the period of bid validity:
  - a. Fails or refuses to execute the Contract Form if required; or
  - b. Fails or refuses to furnish the Performance Security, in accordance with the Instruction to Bidders.

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

The guarantee will remain in force up to and including 45 days after the period of the bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the authorized officer of the Bank)

**Statement of Financial Capability**

**Performance Security Form (Bank guarantee to be executed on Rs. 50 Stamp paper)**

To,  
The DSEL  
Sir,

WHEREAS.....(Name of the Contractor) hereinafter called “the Contractor” has undertaken, in pursuance of Contract No.....dated.....to supply certain equipment and provide services and undertake Annual Maintenance contract of computer Hardware, UPS/Generator /any other device for uninterrupted power supply, Computer furniture and connected accessories and providing computer Education services in ..... Govt/Govt.aided Secondary Schools in Meghalaya, and related services hereinafter called “the Contract”.

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee by a Nationalized Bank for the sum specified therein as security for compliance with the Contractors performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Contractor a Guarantee: THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total of .....(Amount of the Guarantee in Words and Figures) and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract and without argument , any sum or sums within the limit of .....(Amount of Guarantee) as aforesaid, without your needing to prove or show grounds or reasons for your demand for the sum specified therein.

This guarantee is valid until the .....day of.....

Signature and Seal of Guarantors

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.....  
.....

Date.....

Address.....

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**Check-list of certificate / documents required for the qualification proposal Checklist for Qualification)**

The bidder has to select the Yes / No for the Qualifying criteria as mentioned in table below and attach the self attested copy for the proof of the same. Proof not attested and attached to this section shall be summarily rejected.

<b>SI No</b>	<b>BID DOCUMENT Qualification Criteria</b>	<b>Please Tick</b>
1	Presence of supplier in India	Yes / No -----(Attach the Proof)
2	Having necessary expertise, manpower and capability to demonstrate the similar job for supplying, installation, operation,maintenance & establishing the Centre equipped with latest equipments	Yes / No ----- (Attach the Proof)
3	The Bidder should have minimum average annual turnover of INR 2 Crores	Yes / No ----- (Attach the Proof)
4	The bidder has not been debarred or disqualified from any assignment, by any State Government Department or Corporation. Bidder should submit an undertaking for the same	Yes / No ----- (Attach the Proof)
5	The bidder has successfully completed atleast 2 projects on turnkey basis of values 200 lakhs	Yes / No ----- (Attach the Proof)
6	The bidder must have past experience of training and software developing and should poses atleast 50+ trainers/developers in pay roll	Yes / No ----- (Attach the Proof)
7	Documentary evidence of current works in Government sector with value not less than 200 lakhs	Yes / No ----- (Attach the Proof)
8	The Bidder should have atleast completed content development in at least one or more regional language for a minimum value of 20 lakhs	Yes / No ----- (Attach the Proof)
9	Documentary Evidence of Computer Training in Government Schools	Yes / No ----- (Attach the Proof)

## Appendix –IV

### Detailed specifications of all infrastructure and components of the proposed system

Minimum configuration of the Computer System, infrastructure and other requirements per school to be provided by the agency:-

#### **A. Hardware**

Desktop Computer System comprising of (Price include supply, installation and commissioning at site, on-site warranty for a period of 5 years from the date of commissioning)		
1	CPU	64 bit, Two Core, x86 Processor @ 3 GHz and above, 4MB L3 Cache, Memory Support DDR3. The Processor should be fully binary compatible to 32-bit applications.
2	Motherboard	AMD 880G/Intel H55 or better on OEM Motherboard
3	Memory	2 GB DDR3 RAM
4	Hard Disk Drive	500 GB SATA, HDD (7200 rpm)
5	Monitor	OEM 18.5" TFT Monitor with TCO 05 Certification.
6	Keyboard	OEM 107 Keys or higher Mechanical Keyboard
7	Mouse	OEM Optical Mouse with Mouse Pad (with USB Interface).
8	Ports	1 Parallel, 1 Serial, 4 USB 2.0 Ports (with 2 USB in front side of the cabinet)
9	Cabinet	Minitower
10	Optical Disk	22X or higher DVD Writer
11	Networking features	10/100/1000 Mbps Onboard Ethernet Network Interface
12	Operating System	Pre-Installed Windows 7 Starter Edition.(This would be the base Operating System)
13	DMI	DMI 2.0 Compliance and Support
14	Power Management	System with Power Management features and Desktop Management Interface implementation
15	Preloaded Software	Latest Antivirus Software preinstalled and in CD media with matching contract period as of system to take care of all latest viruses)
16	Drivers for different Operating Systems	Drivers and diagnostic utilities should be made available in optical media
17	Warranty	5 years onsite comprehensive warranty support including antivirus updates
18	Networking Rack & accessories for structured LAN	19" / 9U Rack with suitable patch panels and patch cords with 16/24 Port Managed Switch as per the requirement to be use for structured LAN cabling(switch, rack,patch panel, patch cord ,I/O box and conduit ) with Standard CAT5e/CAT6 fax.
19	Laser Printer	Resolution mono 600x600dpi, Paper size A4, Printing speed 22 PPM , 1 USB Port (with supply & maintenance of all consumables) ,Memory-8 MB, Processor-266 Mhz
20	Modem	Broadband Modem and Connection ( Fixed IP)
21		5 KVA ( per 10+1 machines), on-line, 60 minutes full load backup time with SMF battery and its integration with power out lines for Computers and peripherals

#### **B. SOFTWARE Requirement Per School**

1	Server Software	1. MS Windows Server 2008 R2 Std. Edn. OLP Academic with 1 media per school with one replicated media. 2. Windows Server CAL Per device CAL OLP-10/20/30
2	Desktop Software	MS Office Professional Plus 2010 License/SA MVL-PIL Academic-11/21/33 nos per school along with one replicated media

		per school. Windows 7 Professional upgrade License/SA MVL-PIL Academic-11/21/33 nos per school along with one replicated media per school. Visual Studia 2010 Professional License/SA MVL-PIL Academic-11/21/33 nos per school along with one replicated media per school.
3	Educational Software	All Educational Softwares will be provided by the Bidder and will be approved by the directorate

**C. D.G sets:-**

- 1) D.G set having ISO-9001: 2000& ISO-14000 certification.
- 2) Fuel to be used for D.G sets should be either Diesel or petrol.
- 3) Generator with required output rating operating on single phase with automatic starting with in one minute of power failure and a change over switch.
- 4) The contractor should connect the power supply from DG set to AMF panel containing protective devices (low voltage / High voltage / Over current/ earth leakage) and automatic switching between DG supply and power supply as per the approved plan of Electrical Inspectorate. The panel is also to be supplied by the contractor.
- 5) The out put voltage of D.G set should vary within the specified limits of Plus or Minus 10%.
- 6) Fuel tank with pipe line valve to store sufficient capacity of fuel for Fifteen days Equivalent to 60 hours of running.
- 7) He should get approval from concerned authorities

<b>GENERAL SPECIFICATIONS REQUIREMENTS FOR 7.5 KVA SILENT SINGLE PHASE DG SET (per 10+1 machine)</b>		
<b>A.Engine</b>		
Type	4-stroke	
BHP	Minimum 16 HP	
Ignition System	Compression	
Governor	Mechanical with A-1 Class governing as per IS 10001 & BIS certified	
Speed	1500 rpm	
Cooling System	Air/Water cooling	
Starting system	12 V DC	
Stopping system	Both manual through lever and automatic through push Button	
Overload conditions	Capable of providing 10% overload for one hour for every 11 hours of continuous running at full load	
Fuel for running	Diesel	
Fuel Level Indicator	Yes	
Compliance	IS:10001 or BS: 5514	
<b>B.Generator Alternator</b>		
Minimum desired current output	7.5 KVA, 31.3 Amps	
Voltage at desired current output	240+/- 5%	
Rated frequency	50 Hz+/- 1%	
Power factor	0.8 lagging	
Phase	Single	
Type	Brush type or brush less type with the VG grade of voltage Regulation	
Protection	Screen protected drip proof with IP 21 degree of protection as per IS : 4691/85	
Coupling	Directly coupled	

	Compliance	IS:13364 (part 1) 1992
<b>C. Mounting</b>		
	Mounting	Both engine and alternator should be mounted on the same platform with high quality anti-vibration mounting pads.

**Details of the Proposed DG Sets for Which Bid Has Been Submitted By The Contractor.**

Sl No

PARTICULARS .....KVA

DG SET

.....

KVA

DG SET

1. BRAND NAME OF DG SET
2. MANUFACTURERS NAME AND ADDRESS
3. POWER CAPACITY
4. FUEL TYPE
5. SPEED
6. WHETHER THE BIDDER IS THE GENERATOR / ELECTRONIC ENERGY METER MANUFACTURER
7. GENERATOR POWER
8. GENERATOR POWER FACTOR
9. FUEL CONSUMPTION PER UNIT OF ELECTRICITY
10. OIL CONSUMPTION PER UNIT OF ELECTRICITY
11. UNIT COST (B &C) CHECKS
12. ANNUAL COST FOR RUNNING THE D.G SET FOR 220 DAYS ASSUMING THAT THE D.G SET IS WORKING FOR 4 HOURS PER DAY ( THIS COST SHOULD EXCLUDE A.M.C CHARGES AND FIXED CHARGES
13. OTHER TECHNICAL DETAILS

NOTE: Fill in separately for different KVA DG sets as per above details and for different options.

Place:

Date: Signature and Seal of the Bidder

**Details of Implementation including time schedules, staffing, management of system and ensuring delivery of products and services**

SI No	Service	Service level	Performance metric	Penalty
Attendance of Staff				
1	Instructor at Training center	Attendance at the district center	At least one instructor available on all working days. One day of absence for one of the instructor in month	Rs. 50/- per day per instructor for non-availability of instructor limited to one week. More than one week Rs. 150/- per day. After 2 weeks Rs. 300/- per day.
2	Computer assistant in Schools and instructor in each school	Attendance in schools, Installation and maintenance of Software and Hardware, Assist Teachers while teaching in computer lab classes in schools.	Attendance on all working days.	Rs. 100 per day for the non availability of the assistant in the school. Rs. 100 per day for the non availability of the instructor in the school
3	Teachers Training	Training course in the district center in a month	At least one teacher per school trained within 1st six months	Rs. 1,000 per teacher left for reasons attributable to operator
4	Teachers Training	Training course in the district center in a month	3 teachers trained in all the schools within the year	Rs. 1,000 per teacher left for reasons attributable to operator
5	Teachers Training	Effectiveness of Training	80% of trainees to reach satisfactory level in a exam conducted by the agency/any other agency nominated by HRD	Rs. 200 for each failure if failure more than 20 %
6	Teachers Training	Availability of adequate copies of training material	One copy for each trainee and 5 extra copies for the district center available 1 week prior to the start of training program	Rs. 1,000 for each copy
7	Availability of Computers	System Uptime	All the equipment in the Computer Lab should be up on all working days from 10:00 AM to 4:00PM	Rs. 500/per hour for non-availability of one equipment
8	Availability of uninterrupted Power supply	Availability of power during working hours	Uninterrupted Power supply during working hours i.e. 10:00 AM to 4:00PM	Rs. 100/- per hour of downtime
9	Availability of consumables	Availability in each location	Supply of consumables for a minimum of 7 days to be maintained at each location in advance.	Rs. 100/- for each day on non-availability of consumables.

**Acceptance Of Implementation Schedule**

Details of Implementation including time schedules, staffing, management of system and ensuring delivery of products and services

To  
The DSEL

Sir,

We M/s..... (Name of the bidder) here in after called " the Contractor " have furnished the bid for supply of computer Hardware etc: providing the Computer Education Services and Annual Maintenance contract for a project period of five years including the Guarantee / Warranty period in ..... (No. of Schools) in..... ( Districts) of Jharkhand do here by agree to the implementation schedule of the said project of commissioning of system and commencement of lessons will be completed within 45 days from the date of this contract, failing which C.E.O., JAPIT, herein after called (the DSEL) may at his discretion reject and cancel the contract agreement.

Yours faithfully,

Place:

Date:

Signature & Seal of the Bidder.

## **Details of support system for maintenance , repair, monitoring and supervision of project implementation**

### **Manageability and Support:**

Schools are generally not equipped with personnel well versed in the maintenance and upkeep of ICT or electrical equipment. Dependence on outside support also leads to recurring expenses, delay in repair, down time of equipment. Nonavailability of infrastructure reduces teacher confidence in technology. A system of management and support of the total system is therefore an essential part of the infrastructure design.

**Outsourcing maintenance :** An annual maintenance contract with a service agency is the most common form resorted to. This may become unreliable in far flung areas (for example rural places far removed from cities). Where the ICT infrastructure is supported or run by a BOOT agency, an expectation for a resident engineer/technician, well versed in all aspects of day-to-day repair and maintenance of the infrastructure should be incorporated into the agreements. Telephonic or e-mail based support to such engineers from the vendor/service agency must be ensured.

**Remote service support :** Major manufacturers of ICT equipment, particularly computers have online service support mechanisms, whereby service engineers can connect to computers online and rectify most software faults, diagnose and report hardware faults and suggest mechanisms for replacement or repair. Designing provisions for and entering into appropriate agreements for such support will ensure maximising the use and longevity of the ICT infrastructure.

**Extending Warranties :** Comprehensive onsite warranty is provided for hardware. While computers are normally covered for three years, accessories and peripherals like printers, scanners or projectors and spares are covered for one year. Manufacturers have developed models of extension of warranties. Keeping in view the life time of this infrastructure and absence of a refresh (replacing older or non-functional equipment with newer ones regularly) mechanism, working out appropriate state level agreements with manufacturers for maintenance support for extended periods will be desirable. While developments and advances in technology may necessitate upgradation earlier, typical life of ICT equipment can range from five to seven years.

**Software related issues:** A wide majority of break downs or faults can be attributed to software related issues. Corruption of files, cluttering of data on hard disks, and virus attacks lead to slowing down, and

sometimes, break down of the computer. Repeated freezing (also referred to as hanging) of the Operating System necessitates forced shutting, which in turn leads to instability or even breakdown in the operating system. This not only results in data loss but also necessitates re-installation of the Operating System and other software applications at great expense of time and effort. A regular system of cleaning of all computers and education of the user in safe handling of computers will help avoid problems. Virus scanner software are constantly updated to help protect from newer and newer viruses. These upgrades (referred to as patches) are regularly released online. Access to the internet, regular downloading and patching of virus scans, and scanning of all storage devices (hard disks and memory sticks) is a must. Firewalls can be used to protect computers from unauthorised access and data. Educating all users on protection from viruses and safe practices to avoid virus transmission is essential. As timely action is very important, constant vigil and reporting mechanisms will have to be established.

Updates and patches for operating system and other software applications are also released regularly. Downloading these and patching the software to keep it up to date is also essential to ensure smooth functioning of all the equipment. Thin clients and virtual computers reduce maintenance tasks to the server alone. All software and virus protection tasks need to be carried out on the server alone.

**Fire Safety:** With many electrical connections located in closed spaces, fire hazards will have to be taken care of. Adequate numbers of portable fire extinguisher (suitable for use in electrical fires) should be provided. All persons using the space have to be oriented to evacuating the space safely, operating the fire extinguisher and switching off equipment and electrical supply. A fire safety drill should be conducted regularly and the extinguishers checked and serviced.

**Check list of certificates / documents required for the technical proposal**

Sl No	Documents	Yes or No
1	The cost of Tender Document by way of crossed DD for Rs.1,000 (Rupees thousand) one those bidders, who have downloaded the bid documents. The bidders, who have purchased the bid document need to submit a copy of the receipt,	Yes / No (Attach the Proof)
2	Bid Security amount by the modes specified in clause 7 (ii) of Section II of this document. ( I,e Rs. 50,000/-) as per Bid Form II	Yes / No (Attach the Proof)
3	Proposal covering letter	Yes / No (Attach the Proof)
4	Attested copies showing the legal status, place of registration and principal place of business of the firm.	Yes / No (Attach the Proof)
5	Attested copies of documents showing that the firm had an average turnover of Rs. 5 Crore per Year related to computer education and teachers training Services in past three years Viz. 2008-2009, 2009-2010 and 2010-2011	Yes / No (Attach the Proof)
6	The bidder will provide their existing tie-ups with reputed manufacturers of hardware and peripherals / UPS / Generator or any other device for uninterrupted power supply and provide an authorization from OEMs and undertaking that all the equipment supplied for this project will have ISO 9001:2000 certification.	Yes / No (Attach the Proof)
7	Attested Copies of Sales tax / Service Tax /VAT Registration and latest Sales tax / Service Tax /VAT returns filed in the financial year 2010-11.	Yes / No (Attach the Proof)
8	Attested copies of acknowledgement of latest Income tax return filed in the last 03 Years Viz. 2008-2009 ,2009-2010 and 2010-2011	Yes / No (Attach the Proof)
9	Attested copies of Audited financial Statements for last 03 years.Viz. 2008-2009 ,2009-2010 and 2010-2011	Yes / No (Attach the Proof)
10	Details of the Organization as per Bid form -VII including list of Technical employees	Yes / No (Attach the Proof)
11	Details of Number of Training Centres run by the bidder in Meghalaya or in any other States as per Bid Form-VIII	Yes / No (Attach the Proof)
12	Details of Number of years of experience in providing Teachers'	Yes / No

	Training in ICT as per Bid form-IX.	(Attach the Proof)
13	Bid form as per Bid Form- I.	Yes / No (Attach the Proof)
14	Statement of past performance as per Bid Form IV.	Yes / No (Attach the Proof)
15	Format of Acceptance of Implementation schedule as per Bid Form V.	Yes / No (Attach the Proof)
16	Undertaking as per Bid Form VI.	Yes / No (Attach the Proof)
17	Documents showing that the Bidder has proven curriculum development experience in Computer Education.	Yes / No (Attach the Proof)
18	Details of all Hardware as per proposed specification (Bidder should also mention the brand of hardware)	Yes / No (Attach the Proof)
19	Details of the proposed D.G. sets to be supplied by the Bidder as per Bid Form XI.	Yes / No (Attach the Proof)
20	Documentary evidence of having a well established and proven methodology of conducting teachers training of government school in the last three years	Yes / No (Attach the Proof)

**Appendix –V**

**Price Proposal for the project**

**FINANCIAL BID (PRICE QUOTATION)**

*(To be sealed in a separate envelope)*

Name of the Tenderer (Company/Firm):

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Address for Correspondence:

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**Formats for Submission of Price Proposal from Bidders**

**The Director  
School Education & Literacy  
Meghalaya, Shillong**

Dear Sir / Madam

We have understood the instructions and terms and conditions mentioned in the BID DOCUMENT and have thoroughly examined the BID DOCUMENT and are fully aware of the scope of work required. We are hereby submitting our “Financial Proposal” as per prescribed format. The amount quoted for the Proposal bid submitted is attached with this letter. Taxes would be inclusive.

**For and behalf of:**

**Signature with Seal:**

**Time**

**Place**

## **Financial Assumptions**

### **XII -Assumption made by the Bidder**

Assumption made by the Bidder on the basis of which rates have been quoted towards supply and installation of computer Hardware etc: providing of Computer Education services and Annual Maintenance contract for the project period of five years including Guarantee / Warranty period

Sl. No

Brief Description of supply of Equipment & Services to be Provided For schools having student strength upto 300 For schools having student strength 301-600

For schools having student strength >600

1. Cost towards supply of Computer Hardware
2. Cost towards supply of Furniture.  
Tables  
Chairs  
Fans & Tube lights
3. Cost towards supply of Computer peripherals
4. Cost towards supply of U.P.S.
5. Cost towards supply of Generators/any other device for uninterrupted power supply
6. Salaries to trainers per month
7. Training Cost per Teacher per week
8. Telephone Charges per month
9. Internet Charges per month
10. Electricity charges per month
11. Computer Stationery and consumables per month
12. Miscellaneous charges and cost towards insurance of computer Hardware, etc.
13. Fuel charges towards running of Generators /any other device for uninterrupted power supply per month
14. Annual Maintenance contract charges for the project period of five years in EQI per quarter. Quantum of discount for educational use offered by Hardware suppliers taken into consideration.
  - (a) Microsoft
  - (b) Intel
  - (c) Cisco
  - (d) Others

Bid validity period:

Place : Signature

Date : Name and address of the Bidder with seal

**Detailed Breakup of prices for Infrastructure Components including Installation and Commissioning**

To

The DIRECTOR,

SEL, Shillong

Sir/Madam,

Having examined the tender documents number \_\_\_\_\_ dated \_\_\_\_\_ the receipt of which duly acknowledged. We the undersigned, offer to quote the rates towards

- (a) Provide computer hardware, software and connected accessories in 241 secondary schools in Meghalaya and provision of services as per the Scope of work given in this tender document within the time specified and in accordance with the terms and conditions.

<b>SI No</b>	<b>Particulars</b>	<b>Rate Quoted (in Rs)</b>
<b>A</b>	<b>B</b>	<b>C</b>
1	<b>a) Computers Hardware</b>	
	<b>b) Software</b>	
	<b>c) Non-Technology Infrastructure</b>	
2	<b>Appointment and Training of Instructors</b>	
3	<b>Development of E-contents as per MBOSE syllabus</b>	

**Conditions:**

- a. Financial Bid should only indicate prices without any condition or qualification whatsoever.
- b. Total price per computer hardware & software inclusive all taxes & all other charges (FOR schools, should be given in Column C.
- c. The price quoted should be inclusive of all taxes.
- d. Bidders should express the price of their product in Indian currency only.
- e. The Tender is valid for a period of 120 days from the date of opening of First envelope.
- f. The rate should not be provided as a percentage figure.
- g. The consolidated rate should include all govt. and any other levies (e.g. Service Tax etc.)
- h. The tenderer is advised to quote rate in absolute Indian Rupees.
- i. The rate quoted will be valid for 120 days. The period can be extended with mutual agreement.
- j. No condition will be entertained and conditional tender will be liable to be rejected
- k. The tenderer must bid for all the schools in the range(s) irrespective of their location within that range(s). Partial bidding would disqualify the tenderer.
- l. Hardwares mentioned in tender are mostly brand neutral, but the tenderer will indicate the make & model, in following table, so that their performance eligibility could be assured as per specifications mentioned in this tender.

(Signature with seal / stamp of the company)

Name:

Designation:

**Detailed break up of prices for ICT Components**

**COST BREAK UP – FINANCIAL**

<b>Sl No</b>	<b>Item</b>	<b>Rate Quoted (in Rs)</b>
	Capacity Building for at least 320 Teachers	
	Content Development / Learning Materials Development, CAL software development	
	Manpower for the project	

## **Recurring items and their Costs**

Sl no	Service	Service level	Performance metric	Penalty
<b>Attendance of Staff</b>				
1	Instructor at Training center	Attendance at the district center	At least one instructor available on all working days. One day of absence for one of the instructor in month	Rs. 50/- per day per instructor for non-availability of instructor limited to one week. More than one week Rs. 150/- per day. After 2 weeks Rs. 300/- per day.
2	Computer assistant in Schools and instructor in each school	Attendance in schools, Installation and maintenance of Software and Hardware, Assist Teachers while teaching in computer lab classes in schools.	Attendance on all working days.	Rs. 100 per day for the non availability of the assistant in the school. Rs. 100 per day for the non availability of the instructor in the school
3	Teachers Training	Training course in the district center in a month	At least one teacher per school trained within 1st six months	Rs. 1,000 per teacher left for reasons attributable to operator
4	Teachers Training	Training course in the district center in a month	3 teachers trained in all the schools within the year	Rs. 1,000 per teacher left for reasons attributable to operator
5	Teachers Training	Effectiveness of Training	80% of trainees to reach satisfactory level in a exam conducted by the agency/any other agency nominated by HRD	Rs. 200 for each failure if failure more than 20 %
6	Teachers Training	Availability of adequate copies of training material	One copy for each trainee and 5 extra copies for the district center available 1 week prior to the start of training program	Rs. 1,000 for each copy
7	Availability of Computers	System Uptime	All the equipment in the Computer Lab should be up on all working days from 10:00 AM to 4:00PM	Rs. 500/per hour for non-availability of one equipment
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9	Availability of consumables	Availability in each location	Supply of consumables for a minimum of 7 days to be maintained at each location in advance.	Rs. 100/- for each day on non-availability of consumables.

## Appendix –VI

### Evaluation

The following criteria can be used to evaluate the Bids as per the QCBS methodology

#### A. Organizational strength

SI No	Criteria	Point System	Maximum
1	Bidder should be an established IT Company and should have been in the business for a period exceeding three years as on date	Above 10 years = 5 6 - 9 years = 3 3 – 5 years =2	5
2	Capacity Building Work undertaken in Meghalaya.	Yes = 5 No = 0	5
3	Experience of having executed at least 2 projects with combined value not less than Rs200 Lakhs ingovt. sector.	More than 2 projects= 10 2 projects = 5	10
4	The Bidders should at least have successfully developed content in any regional language and must have software development experience(including Multimedia,Web Design, Web Portal,etc)	More than 2 regional language = 10 1 - 2 regional language =5	10
5	The bidder should posses workforce with specialization in Training and content Development	>50 Developers = 10 1 – 50 Developers = 5	10
1	Proposed Solution	Marks to be Awarded	10
2	Product Scalability	On the basis of Solution	10
3	Project Plan (Implementation Strategy cum Methodology)	Offered: 1. Meeting Requirement	20
4	Core Project team including number and Quality of persons purposed for operations	2. Scalibility of the offered solution. 3. Any suggestions &value addition in the offered solution	10
5	Training Plan		10
	<b>TOTAL POINTS</b>		<b>100</b>

The Name of Bidder, Bid Prices, Discount, etc. will be announced at the meeting.

The Commercial scores will be calculated as

$$F_n = F_{\min} / F_b * 100, \text{ Where}$$

$F_n$  = Normalized financial score of the bidder under consideration

$F_b$  = Evaluated cost for the bidder under consideration

$F_{\min}$  = Minimum evaluated cost for any bidder

### **Evaluation of Bid – Final Evaluation**

The overall score will be calculated as follows:-

$$B_n = 0.70 * T_n + 0.30 * F_n, \text{ Where}$$

$B_n$  = overall score of bidder under consideration

$T_n$  = Technical score for the bidder under consideration

$F_n$  = Normalization financial score of the bidder under consideration.