



ODISHA COMPUTER APPLICATION CENTRE

**REQUEST FOR PROPOSAL**

Eng.No.-PT1-OCAC-SEGP-INFRA-0003-2024-26014

Odisha Computer Application Centre (OCAC) invites Request for Proposal (RFP) for Selection of Agency for implementation of 1128 ICT LABs for Odisha Adarsha Vidyalayta Sangathan, School and Mass Education Department, Govt. of Odisha. For details please visit websites [www.ocac.in](http://www.ocac.in) & [www.odisha.gov.in](http://www.odisha.gov.in).

The bid shall be submitted in electronic mode only in the portal <https://enivida.odisha.gov.in> latest by **10.03.2026, 2:00 P.M.** OCAC reserves the right to accept/reject any/ all bids without assigning any reason thereof.

General Manager(Admin), OCAC, Plot No.-N-1/7-D, Acharya Vihar, P.O.-RRL, Bhubaneswar-751013, Ph.-2567280/ 2567064/2567295

# REQUEST FOR PROPOSAL (RFP)



**RFP ENQUIRY No. - PT1-OCAC-SEGP-INFRA-0003-2024-26014**

**Date: 18.02.2026**



## **ODISHA COMPUTER APPLICATION CENTRE**

[Technical Directorate of E & I.T. Department, Government of Odisha]

N-1/7-D, Acharya Vihar, P.O. - RRL, Bhubaneswar-751013

EPBX: 674-2567280/2567064/2567295/2567283

Fax: +91-674-2567842

Website: [www.ocac.in](http://www.ocac.in)

(RFP RESPONSE TO BE SUBMITTED IN e-TENDER MODE ONLY THROUGH  
PORTAL (<https://enivida.odisha.gov.in>))

## **DISCLAIMER**

OCAC is the Tender inviting authority for this tender.

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

This RFP document is not an agreement and is not an offer or invitation by OCAC or its representatives to any other party. The purpose of this RFP document is to provide interested parties with information to assist the formulation of their Proposal. This RFP document does not purport to contain all the information each Applicant may require.

This RFP document may not be appropriate for all persons, and it is not possible for OCAC, their employees or advisors to consider the investment objectives, financial situation and particular needs of each entity/bidder who reads or uses this RFP document. Certain bidders may have a better knowledge of the proposed Project than others. Each applicant should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFP document and obtain independent advice from appropriate sources. OCAC, its employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the RFP document.

OCAC may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.

## **Acronyms and Glossary of Terms**

<b>Acronyms / Abbreviations</b>	<b>Description</b>
OCAC	Odisha Computer Application Centre
EMD	Earnest Money Deposit
IT	Information Technology
LD	Liquidated Damages
LOI	Letter of Intent
OEM	Original Equipment Manufacturer
OS	Operating System
SLA	Service Level Agreement
UAT	User Acceptance Test

### **Important Dates & Information**

<b>Information</b>	<b>Descriptions</b>
Bid Inviting Authority	Odisha Computer Application Center (OCAC) (Technical Directorate of IT Department, Govt. of Odisha)
Correspondence Address	The General Manager (Admin) Odisha Computer Application Centre ( OCAC) (Technical Directorate of I.T. Dept, Govt. of Odisha) N-1/7-D, Acharya Vihar, P.O.- RRL, Bhubaneswar - 751013
RFP Name	RFP for Selection of Agency for Supply, Installation, Commissioning & Maintenance of 128 nos. of Computer Laboratories for Odisha Adarsha Vidyalaya Sangathan (OAVS).
RFP Reference No and Date	PT1-OCAC-SEGP-INFRA-0003-2024-26014, Date: 18.02.2026

Selection of Agency for Supply, Installation & Commissioning of Computer Laboratories for Odisha Adarsha Vidyalaya Sangathan (OAVS)

Non-Refundable RFP Document Fee	<p><b>₹11,200/-</b> (Rupees Eleven Thousand and Two Hundred Only, Inclusive of 12% GST) in the form of a Demand Draft (DD) drawn from any Scheduled Bank in favour of "Odisha Computer Application Centre", payable at Bhubaneswar, or Paid online through the OCAC e-Tender Portal (<a href="https://enivida.odisha.gov.in">https://enivida.odisha.gov.in</a>) or transferred online through NEFT only to the following account: -</p> <p>Bank Name: Union Bank of India  Branch: Acharya Vihar, Bhubaneswar  Account Name: Odisha Computer Application Centre  Account Number: 149311100000195  IFSC Code: UBIN0814938</p> <p><b>In case of online transfer of the RFP document fee, the firm must mention the RFP Enquiry Number, Firm Name, Amount Transferred, Transaction ID and GST details while submitting the pre-bid queries to the mail id mentioned in the RFP.</b></p> <p><b>Bidders are requested to submit their queries via email (only one email ID per bidder shall be permitted for submission), strictly in the format prescribed in the RFP and in Excel format only. Queries submitted in any other format shall be rejected. If same bidder submits the query in multiple mail ids, then the bidder's query will be rejected.</b></p>
Availability of Bid Document in the websites: <a href="http://www.ocac.in">www.ocac.in</a> , <a href="http://www.odisha.gov.in">www.odisha.gov.in</a> & <a href="https://enivida.odisha.gov.in">https://enivida.odisha.gov.in</a>	18-02-2026 To 10-03-2026 at 03:00 PM
Last date for submission of queries by Bidders	21-02-2026 by 06:00 PM
Date and Time of Pre-bid Conference	24-02-2026 at 12:30 PM
Pre-bid Conference Web-link	<p>The web-link for the pre-bid conference will be shared via email to the prospective bidders who have submitted their pre-bid queries along with the non-refundable RFP document fee within the deadline specified in the RFP document.</p> <p><b>Queries submitted after the deadline with non-refundable RFP document fee shall also not be entertained by OCAC.</b></p>

Selection of Agency for Supply, Installation & Commissioning of Computer  
Laboratories for Odisha Adarsha Vidyalaya Sangathan (OAVS)

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Issue of Corrigendum (if Required)	27-02-2026
Last Date and Time for Submission of Bid Document	10-03-2026 by 03:00 PM
Date and Time of opening of Pre-Qualification Bids & Technical Bids	10-03-2026 at 04:30 PM
Opening of Commercial Bid	To be informed

## 1. Fact Sheet

This Fact Sheet comprising important factual data of the tender is for quick reference of the Bidder.

Clause Reference	Topic
<b>The Proposal</b>	Odisha Computer Application Centre (OCAC) invites RFP for Selection of Agency for Procurement, Supply, Installation & Commissioning of 128 Nos of Computer Laboratories for Odisha Adarsha Vidyalaya Sangathan (OAVS).
<b>Method of Selection</b>	Least Cost Selection (LCS) or L1 method for bidder selection, where the bidder offering the lowest cost (L1) is awarded the contract.
<b>Earnest Money Deposit (EMD)</b>	The bidder is required to submit Earnest Money Deposit (EMD) amounting to ₹1,00,00,000/- (One Crore Only) in shape of Bank Draft (BD) / Bank Guarantee (BG) in favour of Odisha Computer Application Centre, Bhubaneswar or Bank Guarantee issued from any of the Scheduled Banks as per the prescribed format in this RFP.
<b>Performance Bank Guarantee (PBG)</b>	Performance Bank Guarantee (PBG) @ 3% of the cost of project from any Nationalized /Scheduled Commercial Bank in the prescribed format in favor of the Odisha Computer Application Centre shall be submitted by the successful bidder within 30 days of issue of work order.
<b>Time Period For Completion of Work</b>	Selected Bidder is expected to complete the entire work within 16 weeks as mentioned in the scope of work of this RFP.
<b>Language</b>	Bid must be prepared by the Bidder in English language Only
<b>Currency</b>	The bidder should quote in Indian Rupees only. The total price inclusive of taxes and duties will be considered for evaluation. So, the bidder must mention the base price and the tax component separately.
<b>Validity Period</b>	Proposals/bid must remain valid minimum for 90 days from the last date of bid submission.
<b>Bid to be submitted on or before last date of submission at:</b>	The proposal must be submitted to: The General Manager (Admn.) Odisha Computer Application Centre (OCAC) OCAC Building, Plot No.-N-1/7-D, Acharya Vihar Square, RRL Post Office, Bhubaneswar-751013 (INDIA) Proposals must be submitted on or before- <b>10-03-2026 by 03:00</b> PM through electronic mode only, i.e., <a href="https://enivida.odisha.gov.in">https://enivida.odisha.gov.in</a>

## 2. Invitation for Bids

Odisha Computer Application Centre (OCAC) invites bids from eligible bidders who have the necessary qualifications for Supply, Installation and Commissioning of Computer Laboratories for Odisha Adarsha Vidyalaya Sangathan (OAVS) as per the "Scope of Work" described in this RFP.

The Bid document has been published in the official website of OCAC [www.ocac.in](http://www.ocac.in), <https://enivida.odisha.gov.in> and <http://www.odisha.gov.in>. The tender advertisement has also been published in leading newspapers for wide circulation. Bidders are requested to go through the Bid document carefully and participate in the bidding process with all necessary details as required.

This RFP is issued by OCAC, which is the sole point of contact during the selection process. The Nodal Officer responsible for entire process is General Manager (Admin).

## 3. Background Information

Odisha Adarsha Vidyalaya Sangathan (OAVS), a society under Society Registration Act-1860 of Odisha, under the Vidyalaya and Mass Education Department of Government of Odisha has been established on the 19th day of September 2015. This ambitious project of the Government of Odisha, aims to establish English Medium Vidyalayas with CBSE affiliation and with state of art building with all amenities at each of the 314 Blocks of Odisha.

The purpose of this RFP is to establish the Computer Laboratories uniformly in all 128 LABs of Odisha Adarsha Vidyalaya Sangathan (OAVS), under Department of School & Mass Education, Govt., of Odisha as per the list mentioned in this RFP by adopting the Thin Client technology. This RFP is issued by OCAC, which is the sole point of contact during selection process. The officer responsible for entire process is **General Manager (Admin)**. The purpose of this RFP is to provide the bidders with required information to enable them to prepare and submit the proposal to Supply, Installation & Commissioning of Computer Laboratories in 128 numbers of Odisha Adarsha Vidyalaya Sangathan (OAVS). The school's list is enclosed in this RFP.

## 4. Requirement, Scope of Work, Deliveries & Timelines

Odisha Computer Application Centre (OCAC) with Head Office at Bhubaneswar proposes to invite Request for Proposal (RFP) from the eligible bidders to Procure, Supply, Install & Commission of Computer Laboratories for 128 numbers of Odisha Adarsha Vidyalaya Sangathan (OAVS). This includes procurement, supply, installation, commissioning and operation support of Computer Laboratories for a period of five (5) years. The purpose of this RFP is to select a bidder to supply, installation and commissioning of Computer Laboratories for Adarsha Vidyalayas for a period of five (5) years.

### 4.1 Detailed Requirement under this Project

- a) Procurement, Supply and Installation of Furniture, Rack/Cup-board/Almirah for computer laboratories.
- b) Electrification work of the computer laboratory as per the requirement.
- c) Procurement, Supply and Commissioning of LAN equipment.
- d) Procurement, Supply and Commissioning of Networking equipment.
- e) Procurement, Supply and Commissioning of power back-up equipment.
- f) Procurement, Supply and Commissioning of fire-extinguishing equipment.
- g) Procurement, Supply and Commissioning of Access Points equipment.
- h) Procurement, Supply and Commissioning of Desktop.
- i) All the software and hardware required to meet the required functionalities should be supplied by the selected bidder.
- j) Training at schools for the day-to-day operation management of the system.
- k) The product specifications are mentioned in detail in the **Annexure-3 under minimum technical specification**. Please refer to the same for required sizing. Bidder should propose products in order to comply the requirement.

### 4.2 Detailed Scope under this Project

- a.) Site survey & feasibility is to be undertaken for identification of the rooms at each Adarsha Vidyalayas for the establishment of Computer lab.
- b.) Setting up necessary infrastructure works at respective Adarsha Vidyalayas which includes site preparation work as per the requirement i.e. data/electrical cabling/points, setting up furniture for the student, provisioning of power back-up i.e., installation online UPS.
- c.) All necessary cables including electrical, data and any other accessories required for the project should be provisioned as per the industry standard.
- d.) Supply of any other items (like screws, clamps, fasteners, ties, anchors, supports, grounding strips, wires, termination kits etc.) required for installation are to be provided by the bidder.
- e.) Setting-up shared computing-based IT labs for computer education.

- f.) The Bidder shall ensure the safe delivery of the equipment up to the designated place of installation. Any transit insurance, labor, road permits etc., if required for the same, shall be arranged by the Bidder at no extra cost to OCAC.
- g.) Testing of the equipment commissioned and ensuring proper functioning at all levels.
- h.) The proposed solution should have latest technology features and standards.
- i.) Overall operation and management of the entire system for a period of 5 years.

#### **4.2.1 Warranty & Support**

- ✓ The Bidder should have the **Back to Back support agreement with OEM** till the completion of the 5 years onsite warranty period of the entire equipment to ensure the smooth functioning and to achieve the highest uptime on the offered solution.
- ✓ Advanced replacement of hardware.
- ✓ Software updates and upgrades at no cost to OCAC.
- ✓ On-site support from the Bidder.

#### **4.2.2 Training & Handholding**

- ✓ The Selected Bidder shall impart necessary hand holding & Training for effective usages of the equipment.
- ✓ The selected bidder shall conduct an onsite one full day training in each school to train on HW and SW operations, use and collect a training report with attendance.

### **4.3 Project Deliverables, Milestones & Time Schedule**

The milestones, deliverables and time schedule for the implementation of project shall be as follows: -

- a) The time specified for delivery and other activities as mentioned in the table below shall be deemed to be the essence of the contract and the successful bidder shall arrange supplies and provide the required services within the specified period.
- b) It should be noted that any delay in the project timelines shall attract Liquidated Damages to the Agency.

<b>Sl. No.</b>	<b>Activity / Mile stone</b>	<b>Delivery Schedule</b>
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<b>1</b>	Delivery of Equipment	<b>10 Weeks</b> from date of issue of purchase order to the Bidder
<b>2</b>	Installation, Configuration & Integration	<b>4 Weeks</b> from date of Delivery of Equipment
<b>3</b>	UAT, Sign-off & Training	<b>16 Weeks</b> from date of purchase order to the Bidder

**Note:** -Total time for completion of the contract / project is **16 weeks**.

#### 4.4 Service Levels and Penalty Terms

Service Level Agreement (SLA) shall form part of the contract between OCAC/Client Department and the Bidder. SLA defines the terms of the Bidder's responsibility in ensuring the timely delivery and the compliance to the Performance Indicators as detailed in this RFP document. The Bidder shall comply with Service Levels requirements to ensure adherence to timelines, quality and availability of services. OCAC shall have the right to expect the following service levels as also to impose penalty on Bidder on its failure to meet them as under: -

Sl. No.	Description	Service Level	Applicable Penalty
1.	Supply and complete acceptance testing for 100% of the ordered quantity at all locations of device(s) within 98 days of issuance of Work Order by the Department	Within 98 days	No Penalty
		98 to 154 days	0.5 % (the value of <b>undelivered</b> and / or not accepted quantity) per week or part thereof, for every subsequent week subject to a max of 8 weeks.
		> 154 days	The Contract shall be terminated and the PBG shall be forfeited.
2.	Resolution of any hardware or software issue related to the Device(s) during the maintenance period through helpdesk support.	Within 2 working days from the date of reporting of issue	No Penalty
		> 3 - 14 working days	The bidder shall provide temporary replacement of device(s) in which the issue has been reported. Failing to do so will attract penalty of Rs. 200 per day per reported device

		> 3 - 14 working days	Rs. 200 per day per reported device, maximum up to 60 days, post that the department shall reserve the right to terminate the contract and forfeit the PBG
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**NOTE: In case site not ready, penalty is not applicable to the SI. The bidder has to inform the same to OCAC and OAVS in due time for consideration of same.**

## 4.5 Helpdesk and Support

The Bidder shall be required to set up a centralized monitoring system with Helpdesk support and deploy an online tracking and Ticket Management Software with telephone number at Odisha Adarsha Vidyalaya Sangathan (OAVS) Bhubaneswar office and OCAC for logging issues and complaints from various stakeholders and resolving them in time bound manner.

The Bidder shall supply and deploy a tracking and teaching application to track the hardware / software and facilitate teachers to training using the application with grievance management tool to manage complaints.

The Bidder shall deploy adequate manpower including IT Coordinators/Operators, Resident Engineer, for every Thirty (32) Schools One (01) Resident Engineer and IT Managers who would provide day to day operation & management support.

Bidder shall deploy manpower at schools at field level (Resident Field Engineer). Minimum qualification for manpower shall be any graduate/diploma with good Computer, Hardware, Networking and communication skills (both Hindi, English & Odia) who can manage smart class hardware and software components on site and provide training, orientation as well as hand holding to different stakeholders. List of all Manpower to be submitted within 30 working days from the date of issuance of Work Order.

The successful bidder shall submit the manpower details along with their EPF number and other details to OCAC/OAV.

<b>Minimum Manpower Requirement</b>		
<b>Manpower</b>	<b>No of Persons</b>	<b>Qualifications</b>

IT Manager	01	Minimum Qualification: B.E. / B-Tech / MBA (IT) / MCA/MSc Computers.  Minimum Experience Required: - 5 Years of Extensive High-Level Professional Experience & Skills in the fields of IT Infrastructure Management / Program or Project Management in Govt. / PSU in India. Must have handled minimum one no of multi-location IT Infrastructure Project throughout the Project Life Cycle.
Central Helpdesk Support/IT Coordinators	02	Graduate in any discipline with proficiency in English, Hindi and Odia and shall have minimum 2 to 3 years and above experience in IT Support Service Centre.
Resident Field Engineer	04	Any Graduate/Diploma with minimum 1 to 2 years of experience in IT Hardware

For manpower deployment in the project, bidder must comply to the minimum Wages Act of Odisha and every manpower should be covered with EPF and ESIC /Insurance.

The minimum recommended salary should be: -

1. Monthly Salary of IT Manager: ₹30000.00
2. Monthly Salary of Helpdesk Support/IT Coordinators: ₹20000.00
3. Monthly Salary Resident Field Engineer: ₹18000.00

**Note:** In the commercial bid, the bidder must quote the manpower cost inclusive of TA, DA & Other additional service charges as per Industry Standard.

## 5. Pre-Qualification/Eligibility Criteria

Following table describe the pre-qualification criteria. A bidder participating in the bidding process shall possess the following minimum pre-qualification/ eligibility criteria. Any bidder failing to meet the stated criteria shall be summarily rejected and will not be considered for Technical Evaluation.

The Bidder or its OEM incorporated in a country sharing a land boundary with India cannot participate in this bid.

For all Hardware and Software purchase preference will be given to Make-In-India products as per Government of India Guidelines & undertaking by the bidder has to be submitted for MII products supply. Order No-P-45021/2/2017-B.E.-II dtd.16/09/2020

of Ministry of Commerce & Industry, Department for promotion of Industry and Internal Trade, Govt. Of India will be followed for allowing preference to MII local supplier.

The Bidder has to upload Manufacturer authorization: wherever Authorized Distributors are submitting the bid specific MAF/Certificate, details of the OEM - such as name, designation, address, email id and phone number – are required to be furnished for each product along with the bid. Data sheet for each product to be furnished with the Technical bid.

<b>Pre-Qualification</b>			
<b>Sl. No.</b>	<b>PQ Criteria</b>	<b>Description of the Criteria</b>	<b>Documents to be Submitted</b>
<b>1</b>	<b>Legal Entity</b>	The bidder must be a company registered in India under Indian Companies Act 1956/2013, since last 05 years as on 31st March 2025. The bidder must have GST registration & up-to-date Income Tax Return, PAN Number as on 31st March 2025.	a. Valid copy of certificate of incorporation and registration certificates. b. Copy of GST registration. c. Copies of relevant Certificates of registration Income Tax / PAN Number from the respective Government Department.
<b>2</b>	<b>Turnover</b>	The average annual turnover of the Bidder during the last 3 financial years ending with 2023-24 (i.e. FY 2021-22, FY 2022-23 & FY 2023-24 or 2024-25), should not be less than ₹120 Crores, out of which minimum ₹60 Crores from IT/ITeS/Education business (as per the last published audited balance sheets) incurred in India.	- Audited balance sheet - P&L Statement - CA Certificate
<b>3</b>	<b>Net Worth &amp; Profit</b>	The Net Worth of the bidder should not be negative and should not have eroded by more than 30% in the last (3) financial years i.e., FY 2022-23, FY 2023-24 & FY 2024-25.	Certificate from the Statutory Auditor

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<p><b>4(A)</b></p>	<p><b>Technical Capability-I</b></p>	<p>The bidder must have successfully undertaken at least the following numbers of similar assignments of value specified herein: -</p> <p>One project of similar nature in system integration, not less than the amount ₹40,00,00,000/- (Forty Crores Only)</p> <p>OR</p> <p>Two projects of similar nature in system integration) not less than the amount ₹30,00,00,000/- (Thirty Crores Only)</p> <p>OR</p> <p>Three projects of similar nature in system integration, not less than the amount ₹25,00,00,000/- (Twenty-Five Crores Only)</p> <p>"Similar Nature" is defined as Supply, Installation &amp; Commissioning of Smart/Digital/Virtual Classrooms /ICT Computer Labs which includes Hardware, Education Application Software/E-Content and other education services in Government/Semi Government/PSU Schools/Colleges/ Universities/Institutes in the last seven years. Purchase Order (PO) should be in the name of bidder only. Consortium Purchase orders will not be considered. All the components pertaining to Smart /Digital/Virtual Classrooms/ICT Computer Labs should be included in the PO".</p>	<p>Satisfactory Work completion certificates from the client + Copy of the Work order</p> <p><b>Annexure-13 &amp; 14</b></p>
<p><b>4(B)</b></p>	<p><b>Technical Capability - II</b></p>	<p>The bidder/vendor should have established LABs (ICT LAB/STEM LAB/PAL LAB) with minimum 4000 nodes in one or with multiple work orders in last seven years.</p> <p>The definition of a 'LAB' is defined as a facility consisting of at least 10 nodes.</p>	<p>Certification from the Order issuing Authorities (Govt./Semi Govt./PSU/Universities) along with the Purchase Order will be considered.</p> <p><b>Annexure-13 &amp; 14</b></p>
<p><b>4(C)</b></p>	<p><b>Technical Capability - III</b></p>	<p>The bidder must have trained minimum 1000 teachers under ICT Lab /Smart classroom project at Government or Semi-Govt. / PSU Schools/ Colleges in last seven years.</p>	<p>Satisfactory training completion certificates from the client mentioning the number of teachers trained.</p>

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<b>5</b>	<b>Quality Certification</b>	The bidder must possess a valid ISO 9001:2015 & ISO 20000-1:2018 Certifications.	Copies of the valid certificates.
<b>6</b>	<b>Blacklisting</b>	The bidder should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by any Government or PSU in India at any time during its operational tenure.	A notarized affidavit in 100/- stamp paper  <b>Annexure- 12</b>
<b>7</b>	<b>OEM Authorization</b>	<p>The bidder must attach Manufactures Authorization certificate specific to this tender &amp; Back-to-back support letter from major OEMs for providing Comprehensive support and services of the OEM"s product covered under the RFP as below:</p> <ul style="list-style-type: none"> <li>- Desktop Server</li> <li>- Thin Client</li> <li>- Laptop</li> <li>- Interactive Flat Panel</li> <li>- Printer</li> <li>- UPS</li> <li>- AI Enabled Tracking and Teaching Learning Application.</li> </ul> <p><b>Note:</b> The bidder must submit a valid OEM Authorization letter that includes the Name, Designation, Email ID, and Phone Number of the authorized signatory. OCAC reserves the right to verify the authenticity of the OEM authorization, if required.</p>	OEM MAF  <b>Annexure- 8</b>

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<b>8</b>	<b>OEM Quality Certificates</b>	All below mentioned certificates for major components for the solution to be		Relevant Copies Certificates from the respective OEMs.
		Interactive Panel	<ul style="list-style-type: none"> <li>• The IFP OEM should have supplied own brand IFP in India since last 10 years and must have an operational IFP manufacturing/assembly plant in India for a minimum period of 5 years.</li> <li>• ISO 9001, 14001, CE/UL/FCC, RoHS with Test Pass Report and BIS</li> </ul>	
		UPS	ISO 9001, ISO 14001, ISO 27001-2013, ISO 5001/50001.	
		Desktop Server & Laptop	<ul style="list-style-type: none"> <li>• RoHS, BEE/Energy Star.</li> <li>• BIS for monitor and laptop.</li> <li>• OEM ISO 9001, 14001 20001/27001.</li> </ul>	
		Thin Client	<ul style="list-style-type: none"> <li>• RoHS, BEE/Energy Star.</li> <li>• BIS for Thin Client</li> <li>• OEM ISO 9001, 14001 20001/27001.</li> </ul>	
<b>9</b>	<b>OEM Criteria for Desktop Server &amp; Laptop</b>	<p>OEM must be among TOP 5 in IDC in INDIA under Desktop Category and must have annual average turnover of 1000 crore in last five financial years.</p> <p>OEM of Desktop Server must have experience in supply of minimum 2000 Nos. of Desktop Servers in Govt./Semi-Government/PSU in last (5) years.</p>		OEM declaration letter with supporting Work orders/ Purchase Orders/ Signed Contracts and Relevant documents related all criteria mentioned.
<b>10</b>	<b>OEM Turnover for Thin Clients</b>	<p>OEM of thin client must be among TOP 5 in IDC in INDIA for Thin-client category in last 5 years, at least for 3 quarters. The average annual turnover of the thin client OEM for the last three financial years (i.e. FY 2022-23, FY 2023-24 &amp; FY 2024-25) shall be at least ₹200 Crore.</p> <p>OEM of Thin Client products must have experience in supply of minimum 5000 Nos. of Thin Clients in Govt./ Semi-Government/PSU in last (5) years.</p>		Relevant documents related criteria mentioned with PO copies.
<b>11</b>	<b>OEM Criteria for UPS</b>	The OEM should have ISO 9001:2015, ISO 14001:2015, ISO 45001 with BIS and RoHS certification and Should have supplied minimum 500 Nos of Online 5 KVA UPS in last 3 years as on date of bid submission.		Relevant documents related all criteria mentioned.

<b>12</b>	<b>Local Presence</b>	The bidder should have an office in Odisha. However, if the presence is not there in the state, the bidder should give an undertaking for establishment of an office, within one month of award of the contract.	Relevant Documents supporting office addresses/ Undertaking.
<b>13</b>	<b>EMD</b>	The bidder is required to submit Earnest Money Deposit (EMD) amounting to ₹1,00,00,000/- (One Crore Only) in shape of Bank Draft (BD)/Bank Guarantee (BG) in favour of Odisha Computer Application Centre, Bhubaneswar or Bank Guarantee issued from any of the Scheduled Banks as per the prescribed format in this RFP.	

### 5.1 Technical Evaluation Criteria

In order to facilitate the technical proposal evaluation, the technical criteria laid down along with the assigned weights have been presented in subsequent section. The marking scheme presented here is an indication of the relative importance of the evaluation criteria. Bidders securing a minimum of 70% marks in the technical evaluation will only be considered for further financial bid evaluation. Bids or Tenders which do not secure the minimum specified technical score will be considered technically non-responsive and hence debarred from being considered for financial evaluation.

<b>Evaluation &amp; Tabulation of Technical Score</b>			
<b>Sl. No</b>	<b>Description of the Parameters</b>	<b>Max Score</b>	<b>Supporting Document</b>
<b>1</b>	Bidder should have related annual average turnover of minimum ₹120 Crores during last three Financial Years i.e., FY 2022-23, 2023-24, 2024-25.  > ₹120 Cr to <= ₹170 Cr = 05 Marks > ₹170 Cr to <= ₹220 Cr = 08 Marks > ₹220 Cr Above = 10 Marks	10	Proof of Supporting Documents (as per Point#2 of Pre-qualification criteria)
<b>2</b>	Bidder's Quality Certification: -  - ISO 9001: 02 Marks - ISO 27001: 03 Marks - ISO 20000: 03 Marks - ISO 45000: 02 Marks	10	Proof of Supporting Documents

Selection of Agency for Supply, Installation & Commissioning of Computer Laboratories for Odisha  
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<b>3</b>	<p>The bidder must have executed at least one project in the last seven years ending with FY 2024-25, involving the supply and installation of Smart Classrooms/Digital Classrooms/Virtual Classrooms/ICT Computer Labs in a minimum of 1000 schools under Government, Semi-Government or PSU Schools/Colleges/Universities/Institutes.</p> <ul style="list-style-type: none"> <li>• 1000 to 1400 Schools - 05 Marks</li> <li>• 1400 to 1800 Schools - 07 Marks</li> <li>• 1800 Schools and above- 10 Marks</li> </ul>	10	Proof of Supporting Documents
<b>4</b>	<p>Experience of single project in supply and installation of Smart/Digital/Virtual Classrooms/ICT Computer Labs in Government/Semi Government/PSU Schools /Colleges/Universities/Institutes in the last seven years ending with FY 2024-25.</p> <ul style="list-style-type: none"> <li>- Single Order Between 40 to 50 Crores = 5 Marks</li> <li>- Single Order Between 51 to 75 Crores = 10 Marks</li> <li>- Single Order more than 75 Crores =15 Marks</li> </ul>	15	Proof of Supporting Documents
<b>5</b>	<p>Bidder's experience in teacher's training and must have trained minimum 1000 teachers under ICT/Smart classroom project at Government or Semi-Govt./PSU Schools/Colleges/Universities/Institutes in the last seven years ending with FY 2024-25.</p> <ul style="list-style-type: none"> <li>- 1000 to 1500 – 5 marks</li> <li>- 1501 to 2000 – 10 marks</li> <li>- More than 2000 – 15 marks</li> </ul>		Proof of Supporting Documents
<b>6</b>	<p>The bidder must have implemented minimum 300 numbers of Smart class/E-learning/ICT Lab in Govt./Govt. aided/PSU Schools/Colleges/Universities/Institutes geographically spread across India in the last seven years ending with FY 2024-25, PO should be in the name of bidder only. Consortium Purchase Orders will not be considered.</p> <ul style="list-style-type: none"> <li>• 1 Project - 3 Marks</li> <li>• 3 Projects - 5 Marks</li> <li>• More than 3 Projects - 10 Marks</li> </ul>	10	Proof of Supporting Documents
<b>7</b>	<p>The bidder must have implemented minimum 300 numbers of Smart class/E-learning/ICT Lab in Govt./Govt. aided/PSU Schools/Colleges/Universities/Institutes in the state of Odisha in the last seven years ending with FY 2024-25. PO should be in the name of bidder only. Consortium Purchase Orders will not be considered.</p> <ul style="list-style-type: none"> <li>• 300 to 600 locations in Odisha - 3 Marks</li> <li>• 600 to 900 locations in Odisha - 6 Marks</li> <li>• More than 900 locations in Odisha - 10 Marks</li> </ul>	10	Proof of Supporting Documents

<b>8</b>	<p>Presentation on the proposed solution capturing the major features:</p> <ul style="list-style-type: none"> <li>a) Understanding of the project (how the solution proposed is relevant to the understanding)</li> <li>b) Solution Proposal with detailed work-plan and methodology submitted along with the technical proposal.</li> <li>c) Proposed Mechanism of Monitoring, Ticketing &amp; Customized report generation.</li> <li>d) Implementation, Operation &amp; Maintenance Support plan with team structure.</li> <li>e) Operation &amp; Maintenance Support plan with team structure.</li> <li>f) Demonstration of advanced AI tools for teachers and students to manage lesson plan, work sheet, content curate, assessment, assignments, projects evaluation etc., as per NEP 2020 guideline.</li> <li>g) Demonstration of previously executed projects i.e., 'Tracking and Monitoring /Ticketing tool, incident tracking system, incident closure mechanism, AI tools in teaching and Learning, Tracking and control of both Windows and Android devices.</li> <li>h) Personal announcement from centralized location of schools to selected classrooms through text/voice/video notification in a specific schedule.</li> </ul>	20	Presentation before the committee members
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**Note: - All the bidders who secure a Technical Score of minimum 70 marks or more will be declared as technically qualified and are eligible for financial bid opening.**

## 6. Instruction to Bidders

### 6.1 General

- a) While every effort has been made to provide comprehensive and accurate background information and requirements and specifications, Bidders must form their own conclusions about the solution needed to meet the requirements. Bidders and recipients of this RFP may consult their own legal advisers with regard to this RFP.
- b) All information supplied by Bidders may be treated as contractually binding on the Bidders, on successful award of the assignment by OCAC on the basis of this RFP.
- c) No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of the OCAC. Any notification of preferred bidder status by OCAC shall not give rise to any enforceable rights by the Bidder. OCAC may cancel this public procurement at any time prior to a formal written contract being executed by or on behalf of the OCAC.

- d) This RFP supersedes and replaces any previous public documentation & communications, and Bidders should place no reliance on such communications.
- e) No further communication of any shortfall of bidding documents shall be considered after submission of bids through online.

## 6.2 Availability of RFP Document

e-Nivida is the complete process of eTendering, from publishing of tenders online, inviting online bids, evaluation and award of contract using the system. You may keep a watch of the tenders floated under <https://enivida.odisha.gov.in>

The will invite for online Bids. Bidder enrolment can be done using "**Bidder Enrollment**".

The instructions given below are meant to assist the bidders in registering on the e- Nivida Portal, and submitting their bid online on the portal as per uploaded bid. More information useful for submitting online bids on the eNivida Portal may be obtained at: <https://enivida.odisha.gov.in>

## 6.3 Guidelines for Registration

1. Bidders are required to enroll themselves on the eNivida Portal <https://enivida.odisha.gov.in> or click on the link "**Bidder Enrollment**" available on the home page of e-tender Portal by paying the Registration fee of Rs.2,500/- + Applicable GST.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication with the bidders.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (**Only Class III Certificates with signing + encryption key usage**) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID /password and the password of the DSC / e-Token.

7. The scanned copies of all original documents should be uploaded in pdf format on e-tender portal.
8. After completion of registration payment, bidders need to send their acknowledgement copy on our help desk mail id [odishaenivida@gmail.com](mailto:odishaenivida@gmail.com), for activation of the account.

## **6.4 Searching for Tender Documents**

- a) There are various search options built in the e-tender Portal, to facilitate bidders to search active tenders by several parameters.
- b) Once the bidders have selected the tenders they are interested in, then they can pay the Tender fee and processing fee (NON-REFUNDABLE) by net-banking / Debit / Credit card then you may download the required documents / tender schedules, Bid documents etc.

## **6.5 Preparation of Bids**

- a) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
- b) Bidder, in advance, should get ready with the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF formats. Bid Original documents may be scanned with 100 dpi with Colour option which helps in reducing size of the scanned document.

## **6.6 Submission of Bids**

- a) Bidder should log into the website well in advance for the submission of the bid so that it gets uploaded well in time i.e. on or before the bid submission end date and time. Bidder will be responsible for any delay due to other issues.
- b) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document as a token of acceptance of the terms and conditions laid down by Department.
- c) Bidder has to select the payment option as per the tender document to pay the Tender fee / Tender Processing fee & EMD as applicable and enter details of the instrument.
- d) In case of BG, bidder should prepare the BG as per the instructions specified in the tender document. The BG in original should be posted/couriered/given in person to the concerned official before execution

- of contract. In case of non-receipt of BG amount in original by the said time, the bid will be summarily rejected.
- e) The server time (which is displayed on the bidders' dashboard top right corner) 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) The uploaded bid documents become readable only after the tender opening date by the authorized bid openers.
  - g) Upon the successful and timely submission of bid click "Submit / Freeze Bid" (i.e. after uploading documents in the portal), the portal will give a successful Tender submission acknowledgement & a bid summary will be displayed with the unique Bid ID and date & time of submission of the bid with all other relevant details.
  - h) The tender summary has to be printed and kept as an acknowledgement of the submission of the tender. This acknowledgement may be used as an entry pass for any bid opening meetings.

## 6.7 Clarifications on using Odisha Tender Portal

- a) Any queries relating to the process of online bid submission or queries relating to e-tender Portal in general may be directed to the Helpdesk Support.

Please feel free to contact eNivida Helpdesk (as given below) for any query related to e-tendering.

**Phone No. 011-49606060**

**Mail id: - [odishaenivida@gmail.com](mailto:odishaenivida@gmail.com)**

## 6.8 Late Bids

- a) Bidder needs to submit the bids in electronic mode only, hence the date & time of submission of bids will be in sync with the date & time of the server of the **Odisha Tender Portal**. Bidder need to plan well in advance to submit the bids in due time.
- b) **The bids submitted physically or by telex/ telegram/ fax/ e-mail etc. shall not be considered.** No correspondence will be entertained on this matter.
- c) OCAC shall not be responsible for non-submission/delay in submission of bids due to any technical glitches in the eNivida portal. It is the responsibility of the bidder to ensure submission of bid much prior to the

deadline and report the issues (If any) in the help desk for resolution, so as to avoid last minute rush.

- d) OCAC reserves the right to modify and amend any of the above-stipulated condition/criterion depending upon project priorities vis-à-vis urgent commitments.

## **6.9 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 conduct of informative and other diligence activities, participation in meetings or discussions or presentations, preparation of Proposal, in providing any additional information required by OCAC to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process.

OCAC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

## **6.10 Language**

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

## **6.11 Acceptance and Rejection of Bids**

OCAC reserves the right to reject in full or part, any or all bids without assigning any reason thereof. OCAC reserves the right to assess the Bidder's capability and capacity. The decision of OCAC shall be final and binding. Bid should be free of overwriting. All measures, correction or addition must be clearly written both in words and figures and attested. Offers not submitted in prescribed manner or submitted after due date and time are liable to rejection.

## **6.12 Compliant Proposals/ Completeness of Response**

- a) Bidders are advised to study all instructions, forms, terms, requirements and other information in the RFP documents carefully. Submission of the bid shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.

- b) Failure to comply with the requirements set out in this RFP may render the Proposal non-compliant and the Proposal may be rejected. Bidders must include all documentation specified in this RFP.
- c) Follow the format and respond to each element in the order as set out in this RFP. Comply with all requirements as set out within this RFP.

## 6.13 Pre-bid Meeting & Clarifications

### 6.13.1 Pre-bid Conference

- a) A pre-bid conference will be scheduled by OCAC to clarify doubts of potential bidders in respect of the procurement and the records of such conference shall be published on the respective websites as Pre-bid clarifications.
- b) A pre-bid meeting will be held through online only.
- c) The Tender Fee/EMD/BG can also be transfer online through NEFT only to Union Bank of India, Account Number 149311100000195, IFSC Code - UBIN0814938, Acharya Vihar Branch, Bhubaneswar, Account Name Odisha Computer Application Centre. In case of NEFT online transfer of RFP Document fee, the firm must mention the Firm Name, Amount Transfer with Transaction ID, Tender Enquire Number, GST No to the mail.
- d) The web-link of Pre-bid meeting shall be shared through the mail to the prospective bidders those have submitted the pre-bid queries along with proof of payment of RFP document fee.
- e) The Bidders will have to ensure that their queries for Pre-Bid meeting should reach the below email id on or before the prescribed date as mentioned in "Important Dates and information" section of this RFP.
- f) Pre-Bid Queries to be sent to [gm\\_ocac@ocac.in](mailto:gm_ocac@ocac.in) with a copy to [jayashree.mishra@odisha.gov.in](mailto:jayashree.mishra@odisha.gov.in) and [chandan.pradhan@semt.gov.in](mailto:chandan.pradhan@semt.gov.in)
- g) The Queries should necessarily be submitted in the format as prescribed in **Annexure-1** of this RFP.
- h) OCAC shall not be responsible for ensuring receipt of the bidders' queries. Any requests for clarifications post the indicated date and time may not be entertained by OCAC.

### 6.13.2 Responses to Pre-Bid Queries and Issue of Corrigendum

- a) The Nodal officer notified by the OCAC will endeavor to provide timely response to all queries. However, OCAC neither makes representation or warranty as to the completeness or accuracy of any response made in good faith, nor does OCAC undertake to answer all the queries that have been posed by the bidders.

- b) At any time prior to the last date for receipt of bids, OCAC 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 (if any) & clarifications to the queries from all bidders will be posted on [www.ocac.in](http://www.ocac.in), <https://enivida.odisha.gov.in> and [www.odisha.gov.in](http://www.odisha.gov.in).
- d) Any such corrigendum shall be deemed to be incorporated into this RFP.
- e) In order to provide prospective Bidders reasonable time for taking the corrigendum into account, OCAC may, at its discretion, extend the last date for the receipt of Proposals.

### **6.13.3 Amendments to RFP Document**

At any time prior to the deadline for submission of Proposal, OCAC reserves the right to modify and amend any of the stipulated condition/criterion in the RFP, depending upon project priorities vis-à-vis urgent commitments. Such amendments in shape of corrigendum/addendum shall be hosted in the websites where the original RFP was hosted. The bidder shall acknowledge the receipt of each corrigendum/addendum by submitting a signed copy of it along with the Technical bid to the RFP issuing authority. Failure to acknowledge receipt of each corrigendum/addendum shall be interpreted as receipt of the corrigendum/addendum by the bidder and no claim will be entertained or accepted in this regard.

### **6.14 Period of Validity of Bids**

- a) Bids submitted by the bidders shall remain valid for a period of 180 Days from the date of submission of RFP. A Bid valid for a shorter period shall be rejected by the procuring entity as nonresponsive Bid.
- b) Prior to the expiry of the period of validity of Bids, the procuring entity, in exceptional circumstances, may request the bidders to extend the bid validity period for an additional specified period of time. A bidder may refuse the request and such refusal shall be treated as withdrawal of Bid and in such circumstances bid security shall not be forfeited.
- c) Bidders who agree to an extension of the period of validity of their Bids shall extend or get extended the period of validity of bid securities submitted by them or submit new bid securities to cover the extended period of validity of their bids. A bidder whose bid security is not extended, or that has not submitted a new bid security, is considered to have refused the request to extend the period of validity of its Bid.

## **6.15 Format and Signing of Bids**

- a) All the Bids submitted by the bidders must be submitted with the checklist.
- b) Each page of the bidding document shall be kept with the office seal and signature by the authorized representative from the Bidder.

## **6.16 Cost & Language of Bidding**

- a) The bidder shall be responsible for all costs incurred in connection with participation in the bid process, including site visits but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/ discussions / presentations, preparation of bid, in providing any additional information required by OCAC to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process. OCAC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- b) The Proposal should be filled by the Bidder in English language only. If any supporting documents submitted are in any language other than English, translation of the same in English language is to be duly attested by the Bidders. For purposes of interpretation of the Proposal, the English translation shall govern.

## **6.17 Alternative/ Multiple Bids**

- a) Each bidder shall submit only one Proposal. The bidder who submits or participates in more than one proposal will be disqualified.
- b) The bidder shall quote for only one make & model for each item in the technical bid and should also mention the details of the quoted make/model of the respective items.

## **6.18 Bid Security/Earnest Money Deposit (EMD)**

The bidder is required to submit Earnest Money Deposit (EMD) amounting to ₹1,00,00,000/- (One Crore) in shape of Bank Draft (BD) / Bank Guarantee (BG) in favour of Odisha Computer Application Centre, Bhubaneswar or Bank Guarantee issued from any of the Scheduled Banks as per the prescribed format in this RFP. The bid / proposal submitted without EMD/BG, mentioned above, will be summarily rejected.

## **6.19 Submission of Manufacturer's Authorization Form**

Bidder must submit the dully signed MAF of the major items mentioned in the RFP, at the time of bid submission in the Prequalification Proposal as per the prescribed format **(Annexure-8)**. The MAF should be submitted in OEM's letter head mentioning required details.

## **6.20 Deadline Submission of Bids**

- a) Bidder must ensure to submit their response on or before the deadline date as mentioned in "Important Dates & Information" section of this RFP.
- b) Normally, the date of submission and opening of Bids will not be extended. In exceptional circumstances or when the bidding documents are required to be substantially modified as a result of discussions in pre-bid meeting/ conference or otherwise and the time with the prospective bidders for preparation of Bids appears insufficient, the date may be extended by the procuring entity. In such case the publicity of extended time and date shall be given in the manner, as was given at the time of issuing the original Bidding Document.
- c) It shall be ensured that after issue of corrigendum, reasonable time is available to the bidders for preparation and submission of their Bids. OCAC shall also publish such modifications in the bidding document in the same manner as the publication of initial bidding document. If the last date of submission or opening of Bids is a non- working day, the Bids shall be received or opened on the next working day.

## **6.21 Mode of Submission of Bids**

The bid documents as asked in this RFP shall submitted only through online mode in <https://enivida.odisha.gov.in>.

## **6.22 Withdrawal, Substitution, and Modification of Bids**

- a) If permitted by OCAC, a Bidder may withdraw its Bid or re-submit its Bid as per the instructions/ procedure prescribed by OCAC.
- b) Bids withdrawn shall not be opened and processed further.

## **6.23 Opening of Bids**

- a) The Bids shall be opened by the Evaluation Committee in the presence of the bidders or their authorized representatives who choose to be present.
- b) The committee may co-opt experienced persons in the committee to conduct the process of Bid opening.
- c) The committee shall prepare a list of the bidders or their representatives attending the opening of Bids and obtain their signatures on the same. The

list shall also contain the representative's name and telephone number and corresponding bidders' names and addresses. The authority letters, if any, brought by the representatives shall be attached to the list. The list shall be signed by all the members of Bid opening committee with date and time of opening of the Bids.

- d) The committee shall conduct a preliminary scrutiny of the opened technical Bids to assess the prima-facie responsiveness and ensure that the: -
  - i. Bid is accompanied by bidding document fee, bid security or bid securing declaration, and processing fee (if applicable).
  - ii. Bid is valid for the period, specified in the bidding document.
  - iii. Bid is unconditional and the bidder has agreed to give the required performance security and other conditions, as specified in the bidding document are fulfilled.
  - iv. Any other information which the committee may consider appropriate.
- e) No Bid shall be rejected at the time of Bid opening except the Bids not accompanied with the proof of payment or instrument of the required price of bidding document, processing fee and bid security.
- f) The Financial Bid cover shall be kept unopened and shall be opened later on the date and time intimated to the bidders who qualify in the evaluation of technical Bids.

## **6.24 RFP Evaluation**

### **6.24.1 Evaluation & Tabulation of Pre-Qualification Bid**

- a) Determination of Responsiveness: The designated committee of OCAC shall determine the responsiveness of a Bid on the basis of bidding document and the provisions of pre-qualification/ eligibility criteria of the bidding document.
- b) A responsive Bid is one that meets the requirements of the bidding document without any material deviation, reservation, or omission where: -
  - i. "Deviation" is a departure from the requirements specified in the bidding document.
  - ii. "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the bidding document; and
  - iii. "Omission" is the failure to submit part or all of the information or documentation required in the bidding document.
- c) A material deviation, reservation, or omission is one that, if accepted, shall: -

- i. Affect in any substantial way the scope, quality, or performance of the subject matter of procurement specified in the bidding documents; or
  - ii. Limits in any substantial way, inconsistent with the bidding documents, the procuring entity's rights or the bidder's obligations under the proposed contract; OR
  - iii. If rectified, shall unfairly affect the competitive position of other bidders presenting responsive Bids.
- d) The designated committee of OCAC shall examine the technical aspects of the Bid in particular, to confirm that all requirements of bidding document have been met without any material deviation, reservation or omission.
- e) Fulfillment of eligibility criteria: All the criteria mentioned in **Section 5 (Eligibility Criteria)** are mandatory. The bidder has to comply with all the components mentioned in the eligibility criteria.
- f) All supporting documents as mentioned in **Annexure-15**.

#### **6.24.2 Evaluation & Tabulation of Technical Bid**

The Technical evaluation committee will evaluate the technical response submitted by the Bidder. The Technical bid response includes the below details:

-

- a) The Technical Bid response will be initiated with the Technical Bid Cover letter in specified format as mentioned in **Annexure- 7**.
- b) Detailed Compliance Sheet of the Technical Specification asked in the RFP (**Annexure-3**) duly signed in Company Letter Head.
- c) In case of deviation while evaluating the Technical Bid response based upon the criteria, the bid will be subjected for rejection.
- d) All supporting documents as mentioned in **Annexure-15**.

#### **6.24.3 Evaluation & Tabulation of Financial Bids**

- a) The Financial bid of the technically qualified bidders (those have secured equal or more than 70% of mark in technical evaluation) will be opened on the prescribed date in the presence of bidders' representatives.
- b) The bid with lowest Financial (L1) i.e., "lowest price quoted" will be awarded the contract.
- c) Only fixed price financial bids indicating total price for all the deliverables and services specified in this bid document will be considered.
- d) The bid price will be inclusive of all taxes and levies and shall be in Indian Rupees.
- e) Any conditional bid would be rejected
- f) 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".

#### **6.24.4 Correction of Arithmetic Errors in Financial Bids**

The Proposal evaluation committee shall correct arithmetical errors in substantially responsive Bids, on the following basis, namely: -

- a) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Proposal Evaluation Committee there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected.
- b) If there is an error in a total corresponding to the addition or subtraction of Subtotals, the subtotals shall prevail and the total shall be corrected; and
- c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to clause (a) and (b) above.

#### **6.24.5 Exclusion of Bids / Disqualification**

- a) A procuring entity shall exclude/ disqualify a Bid, if: -
  - i. The information submitted, concerning the qualifications of the bidder, was false or constituted a misrepresentation; or
  - ii. The information submitted, concerning the qualifications of the bidder, was materially inaccurate or incomplete; and
  - iii. The bidder is not qualified as per pre-qualification/ eligibility criteria mentioned in the bidding document.
  - iv. The Bid materially departs from the requirements specified in the bidding document or it contains false information.
  - v. The bidder, submitting the Bid, his agent or any one acting on his behalf, gave or agreed to give to any officer or employee of the procuring entity or other governmental authority a gratification in any form, or any other thing of value, so as to unduly influence the procurement process.
  - vi. The bidder, in the opinion of the procuring entity, has a conflict of interest materially affecting fair competition.
- b) Bid shall be excluded/ disqualified as soon as the cause for its exclusion / disqualification is discovered.

- c) Every decision of a procuring entity to exclude a Bid shall be for reasons to be recorded in writing and shall be: -
  - i. Communicated to the concerned bidder in writing.
  - ii. Published on the State Public Procurement Portal, if applicable.

## **6.25 Lack of Competition**

- a) A situation may arise where, if after evaluation of Bids, the proposal evaluation committee may end-up with one responsive Bid only. In such situation, the Proposal Evaluation Committee would check as to whether while floating the Bid all necessary requirements to encourage competition like standard bid conditions, industry friendly specifications, wide publicity, sufficient time for formulation of Bids, etc. were fulfilled. If not, the tender would be re-floated after rectifying deficiencies. The bid process shall be considered valid even if there is one responsive Bid, provided that: -
  - i. The Bid is technically qualified.
  - ii. The price quoted by the bidder is assessed to be reasonable.
  - iii. The Bid is unconditional and complete in all respects.
  - iv. There are no obvious indicators of cartelization amongst bidders; and
  - v. The bidder is qualified as per the provisions of pre-qualification/eligibility criteria in the bidding document.
- b) The Evaluation Committee shall prepare a justification note for approval by the next higher authority of the procuring entity, with the concurrence of the accounts member.
- c) In case of dissent by any member of Proposal Evaluation Committee, the next higher authority in delegation of financial powers shall decide as to whether to sanction the single Bid or re-invite Bids after recording reasons.

## **6.26 Acceptance of the successful Bid and award of Project**

### **6.26.1 Award Criteria**

OCAC will award the Project to the successful bidder whose proposal has been determined to be substantially responsive and has been determined as the most responsive bids as per the process outlined above.

### **6.26.2 Right to Accept Any Proposal and to Reject Any or All Proposal(s)**

OCAC 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 such action.

### **6.26.3 Purchaser's Procurement Rights**

Without incurring any liability, whatsoever to the affected bidder or bidders, the Purchaser reserves the right to: -

- a) Amend, modify, or cancel this tender and to reject any or all proposals without assigning any reason.
- b) Change any of the scheduled dates stated in this tender.
- c) Reject proposals that fail to meet the tender requirements.
- d) Increase or decrease the quantity of the hardware items
- e) Remove any of the item at the time of placement of order.
- f) Increase or decrease no. of resources supplied under this project.
- g) Should the Purchaser be unsuccessful in negotiating a contract with the Agency, the Purchaser will begin contract negotiations with the next best value bidder in order to serve the best interest.
- h) Make typographical correction or correct computational errors to proposals
- i) Request bidders to clarify their proposal.

### **6.26.4 Notification of Award**

Prior to the expiry of the validity period, OCAC will notify the successful bidder in writing or by fax or email, that its proposal has been accepted. In case the tendering process / public procurement process has not been completed within the stipulated period, OCAC 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, OCAC will notify each unsuccessful bidder.

### **6.26.5 Issuance of Purchase Order**

The OCAC shall reserve the right to negotiate with the bidder(s) whose proposal has been ranked best value bid on the basis of Technical and Commercial Evaluation to the proposed Project, as per the guidance provided by CVC. On this basis the Purchase order would be issued.

### **6.26.6 Performance Guarantee**

The OCAC will require the Agency to provide a Performance Bank Guarantee, within 30 days from the Notification of award, for a value equivalent to 3% of the total cost of ownership i.e. total order value excluding taxes. The Performance Guarantee should be valid for a period of 5 years 3 months (63 months). The Performance Guarantee shall be kept valid till completion of the project and

Warranty period. The Agency shall be responsible for extending the validity date and claim period of the Performance Guarantee as and when it is due on account of non-completion of the project and Warranty period. In case the Agency fails to submit performance guarantee within the time stipulated, the OCAC at its discretion may cancel the order placed on the Agency after giving prior written notice to rectify the same. OCAC shall invoke the performance guarantee in case the selected Service Provider fails to discharge their contractual obligations during the period or OCAC incurs any damages due to Service Provider's negligence in carrying out the project implementation as per the agreed terms & conditions.

### **6.26.7 Issuance of Purchase Order**

After the OCAC notifies the successful bidder that its proposal has been accepted, OCAC shall issue a Purchase Order to the successful bidder taking into account the relevant clauses of RFP.

### **6.26.8 Failure to Agree with the Terms and Conditions of the RFP**

Failure of the successful bidder to agree with the Terms & Conditions of the RFP and the Proposal submitted by the successful bidder, despite the deviations submitted by the Bidder are adequately considered and mutually agreed, shall constitute sufficient grounds for the annulment of the award, in which event OCAC may award the Project to the next best value bidder or call for new proposals from the interested bidders. In such a case, the OCAC shall invoke the PBG as the case may be, of the most responsive bidder.

## **6.27 Confidentiality**

- a) Notwithstanding anything contained in this bidding document but subject to the provisions of any other law for the time being in force providing for disclosure of information, a procuring entity shall not disclose any information if such disclosure, in its opinion, is likely to:
  - i. Impede enforcement of any law.
  - ii. Affect the security or strategic interests of India.
  - iii. Affect the intellectual property rights or legitimate commercial interests of bidders.
  - iv. Affect the legitimate commercial interests of the procuring entity in situations that may include when the procurement relates to a project in which the procuring entity is to make a competitive bid, or the intellectual property rights of the procuring entity.
- b) The procuring entity shall treat all communications with bidders related to the procurement process in such manner as to avoid their disclosure

to competing bidders or to any other person not authorized to have access to such information.

- c) The procuring entity may impose on bidders and sub-contractors, if there are any for fulfilling the terms of the procurement contract, conditions aimed at protecting information, the disclosure of which violates (a) above.
- d) In addition to the restrictions specified above, the procuring entity, while procuring a subject matter of such nature which requires the procuring entity to maintain confidentiality, may impose condition for protecting confidentiality of such information.

## **7. General Terms and Conditions of RFP**

Bidders should read these conditions carefully and comply strictly while submitting their bids.

### **7.1 Definitions**

For the purpose of clarity, the following words and expressions shall have the meanings hereby assigned to them: -

- a) "Request for Proposal (RFP)", means this detailed notification seeking a set of solution(s), services(s), materials and/or any combination of them.
- b) "OCAC", shall mean the Odisha Computer Application Centre, the Designated Technical Directorate of Information Technology Department, Government of Odisha.
- c) "GM" shall mean the General Manager of Odisha Computer Application Centre or any authorized officer to act on his behalf for a specified work.
- d) "Authorized Representative" shall mean any person authorized by either of the parties.
- e) "Agency/Vendor/Bidder" means any firm offering the solution(s), service(s) and /or materials required in the RFP. The word Vendor/Bidder when used in the pre award period shall be synonymous with Bidder, and when used after award of the Work shall mean the successful Bidder or Agency to whom OCAC issues the Purchase Order for rendering of sales & services.
- f) "Service" means provision of Contracted service as per this RFP.
- g) "Site" shall mean the location(s) for which the Order has been issued and where the service shall be provided as per Scope mentioned in the RFP.
- h) "Termination Notice" means the written notice of termination of the Purchase Order issued by one Party to the other in terms hereof.

### **7.2 Language**

- a) The Proposal should be filled by the bidders/Agency in English language only. For purposes of interpretation of the documents, the English translation shall govern. All Proposals and accompanying documentation will become the property of OCAC and will not be returned.
- b) The Purchase Order as well as all correspondence and documents relating to the Project exchanged by the successful/ Agency and the Purchaser, shall be written in English language only. Supporting documents and printed literature that are part of the Project may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the special conditions of the contract, in which case, for purposes of interpretation of the Project, this translation shall govern.
- c) The successful Bidder/Agency shall bear all costs of translation to the governing language and all risks of the accuracy of such translation.

### **7.3 Notices**

- a) Any notice given by one party to the other pursuant to the Project shall be in writing to the address specified in the Purchase Order. The term "in writing" means communicated in written form with proof of dispatch and receipt.
- b) A Notice shall be effective when delivered or on the Notice"s effective date, whichever is later.

### **7.4 Governing Law**

The Project shall be governed by and interpreted in accordance with the laws of the Govt. of Odisha/Govt. of India unless otherwise specified in the Purchase Order.

### **7.5 Scope of Supply**

- a) Subject to the provisions in the bidding document and Purchase Order, the Goods/Equipment and related services to be supplied shall be as specified in the bidding document (RFP).
- b) Unless otherwise stipulated in this document, the quantity and specifications are for minimum quantity and configuration respectively. The bidder may supply higher configuration.
- c) Unless otherwise stipulated in the Purchase Order, the scope of supply shall include all such items not specifically mentioned in the Purchase order but that can be reasonably inferred from the Contract as being required for attaining delivery and completion of the goods and related services as if such items were expressly mentioned in the Contract.

- d) The bidder shall not quote and supply hardware/ software that is likely to be declared as End of Sale and End of Service/ Support for the period as mentioned in BoM (**Annexure -3**) from the last date of bid submission. OEMs are required to mention this in the MAF for all the quoted hardware/ software. If any of the hardware/ software is found to be declared as End of Sale/ Service/ Support, then the bidder shall replace all such hardware/ software with the latest ones having equivalent or higher specifications without any financial obligation to the purchaser.

## **7.6 Project Value**

- a) The Project value (PO Amount) shall be paid as specified in the Purchase Order subject to any additions and adjustments thereto, or deductions there from, as may be made pursuant to the Project.
- b) Prices charged by the Supplier/ Agency for the Goods delivered and the Related Services performed under the Project shall not vary from the prices quoted by the Supplier/ Agency in its bid, with the exception of any price adjustments authorized in the special conditions of the Project.

## **7.7 Recoveries from Supplier/ Agency**

- a) Recovery of liquidated damages, short supply, breakage, rejected articles shall be made ordinarily from bills.
- b) OCAC shall withhold amount to the extent of short supply, broken/ damaged or for rejected articles unless these are replaced satisfactorily. In case of failure to withhold the amount, it shall be recovered from performance security deposit of AGENCY available with OCAC.
- c) The balance, if any, shall be demanded from the Supplier/ Agency and when recovery is not possible, OCAC shall take recourse to law in force.

## **7.8 Taxes & Duties**

- a) The GST if applicable shall be deducted at source.
- b) For goods/Equipment supplied from outside India, the successful/ Agency shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the country.
- c) For goods/Equipment supplied from within India, the successful Agency shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Purchaser.
- d) If any tax exemptions, reductions, allowances or privileges may be available to the successful Agency in India, OCAC shall use its best

efforts to enable the successful Agency to benefit from any such tax savings to the maximum allowable extent.

## **7.9 Packing and Documents**

- a) The Agency shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Purchase Order. During transit, the packing shall be sufficient to withstand, without limitation, rough handling and exposure to extreme atmospheric temperatures, salt and precipitation, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the final destination of the Goods and the absence of heavy handling facilities at all points in transit.
- b) The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Project, including additional requirements, if any, specified in the Purchase Order, and in any other instructions ordered by OCAC.

## **7.10 Insurance**

The Agency should be responsible for undertaking comprehensive insurance including liability insurance, system and facility insurance and any other insurance for the personnel, Assets, data, software, etc., relating to this assignment.

## **7.11 Transportation**

The Agency shall be responsible for transport by sea, rail and road or air and delivery of the material in the good condition to the consignee at project locations. In the event of any loss, damage, breakage or leakage or any shortage the bidder shall be liable to make good such loss and shortage found at the checking/ inspection of the material by the consignee. No extra cost on such account shall be admissible.

## **7.12 Extension in Delivery Period and Liquidated Damages (LD)**

- a) Except as provided under clause "Force Majeure", if the supplier/ selected bidder fails to deliver the related Services within the period specified in the Purchase Order, the Purchaser may without prejudice to all its other remedies under the Contract, deduct from the Purchase Order Price, as liquidated damages, a sum equivalent to the percentage specified

in Section "Service Level Standards" for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in the bidding document and/ or Purchase Order. Once the maximum is reached, the Purchaser may cancel the Purchase Order pursuant to clause "Termination".

- b) The time specified for delivery in the bidding document shall be deemed to be the essence of the Project and the supplier/ selected bidder shall arrange goods supply and related services within the specified period.
- c) Delivery period may be extended with or without liquidated damages, if the delay in the supply of goods or service is on account of hindrances beyond the control of the selected bidder:
  - i. The selected bidder/Agency shall request in writing to the Purchaser giving reasons for extending the delivery period of service, if he/she finds himself /herself unable to complete the supply of goods or service within the stipulated delivery period or is unable to maintain prorated progress in the supply of goods or service delivery. This request shall be submitted as soon as a hindrance in delivery of goods and service occurs or within 15 days from such occurrence but before expiry of stipulated period of completion of delivery of goods and service after which such request shall not be entertained.
  - ii. The Purchaser shall examine the justification of causes of hindrance in the delivery of goods and service and the period of delay occurred due to that and recommend the competent authority on the period of extension which should be granted with or without liquidated damages.  
**Normally, extension in delivery period of service in following circumstances may be considered without liquidated damages:**
    - When delay has occurred due to delay in approval by OCAC.
    - When the delay has occurred in providing space or any other infrastructure, if OCAC was required to provide the same as per the terms of the Bid.
  - iii. If the competent authority agrees to extend the delivery period/ schedule, an amendment to the Purchase Order with suitable denial clauses and with or without liquidated damages, as the case may be, shall be issued. The amendment letter shall mention that no extra price or additional cost for any reason, what so ever beyond the contracted cost shall be paid for the delayed supply of goods and service.

## 7.13 Warranty

- a) The bidder must execute back-to-back support contract with OEM for the period of **five (05) years** from the date of UAT.

- b) The bidder shall either repair or replace the defective goods or parts thereof with brand new genuine/ authentic ones having similar or higher specifications from the respective OEM as per the time period specified.

## **7.14 Termination**

OCAC may at any time terminate the Purchase Order by giving written notice to the Bidder if the Bidder becomes bankrupt or otherwise insolvent. In this event, termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to OCAC. OCAC reserves the right to cancel the Purchase Order in the event of happening one or more of the following Conditions:

- a) Failure of the successful bidder to accept the contract.
- b) Delay in delivery beyond the specified period.
- c) In addition to the cancellation of the contract, OCAC reserves the right to appropriate the damages through encashment of Bid Security / Performance Guarantee given by the Bidder.
- d) OCAC would not be liable to pay any damages to the Agency in cases comprising termination for default.

## **7.15 Settlement of Disputes**

- a) General: If any dispute arises between the supplier/ Agency and OCAC during the execution of a Project that should be amicably settled by mutual discussions. However, if the dispute is not settled by mutual discussions, a written representation will be obtained from the supplier/ Agency on the points of dispute. The representation so received shall be examined by the concerned Committee which sanctioned the tender. The Procurement Committee may take legal advice of a counsel and then examine the representation. The supplier/ Agency will also be given an opportunity of being heard. The Committee will take a decision on the representation and convey it in writing to the supplier/ Agency.
- b) Standing Committee for Settlement of Disputes: If a question, difference or objection arises in connection with or out of the Order issued or the meaning of operation of any part, thereof or the rights, duties or liabilities of either party have not been settled by mutual discussions or the decision of tender sanctioning Procurement Committee, it shall be referred to the empowered standing committee for decision.

# **8. Special Terms and Conditions of RFP**

## **8.1 Payment Terms and Schedule**

1. The RFP is floated by Odisha Computer Application Centre (OCAC) and the request of Odisha Adarsha Vidyalaya Sangathan (OAVS). Payment to the bidder will be released upon receipt of funds from Odisha Adarsha Vidyalaya Sangathan (OAVS).
2. OCAC will monitor all the assets installed in the LAB using a monitoring tool through internet protocol (IP). This will be in addition to the conventional mode of sign-off by the authority in shape of deliverables and installation reports. Besides this a report on the usage by each LAB will be monitored by OCAC through a IP Camera, fixed in the LAB. Thus on the basis of dash board report, classroom usage report will be part of SLA. Payment will be releases on the basis of both conventional report & SLA of dash board.
3. Payment Schedule: -

Sl. No.	Project Milestone	Payment (%)	Documents Required
1	Delivery of all equipment's at designated site/School	60% of the contract value	1. Original Delivery Challan 2. Original Invoice (In triplicate) 3. Dash board report
2	Installation of ICT LAB	20% of the contract value	1. Installation and Commencement Certificate from Schools authority. 2. Dash board report
3	Integration, Training & UAT	10% of the contract value	1. Training 2. Warranty Certificate for 5 years. 3. Dash board report
4	Day-to-Day Operation Maintenance & Management Support	0.5 % of the contract value x 20 Nos of QGRs Payable on Quarterly Basis (Total 10% of the contract value)	1. On submission of manpower attendance sheet with seal and signature of the successful bidder along with their EPF details. after the end of respective quarter. (Total 20 Quarters). 2. Dash board report

## 8.2 Payment of Goods & Services Tax

GST shall be shown extra by the bidder in their invoices for the items applicable. The same shall be paid by OCAC as per actual after verification If there is any tax savings, the same shall be reduced from the payable amount. In case of any new incidence of tax or increase in existing tax rates taking place during the Project Period, that shall be borne and payable by the OCAC over and above the agreed price for each item as may be applicable as per the Invoice raised by the agency on the OCAC. Similarly, any reduction in taxes shall be to the benefit of OCAC.

## 8.3 Penalty

Penalty will be charged @ 0.5% of the Project value per week subject to maximum of 5% of total order value, in case of delayed in supply of stipulated time period. Similarly, 0.5 % will be deducted from the PBG on each time there is a delay in providing support in terms of Repair/replace of equipment per hour beyond the minimum support assistance response period of 48 Hrs. maximum value that may be deducted from the PBG is 3%.

In case site(s) not ready (SNR), penalty may not be applicable to the SI. The bidder has to inform the same to OCAC and OAVS in due time for consideration of the same by authority.

**Annexure-1: Pre-Bid Queries Format**  
(To be filled by the Bidder)

**Name of the Company/Firm:**

\_\_\_\_\_

Bidding document Fee Receipt No: \_\_\_\_\_

**Person(s) Representing the Company/ Firm:**

Name of the Person	Designation	Email-ID(s)	Tel. Nos. & Fax Nos.

**Company/Firm Contacts:**

Contact Person(s)	Address for Correspondence	Email-ID(s)	Tel. Nos. & Fax Nos.

**Query/Clarification Sought: (MS-Excel Sheet Format)**

Sl.No.	Bidder Name	RFP Chapter No.	RFP Clause No.	RFP Page No.	Clause Details as per RFP	Query/Clarification/ Suggestion

**Note:** Queries must be submitted through e-mail to [gm\\_ocac@ocac.in](mailto:gm_ocac@ocac.in) with a copy to [Jayashree.mishra@odisha.gov.in](mailto:Jayashree.mishra@odisha.gov.in) and [chandan.pradhan@semt.gov.in](mailto:chandan.pradhan@semt.gov.in) only in the excel format (.XLS/.XLSX). Queries not submitted in the prescribed format will not be considered/responded at all by the tendering authority.

## **Annexure- 2: Particulars of the Bidders**

<b>Sl. No.</b>	<b>Information Sought</b>	<b>Details to be Furnished</b>
1	Name of the bidding Company	
2	Address of the Company	
3	Incorporation status of the firm (Public limited / Private limited, etc.)	
4	Year of Establishment	
5	Date of registration	
6	RoC Reference No.	
7	Details of company registration	
8	Details of registration with appropriate authorities for GST	
9	Name, Address, e-mail ID, Phone nos. and Mobile Number of Contact Person	
10	Roles & Responsibilities	

### **Annexure-3: Indicative Bill of Quantity (BOQ) @ One Adarsha Vidyalaya and Technical Specification**

<b>Sl. No.</b>	<b>Item Details</b>	<b>Offered Make &amp; Model (to be filled in by the bidder)</b>	<b>UoM</b>	<b>Qty.</b>
1	Desktop Server		Nos.	4
2	Thin client nodes		Nos.	36
3	Head Phone		Nos.	40
4	Webcam		Nos.	40
5	Laptop		No	1
6	Interactive Panel		No	1
7	5 KVA Online UPS		No	1
8	48 Port Layer 2 Smart Managed Switch		No	1
9	Multi-Function Printer		No	1
10	Speaker with Microphone		No	1
11	Glass Door Almirah/ Wall mount Cup Board		No	1
12	Computer Table		Nos.	40
13	Computer Chairs without wheels		Nos.	40
14	Teacher's Table		No	1
15	Teacher's Chair		No	1
16	2 KG Fire Extinguisher		Nos.	2
17	Electrical Wiring (Including Cable, Laying, Socket/Switch & Fixing Charges)		Mtr.	600
18	LAN setup		Mtr.	500
19	Cat6 Modular Jack		No.	84
20	Cat6 24 Port Shutter Unloaded Patch Panel		No.	2
21	Face Plate, Duplex		No.	40
22	Cat6 Patch Cord		No.	84
23	RJ45 IP20 Cat6 Universal Plug		No.	4
24	15U Wall Mount Rack		No.	1
25	2 MP CCTV Camera		No.	1
26	Chemical Earthing		No.	1
27	Supply and installation of electrical components including 16 Amp MCB, 63		No.	As per requirement

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<b>Sl. No.</b>	<b>Item Details</b>	<b>Offered Make &amp; Model (to be filled in by the bidder)</b>	<b>UoM</b>	<b>Qty.</b>
	Amp DP MCB, Metal Electrical Distribution Board, and 100 x 60 mm Cable Duct including switches and sockets			
28	AI Enabled Tracking & Teaching-Learning Application		No.	1
29	One Time Delivery, Installation and Training Cost		No.	1

## Technical Specification for Adarsha Vidyalaya (LAB)

### 1. Desktop Server

Description	Minimum Specification
Processor	Minimum x86 Processor with minimum 06 Cores and 16 MB or Better, Cache support 4.40 GHz or more turbo frequency.
Motherboard	Compatible business class chipset with the above processor, OEM make motherboard with 64 GB expandability or higher with integrated TPM 2.0 security in the motherboard. BIOS should have department LOGO.
Memory	16 GB DDR4 3200 MHz or higher upgradeable to 64GB with 2 DIMM Slots
Monitor	21.5 Inch IPS/VA/TN/TFT Display with BIS. Should support resolution 1920x1080 (Same Desktop OEM Make Monitor) or above.
Hard Disk Drive	Minimum 256 GB M.2 SSD Boot Drive and 1 TB SSD
Bays	2 Internal Bays
Minimum Ports	1 HDMI/1 DP, 4 USB 3.1 (including at least 1 × USB Type-C), 4 USB 2.0 or Better
PCI	2 PCI/PCIe slot and 2 M.2 Slots or Better
Keyboard & Mouse	USB keyboard & USB mouse (Same Desktop OEM make)
Ethernet Card	10/100/1000 and Integrated WI-FI 5 With Bluetooth 5.0 or Better
Operating System & Support	<ul style="list-style-type: none"> <li>Factory pre-loaded/pre-install Windows-11 Professional/Home Operating System to be provided by the bidder.</li> <li>All the pre-loaded Windows Software should be visible in OEM website for Desktop Server.</li> <li>5 Years Comprehensive Onsite OEM Warranty for Desktop Server must be visible in OEM website in respect to each product serial number.</li> </ul>
Desktop OEM Eligibility and certifications for the quoted model	OEM must have presence in India for Last 10 years. Product quoted must have ROHS, EPEAT INDIA/EPR and BEE/Energy Star 8.0 and BIS for monitor certificates.
Warranty	Minimum 5 Years Comprehensive Onsite OEM Warranty.

### 2. Thin Client Nodes

Description	Minimum Specification
Processor	Minimum x86 architecture processor with Quad Core 2.0 GHz Base frequency and 4MB cache or Better.
Cabinet	Casing should be metal and 1.5 litres or better with OEM logo embossed.

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Description	Minimum Specification
Ports	Minimum 4 USB Ports with 2 Nos USB 3.0, 1 Type C and 2 Nos USB 2.0 or Better
Network	10/100/1000 Mbps Base T fast Ethernet, Rj-45, TCP/IP with DNS, DHCP and SNMP support, VPN Networking support, PXE support, Integrated Wi-Fi Connectivity (Minimum Wi-Fi 5 GHz dual band)
RAM	8 GB DDR4 or more, 2 DIMM slots, upgradable up to 16 GB or more OR 1x DIMM slot with support up to 16GB or Better
Flash	Minimum 256 GB SSD drive
Monitor	21.5 Inch IPS/VA/TN/TFT Display with BIS. Should support resolution 1920x1080 (Same Thin Client OEM Make Monitor) or higher.
Keyboard	USB Keyboard (Same Thin client OEM Make)
Mouse	USB Mouse (Same Thin client OEM Make)
Protocol Support for connectivity	RDP, ICA, Telnet, Terminal Emulation Support, XDMCP, Xnest , Cups, VNC
Display Support-	1 x HDMI port and Display Port / 1 x VGA
Operating System Support	<ul style="list-style-type: none"> <li>• Factory pre-loaded/pre-install Windows 11 IoT Operating System to be provided by the bidder.</li> <li>• All the pre-loaded Windows Software should be visible in OEM website for Thin Client.</li> <li>• 5 Years Comprehensive Onsite OEM Warranty for Thin Client must be visible in OEM website in respect to each product serial number.</li> </ul>
O/S & S/W Management-	<p>i. Solution should support OS Patch and Image management with smart scheduling.</p> <p>ii. Setup &amp; Configuration- Boot from local flash.</p> <p>iii. Remote Management Tools: Remote Management, Configuration and Upgrade Remote Imaging Support, Remote Shadow Support, Change Management, Asset Management, Screen broadcast over LAN and Internet &amp; Remote Application Installation.</p> <p>iv. Regulatory Compliance- BIS/Energy Star 8.0 Environment: RoHS Compliant</p> <p>vi. The think client should be integrated with Desktop server and should be connected with desktop server windows.</p>
Communication Ports	1 x Mic port, 1x Speaker port or Universal Combo Audio port. External power adapter of minimum 45W adapter
Others	Monitor, Keyboard and Mouse should be from same OEM.

Description	Minimum Specification
Eligibility	<ul style="list-style-type: none"> <li>OEM must have presence in India for Last 10 years.</li> <li>OEM Must Have Service Centre in Odisha and provide on-site support in all district. If the presence is not there in the state, the OEM must give an undertaking for establishment of a Service Centre in Odisha, within one month of award of the contract.</li> </ul>
Warranty	Minimum 5 Years Comprehensive onsite OEM Warranty.

**3. Head Phone**  
Tangle free cord, Mounting Hardware Headset Headphones Form Factor Over Ear Connector Type Wired, 3.5 mm jack.

**4. Web Camera**

Web Cam	Yes
Interface	USB
Video Resolution	4K
Built in Micro Phone	Yes
Camera	HD/FHD/4K
Compatible OS	Windows 11
Image sensor	CMOS
Field of View	120° diagonal fixed field of view (dFOV)
Lens	4P high quality
Cable length	1.5m
Warranty	5 Years

**5. Laptop**

PROCESSOR	Minimum x86 Processor with minimum 6 cores and 10 MB or more cache support 4.30 GHz or better turbo frequency. (Intel Core i5 / AMD Ryzen 5 or Higher)
RAM	Minimum 8GB DDR4 , 3200 MHz or higher with upgradability up to 32 GB RAM with two physical DIMM slots
DISPLAY	Minimum 14" HD display
HINGES	Metal "reinforced hinges.
GRAPHICS	Integrated HD Graphics
AUDIO	Two built-in stereo speakers with high-definition audio support. Built-in microphone.
BLUETOOTH	V5.0 or Higher
WEBCAM	HD/FHD
ETHERNET CONTROLLERS	Gigabit Ethernet 10/100/1000
WIRELESS DEVICE	Wireless 802.11 ax or higher
KEYBOARD & TOUCH PAD DEVICE	Keyboard with touch pad with Multi gesture support

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SECURITY	BIOS Password and Integrated TPM 2.0 security in the motherboard
HARD DISK	512 GB M.2 NVMe SSD drive
INTERFACES	RJ-45, Minimum 1 x USB 3.0 USB Port, 1x USB 2.0 USB Port and 1x USB Port, Audio Combo Port, HDMI Port
Battery	41 Whrs Long-life Battery or Higher
ACCESSORIES	3 Pin Indian Adapter
CARRY CASE	Carry Bag or Backpack
WEIGHT	Not exceeding 1.80 KGS including battery
OPERATING SYSTEM (OS)	<ul style="list-style-type: none"> <li>• Factory pre-loaded/pre-install Windows-11 Professional/Home Operating System to be provided by the bidder.</li> <li>• All the pre-loaded Windows Software should be visible in OEM website for Laptop.</li> <li>• 5 Years Comprehensive Onsite OEM Warranty for Laptop including battery must be visible in OEM website in respect to each product serial number.</li> </ul>
Certifications for the quoted model	ROHS, EPEAT INDIA/EPR and Energy Star 8.0/BEE
Warranty	Minimum 5 Years comprehensive on-side OEM warranty including battery

## 6. Interactive Panel

Parameters	Specifications
Size (Diagonal)	75 inch (Diagonal) or higher
Panel Technology	IPS/VA
Brightness	350 cd/m <sup>2</sup> or higher
Resolution	3840 x 2160 or Better
Aspect Ratio	16:09
Viewing angle	178 degree (H/V) or better
Colors	10 Bits
Lifetime	min 50,000 hours
Gap between Panel & glass	1mm or less
Surface Treatment	Hard Coating / Anti-glare treatment
Refresh Rate	60Hz
CPU	8 core ARM Cortex-A55 or Higher
GPU	Quad core A55, MaliG52 or Higher
ROM	128GB or higher
RAM	8GB or higher
Android Version	Android 14.0 or Higher
Touch Technology	Infrared Recognition or better
Touch Point	Min. 20 touch points/4 writing points or more
Touch accuracy	±1mm
Surface Hardness	Toughened Glass with Level 7 of MOHS Standard and 4mm Toughened Glass.
<b>Connectivity features:</b>	
Built-in Bluetooth: Yes, Built in Wi-Fi: Yes	

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Single Wi-Fi Module	Integrated Wi-Fi
Wi-Fi	802.11 a/b/g/n/ac
Wireless screen sharing from phones, tablets, PCs or Macs to the IFP directly from the device	
On-Board Ports	RJ45 IN(10M/100Mbps), Audio IN *1 (3.5mm), Audio OUT*1(3.5 mm), HDMI IN*3, Touch 2.0 *2, RS232 (Baud Rate 9600) *1, USB 3.0 *3 (Front*2, Rear*1 (capable to switch to current channel), USB 2.0 *1, USB Type-C*1 (should support USB functionality only),SPDIF (PCM output format)*1
<b>Audio features:</b>	
Minimum number of Speakers – 2	
Inbuilt front facing Speaker Output RMS - 16W x 2 or above	
Supported Audio Formats Audio Codec: Dolby Digital or above /AAC/ MP3/ PCM/DTS/DTS-HD/DTS Express/WMA	
The Webcam supplied must be compatible with Interactive Panel	
Certifications for panel	BIS, RoHS and CE/UL/FCC
<b>Note:</b> The Panel should be a wall mounted Structure with locking facility with white writing board in front along with KB and mouse & a vertical wall mounted metal cabinet for UPS with lock & Key.	
Interactive Software features	i. Should Support multi touch & multi writing
	ii. Should support gesture, recognition like Zoom, flicks etc.
	iii. Should have the following interactive tools/features like pen, eraser, shape editing, grouping, infinite color options for annotation, color bucket, background pattern, lines & arrows, screen capture tools (freehand capture is must), import / export files, Cut & Paste, page navigation, save page(s), Undo/Redo. Geometrics tools like protector, campus, roller etc.
	iv. Should be capable to annotate on any 3rd party applications
	iv. Annotation Capability & integration with MS office application
	v. MS Word: handwriting recognition & draw object
	vi. MS Excel: Should draw graph without touching Keyboard & Mouse
	vii. MS Power point: Should Create, Edit, Save, delete & annotate slides
	viii. Should have recording feature
	ix. Extensive Resource Library with relevant educational content
x. Capability of taking Snapshot from running video	

### 7. FIVE (5) KVA Online UPS

Description	Specification
UPS Rating / Technology	5KVA/4.5KW or better- IGBT (Rectifier & Inverter both)
Wave form	Pure Sine wave
Technology	IGBT Based - True Online

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Input power factor correction	0.99
Input configuration	1Ph, L-N+PE (160 to 280Vac on full load & shall support up-to 110Vac for 50% load)
Output Power factor	0.9 or better
frequency (Input)	45-55 Hz
frequency (output)	50 Hz +/- 0.1% (free Run Mode)
Output Voltage	220/230/240 Vac shall be available with +/- 1% regulation.
Harmonic	3% max full linear load, 5% max on Non- linear load
Crest factor	3:1 or better
Efficiency	ONLINE MODE - 92% or better
Voltage Protection	upto 500V(Built in/external Device)
High Voltage Cut-off	110V-260V±5V(Configurable) by external Device
Surge Protection	Upto 4KV by external Device
Transfer time Main-Battery	0 Sec
Transfer time Inverter-Bypass	4 msec
Port	USB / RS 232
Battery Type	SMF VRLA
Charger	The charger capacity shall be minimum 10% of the Battery Bank capacity.
Battery backup	60 Mts / Minimum 42AH battery to be used. Minimum 8000 VAH
Operating Temperature Range	0-40 deg C
Indications Required	Load Level, Battery Level, AC Mode, Battery Mode, Bypass Mode and Fault Indicators.
Fan Speed Control	Fan Speed Control as per load & room temp shall be possible.
Humidity	0% to 95% non-condensing
Noise Level	Less than 58 dBA @ one Meter
Mounting	Rack type /Tower Type
Cold Start	Shall be available
Protection	IP20
Safety & Performance	BIS - Certificate to be provided.
Compliance	CE, IEC 62040-1,2,3,4
NABL approved Lab test report for supplied model to be provided	
UPS OEM should have registered office in India from last 20 years (certificate of incorporation to be provided)	
UPS OEM should have ISO 9001, ISO 14001 AND ISO 45001, FCC Certification and BIS. (Copy of Certificate to be provided)	

### 8. 48 Port Layer 2 Smart Managed Switch

Interface	48 Nos 10/100/1000 Mbps RJ-45 ports and 4 nos 100/1000 Mbps GbE/ SFP combo ports
Switching Capacity	Minimum 104 Gbps or higher (non-blocking wire-speed switch fabric)
Packet Forwarding Rate	Minimum 77 Million packets per second (Mpps) or higher
Mac Address Table	Minimum 8K
Packet Buffer Memory	Minimum 10 Mbits
Jumbo Frame	Should support Jumbo Frame (9 KB)
Layer 2 Features	IGMP Snooping v1, v2, and IGMP v3 awareness Supports minimum 256 IGMP Groups Spanning Tree Protocol: IEEE 802.1D STP, 802.1W RSTP, IEEE 802.1s MSTP IEEE 802.3ad Link Aggregation (Up to 8 groups with 8 ports per group) Port Mirroring: One to One / Many to One Power saving feature for auto power down on unused ports IEEE 802.1Q VLAN encapsulation with support for minimum 255 VLANs Supports Auto Surveillance VLAN, Asymmetric VLAN, Auto Voice VLAN
Layer 3 Features	Supports minimum 4 IP Interfaces Supports minimum 124 IPv4 Static Routes Supports minimum 50 IPv6 Static Routes
Quality of Service (QoS)	Supports IEEE 802.1p Priority Queues (Minimum 8 queues per port) Queue handling modes: Weighted Round Robin (WRR) and Strict Mode Class of Service based on DSCP, 802.1p queues, IPv6 Traffic Class
Security Features	Supports IEEE 802.1x for dynamic, port-based user authentication Supports DHCP Server Screening Built-in protection against Broadcast/ Multicast/Unicast flooding
Management Features	Supports Network Time Protocol (NTP/SNTP) Web-based GUI and Compact CLI via Telnet Supports SNMP versions v1/ v2c, and v3 Supports LLDP and LLDP-MED
Certifications	Product should be CE, FCC & VCCI certified.
OEM Eligibility	<ul style="list-style-type: none"> <li>OEM should be ISO 9001, ISO 14001, and ISO 45001 certified (latest certificates required)</li> <li>OEM should not be blacklisted by any Government entity in India (declaration required)</li> <li>All active products (switches and transceivers) should be from the same OEM</li> </ul>

### 9. Multi-Function Printer (Print Scan Copy)

Printing Technology	Laser
Type of Printing	Mono
Processor Speed	500 MHZ
Memory	128 MB or higher
Paper Size and Capacity	A4 and 150 Sheets or Higher

Print Speed	20 ppm or higher
Resolution	600 X 600 Dpi
Toner Yield	1500 pages or higher
Duty Cycle	10000 pages or higher
Duplexing Feature	Yes
Input Tray	150 pages
Output Tray capacity	100 pages
Bypass Tray	Yes
Interface	Hi-Speed 2.0
Toner Yield	1500 pages or higher
Copy Features	2 on 1 copy
Compatible Driver	TWAIN
Additional Toner	2 additional full yield OEM tone of 1500 pages to be provided at the time of supply
Certification	BIS certification. (Printers from major OEMs do not fall under the Make in India (MII) category. However, these products are listed on GeM because OEMs obtain the mandatory BIS certification before selling their printers in India)

### 10. Speaker with Microphone

<b>Speakers</b>	
Power Output	25W + 15W x 2
Impedance	Main Unit: 4Ω Satellite: 4Ω
Frequency Response	Main Unit: 40Hz - 150Hz, Satellite: 150Hz - 20KHz
S/N Ratio	≥ 65dB
Separation	≥ 40dB
Sensitivity	≤ 500mVrms @ 1KHz
Power Supply	AC 220V - 240V/50-60Hz
Features	<ul style="list-style-type: none"> <li>• 2.0 channel multimedia Speaker with USB/SD/FM/BT/AUX</li> <li>• AUC audio input compatible with DVD/PC/TV</li> <li>• Fully functioned remote control.</li> <li>• LED Display</li> <li>• Digital FM playability.</li> <li>• Digital Controls: Volume. Boss Treble knob.</li> <li>• Digital Controls: Input, Play/Pause. Previous, Next.</li> </ul>
<b>Wireless Mic</b>	
Receiver	Dual Channel Non-Diversity
Frequency response	50Hz - 16 KHz
Polar pattern (hand & lapel Mic)	Cardioid
Output	Individual channel: XLR mix Out: ¼ Jack
Power Req.	Hand & lapel Mic - 2 x 1.5V AA Receiver - 240V AC / 50Hz for AC Adaptor
Features	<ul style="list-style-type: none"> <li>• High quality UHF Band frequency duet wireless microphone system</li> <li>• Individual channel output with level control &amp; mix output</li> <li>• Display on transmitter &amp; receiver for frequency indication</li> <li>• Two microphones can be used at the same time.</li> </ul>

<b>11. Glass Door Almirah</b>
Overall size approx. 915 (W) x 485 (D) x 1980 (H) mm including leg height of ~128 mm Materials CRCA steel. Steel sheet shall be oven baked epoxy polyester powder coated. Configuration 5 shelves with float glass door designed and manufactured for proper sealing against dust and insects. (The product should be ISO certified)
<b>12. Computer Table</b>
Height x Width X Depth: 750 x 1200 x 609 (in mm) Table top: Made out of 18mm thick OSL Pre-Laminated Particle Board Finishing of the Tablet Top: All exposed edges are covered with 2mm thick PVC edge banding tape Keyboard Trey: Yes for Keyboard provision Privacy Panel: Made out of 18mm thick OSL Pre-laminated particle board with edge binding and covering Width of the table. Privacy Panel dimension: 200mm x 1200mm Table frame: M.S. Metal frame Table frame Tube Dia: 25 Sqmm. Guage: Min 16 Guage for the frame Tube Powder Coated: 7 Layers duly powder coated Certification: BIFMA Certified
<b>13. Computer Chairs without wheels</b>
Armless Chair with metal legs Chair with PP seat & SS Legs without Arms Size: Height X Width X Depth: 810 x 465 x 610 (in mm) The OEM of the product should be ISO certified
<b>14. Teacher's Table</b>
Teacher Table overall size 1500 (L) x 750 (W) x 750 (H) mm approx. It shall be made of 20 mm thick high quality Pre-Laminated Particle boards with PVC strip edge banding of all exposed edge having one lockable drawer, one keyboard tray with space for CPU/UPS, key board tray with telescopic ball slides to be used for keyboard tray. It should have place to keep CPU, Printer and UPS. It should also have lockable drawer Unit and Book self of appropriate size. (The product should be ISO certified).
<b>15. Teacher's Chair</b>
Revolving chair with a 360-degree swivel offers a versatile range of motion, durable with Raw Material, Finish, Sturdiness and Durability to ensure that these products are in conformance with International Quality Standards. The OEM of the product should be ISO certified.
<b>16. 2KG Fire Extinguisher</b>
Stored Pressure Type, 2 Kg. Capacity Portable Unit, Class -B, Carbon Dioxide Based (as per IS standards) with Steel body (as per latest IS standards).
<b>17. Electrical Wiring (Including Cable, Laying, Socket/Switch &amp; Fixing Charges)</b>
Electrical works with supply of required components i.e. Wire, Switch, Socket, and Waterproof Back Box, PVC Conduit etc., as per the site requirement with industry standard.
<b>18. LAN Setup</b>

<p>UTP Cat 6 Cable specifications, Fire Retardant PVC Jacket, 4 Pair 23 AWG Solid Copper Conductors. U/UTP Unshielded FR PVC Jacket, UL CMR Rated, ANSI/TIA 568 C. Flame Rating IEC 60332-1, ISO/IEC 11801-2nd Edition, Min. 250 Mhz Bandwidth, Min. 1G Base-T, 5.8 mm Nominal Diameter, HDPE Insulation with Diameter 0.95 +/- 0.05mm, RoHS Complied. Should Certificates: EIA/ANSI/TIA-568-C.2/568.C-D, IEC 60332-1, ISO &amp; RoHS complied.</p>
<p><b>19. Cat6 Modular Jack</b></p>
<p>Category 6 RJ45 Unshielded Modular Jack, ISO/IEC 11801:2nd edition, EN 50173-1, ANSI/TIA/EIA 568-C.2 Category 6, IEC 60603-7 (603-7), Universal 110 Impact Tool Termination. Housing material: Polycarbonate/Flame Retardant PVC (UL-94-V0). The Modular Jack shall not require and Proprietary Termination Tool for termination of Cable.</p>
<p><b>20. Cat6 24 Port Shutter Unloaded Patch Panel</b></p>
<p>24-Port 1U Unloaded Universal Modular Straight Patch Panel, Support both for UTP &amp; STP Solutions, Cable Support Bar with slots to tie individual cable properly at the Support Bar. Transparent spring shutter for dust protection on each port. (Shuttered IO not recommended, because when shutter gets malfunctioned then entire IO is of no use). Should Certificates: EIA/ANSI/TIA-568-C.2/568.C-D, IEC 60332-1, ISO &amp; RoHS Complied.</p>
<p><b>21. Face Plate, Duplex</b></p>
<p>1 or 2 Port With Spring shutter for each port, UK Style (Square) Keystone-Type Faceplates, White Color, Suitable for both Flush and Wall mount Universal gang box.</p>
<p><b>22. Cat6 Patch Cord</b></p>
<p>3 Meter length having U/UTP Unshielded 24AWG Bare Copper, Stranded Flexible Conductor, LSZH Jacket.</p>
<p><b>23. RJ45 IP20 Cat6 Universal Plug</b></p>
<p>Cat6/CAT6A IP20 Industrial RJ45 Universal module toolless Plug, Support 1000 Base-T, IP 20 Rated &amp; RoHS Universal suitable for both Shielded and Unshielded Cables. Support IEEE 802.3bt 4PPoE up to 90Watts.</p>
<p><b>24. 15U Wall Mount Rack</b></p>
<p>550mm W x 500mm D, Adjustable mounting slots, Power Distribution Units, Cable Manager, Fans, Mounting Hardware, Powder coated finish with pre-treatment process meeting all industry standards. Conforms to DIN 41494 or equivalent ISO 14001 standard.</p>
<p><b>25. 2 MP CCTV Camera</b></p>
<p>1/2.8 Inch or Better 2MP CMOS Sensor, 3.6mm lens or Better, upto 30 meter IR Image Sensor Fixed Indoor AI Vandal Dome Camera, SD Card support with 512GB, IP66/IP76, IK10 Compliant.</p>
<p>Certificate – STQC Certified</p>
<p><b>26. Chemical Earthing</b></p>

Description	Specification
Earthing value	Earthing (E/N<=3V)
Earthing Electrode	Earthing Electrode 17.2/2 MTPCBR
Length of Earthing Electrode	Length: 2 meters
Terminal Size	To be specified by the tenderer
Inner strip	Material & Dimensions to be specified by the tenderer
Outer Pipe	Diameter to be specified by the tenderer
Thickness (THK)	250 Microns
Material	Copper or equivalent
Chemical composition	Maintenance-free chemical earthing
Chemical / Equivalent material type	Silica-Based Maintenance-Free Chemical or equivalent material to achieve the value of E/N<=3V
Material weight	25 Kgs or above to achieve the value of E/N<=3V
Standards	Must meet industry standards for corrosion resistance and long-term performance
Earth Pit Cover	Polyplastic Square or equivalent
Feature	Earth Pit Cover designed to eliminate civil work or equivalent industry standard practice
Other features of Pit cover	- UV-resistant and weatherproof - Easy installation and maintenance-free
<b>27. Supply and installation of electrical components including 16 Amp MCB, 63 Amp DP MCB, Metal Electrical Distribution Board, and 100 x 60 mm Cable Duct including switches and sockets</b>	
<p>All conforming to industry standards, of reputed make, and backed with a minimum 2 years warranty.</p> <p>16 Amp MCB – 5 Nos 63 Amp DP MCB – 2 Nos Metal Electrical Distribution Board – 1 No Cable Duct – 8 Nos Switches &amp; Sockets – as per the requirement</p> <p>However it is the duty of the successful bidder to install all the required electrical fitting to ensure proper power supply to all the equipment as per the lab setup.</p>	
<b>28. AI Enabled Tracking &amp; Teaching-Learning Application</b>	
<ul style="list-style-type: none"> <li>The bidder shall supply, install, configure and integrate the AI-enabled Tracking Teaching Learning application for a period of Five (05) years from the date of the User Acceptance Test (UAT) in each Lab.</li> </ul>	

- The application should be given licenses for IFPDs and desktop/laptop with 5 years of services for both Windows and Android OS.
- The bidder should provide individual teacher and student login for all teachers and students in schools and configure them to their classes and subjects.
- The Bidder should make the User manuals & Video manuals training documents available online during the entire contract period as a ready reference at any point in time by the Teachers.
- The bidder should conduct a school-wise teacher training program on the application. Bidder should provide the application with in-built grievances redressal system for both technical and academic issues.
- The application should be in both Web & Android APP applications with mobile APP.
- The application should be accessible both online and offline, with data automatically synchronized once the system reconnects to the internet.
- The application must ensure robust security measures, including encryption, to protect user data and comply with privacy regulations. Additionally, it should have auto-scaling capabilities to handle varying loads efficiently, ensuring optimal performance during peak usage.
- The application must be hoisted in a MeitY impaneled data center/cloud in India.

#	Parameter	Specifications
1	Tracking and Monitoring	<ul style="list-style-type: none"> <li>- The application should track class/Lab activities to ensure all prescribed content is covered within the required timelines.</li> <li>- Login account and interactive dashboard for each institute and all teachers to manage classroom/Lab activities and digital resources.</li> <li>- The application should track and report device, student and teacher performance, progress, and engagement.</li> <li>- The system should continuously monitor application and device performance, providing insights into load times, processing speeds, and system health to identify and address performance issues proactively.</li> <li>- The application should track live updates for all actions, giving administrators immediate feedback on device management activities like device running status, software &amp; hardware usage, blocked wi-fi access and blocked website access in real-time.</li> <li>- The application should support the management of both trackable and non-trackable assets using unique identifiers like serial numbers, ensuring accurate tracking of devices, including IFPs, OPS, UPS, Mic etc.</li> <li>- The application should provide real-time monitoring of trackable assets using asset tags and serial numbers to track running status, usage patterns, and network connectivity.</li> <li>- The application should maintain detailed records of hardware, including installation dates, locations, configurations, and signed installation certificates, along with specifications, installation details, and installer information, ensuring proper documentation and compliance.</li> <li>- The application should monitor and report on system usage, software utilization, blocked Wi-Fi networks, restricted websites,</li> </ul>

		<p>and prohibited applications or hardware, both during official hours and beyond.</p> <ul style="list-style-type: none"> <li>- The application should enable real-time remote control of devices, allowing administrators to restrict specific apps and websites, ensuring secure and focused usage.</li> <li>- The application should have the capability to control Wi-Fi settings and enforce geo-location boundaries, allowing administrators to ensure devices operate within authorized areas and that all connections remain secure, preventing unauthorized network access.</li> <li>- The application should allow administrators to set and enforce operational hours for devices.</li> <li>- The application should monitor local computers within the local network used by students, allowing it to capture screens and alert teachers in case of unauthorized or inappropriate usage. Additionally, teachers should have the ability to remotely access any student device in real-time to monitor live activities, ensuring a secure and focused learning environment.</li> <li>- The application should enabled teacher to control and manage the student desktops in the lab through its laptop/desktop.</li> </ul>
2	Teaching and Assessment Tools	<ul style="list-style-type: none"> <li>- The application should provide content creation features/tools to create content by teachers and AI-assisted content generation. Teachers can create lesson plans, quizzes, and multimedia resources, while AI can assist in generating lesson plans, quizzes, exercises, adaptive worksheets and video summaries based on the syllabus, aligning with curriculum standards.</li> <li>- The application should support a hybrid learning environment by enabling live online classes for students beyond the physical classroom.</li> <li>- Teachers and administrators should be able to upload a wide variety of content, such as images, videos, audio, PDFs, PPTs, and MS Office files.</li> <li>- The application should allow seamless uploading, storage, and management of these files, with content previews for quick access and compatibility with various devices.</li> <li>- The application should support embedding content like interactive quizzes, simulations, and multimedia presentations, and allow embedding of external links to resources such as YouTube videos or external reading materials to enrich the learning experience.</li> <li>- The application should allow teachers to organize content by class, subject, and topic, with the ability to create and manage subcategories. The content library must be structured logically for easy navigation, ensuring that all materials are easily retrievable when needed.</li> <li>- The application must include an advanced search tool enabling users to search for content using keywords, tags, metadata, file types, or subject categories, allowing users to quickly locate</li> </ul>

		<p>lessons, question banks, and multimedia resources.</p> <ul style="list-style-type: none"> <li>- The created or curated Content should be tagged by subject, topic, and level to improve discoverability, helping users efficiently find relevant material whether searching for specific topics or appropriate content for their learning stage.</li> <li>- The application should provide visibility controls for content creators to set whether the content is visible only to the institution, specific user roles, or globally accessible. Private content can be restricted to a teacher's class, while institution-wide resources can be shared with all teachers and students.</li> <li>- The application should allow teachers to organize and manage content in structured learning sequences, enabling teachers to create a learning path with defined activities, resources, assessments and worksheets.</li> <li>- The application should allow teachers and administrators to export data and reports in Excel, PDF, or HTML formats for offline analysis.</li> <li>- The application should include AI-assisted generation of tailored content and question banks based on student progress. AI tools can generate advanced questions for high-performing students and remedial exercises for students who need additional help, with contextualized real-world examples aligned with the subject.</li> <li>- To effectively gauge students' understanding of the lesson, the application should enable teachers to conduct instant quizzes based on the content covered in class. The system should leverage AI to automatically generate relevant questions while also allowing teachers to manually review, modify, or add questions as needed.</li> <li>- The application should provide teachers with the ability to conduct regular class tests by creating test papers. It should support the selection of questions from various types (e.g., multiple choice, descriptive, fill-in-the-blanks) and incorporate different levels of taxonomy to ensure a comprehensive assessment of student understanding.</li> <li>- Based on in-class activities, teachers can use AI to create breakout rooms, grouping students based on their learning needs and assigning personalized adoptive worksheets, assignments, or projects. The application should also include functionality for autocorrecting submitted work and generating rubric-based summary analysis reports at both the class and individual student levels. Additionally, the system should suggest relevant content to individual students based on the analytics and performance.</li> <li>- The application should support various question types, such as multiple-choice, and subjective answers. A verification process should be in place for AI-generated questions, allowing educators to review and validate questions before they are used in assessments.</li> <li>- The application should categorize questions based on Bloom's taxonomy, including levels such as Remembering, Understanding,</li> </ul>
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		<p>application, and Higher-Order Thinking Skills (HOTS).</p> <ul style="list-style-type: none"> <li>- The application should facilitate real-time doubt clearing session through teacher interactions or AI-powered chatbots.</li> <li>- The application should include Personalized Adaptive Learning (PAL) features to assist teachers in assessing overall class understanding. It should provide diagnostic tests to evaluate students' grasp of concepts, enabling teachers to tailor their instruction accordingly.</li> <li>- Personalized Adaptive Learning (PAL) features should be available on teachers' application, allowing them to track and guide students' progress with personalized learning tools. Teachers can assess student learning levels, recommend resources, and track progress both online and offline.</li> <li>- Teachers should be able to assign learning levels to the content they create based on the PAL framework, ensuring content is appropriately challenging and aligned with the student's learning needs.</li> <li>- The application should incorporate peer learning features to enhance classroom collaboration. It should support group activities, teacher-led practice test challenges, and structured feedback loops between teachers and students, promoting interactive learning, fostering discussion-based understanding, and improving overall classroom engagement.</li> <li>- The application also needs to have features of peer learning in assessment, assignments, practice test challenges, and feedback of understanding between students and teachers.</li> </ul>
	<p>Student Learning Tools</p>	<ul style="list-style-type: none"> <li>- The application needs to be pre-installed or easy to install on student desktops with the ability to track installations and usage.</li> <li>- The application needs to provide a secure login and registration system for each student, allowing personalized access to their learning materials, assignments, and progress tracking.</li> <li>- The application needs to support both offline and online modes, with pre-loaded content and two-way data sync to the main server for tracking student learning activities.</li> <li>- The application needs to provide each student with a personalized dashboard displaying assignments, personalized learning progress, quizzes, and study resources.</li> <li>- The application needs to provide access to videos, PDFs, quizzes, simulations, and other multimedia for an engaging learning experience.</li> <li>- The application needs to capture in class activities and provide details to students.</li> <li>- The application needs to create instant AI-generated quizzes based on completed lessons.</li> <li>- The application needs to allow automated evaluation and provide immediate feedback.</li> <li>- The application needs to track time spent on lessons, content</li> </ul>

		<p>viewed, quiz performance, and overall engagement.</p> <ul style="list-style-type: none"> <li>- The application needs to generate personalized progress reports to highlight strengths and areas for improvement.</li> <li>- The application needs to support group activities, practice test challenges, and discussion-based collaboration among other students.</li> <li>- The application needs to allow students to attend live online classes and access recorded sessions for later revision.</li> <li>- The application needs to feature AI chatbots for real-time doubt clearing, helping students get immediate answers to their questions.</li> <li>- The application needs to feature AI chatbots for revision of any chapter/topic once completed.</li> <li>- The application needs to classify quiz and test questions into different cognitive levels like Remembering, Understanding, Application, and Higher-Order Thinking Skills (HOTS).</li> <li>- The application needs to allow students to download study materials for offline use.</li> <li>- The application needs to ensure data auto-sync once connected to the internet.</li> <li>- The application needs to send alerts for upcoming tests, assignment deadlines, and important updates.</li> <li>- The application needs to provide alerts for announcements, notices, events, news, and polls to keep students informed.</li> <li>- The application needs to provide alerts for announcements, notices, events, NEWS, and polls to keep students informed.</li> <li>- The application needs to assess student learning levels using Personalized Adaptive Learning (PAL) and provide personalized recommendations for content, quizzes, and remedial exercises.</li> <li>- The application needs to generate adaptive worksheets and assignments based on student performance and learning needs, using Personalized Adaptive Learning (PAL) features.</li> <li>- The application needs to analyze student behavior and performance using Personalized Adaptive Learning (PAL) to offer personalized content recommendations, adjusting dynamically based on individual learning needs.</li> <li>- The application needs to provide Personalized Adaptive Learning (PAL) pathways, automatically suggesting resources, exercises, and assessments tailored to each student's pace and proficiency level.</li> <li>- The application needs to track individual learning patterns using Personalized Adaptive Learning (PAL), identifying strengths and weaknesses to optimize the learning journey and make content more engaging for each student.</li> <li>- The application needs to leverage AI in Personalized Adaptive Learning (PAL) to provide real-time suggestions for additional learning material or activities based on the student's progress and</li> </ul>
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		<p>quiz/test performance.</p> <ul style="list-style-type: none"> <li>- The application needs to offer personalized feedback after each assessment or exercise, highlighting areas where students need improvement and suggesting targeted resources for practice using Personalized Adaptive Learning (PAL).</li> <li>- The application needs to adapt the difficulty level of quizzes and assignments in real-time based on student progress, ensuring that content remains challenging yet achievable, using Personalized Adaptive Learning (PAL).</li> <li>- The application needs to use machine learning algorithms within Personalized Adaptive Learning (PAL) to predict a student’s future performance and proactively recommend personalized interventions to keep them on track.</li> <li>- The application needs to integrate AI-driven formative assessments within Personalized Adaptive Learning (PAL) that automatically adjust according to the learner’s progress, offering both challenges for advanced learners and support for struggling students.</li> <li>- The application needs to provide personalized goals and milestones for each student, enabling them to track their progress and stay motivated by small wins and achievements through Personalized Adaptive Learning (PAL).</li> <li>- The application needs to offer dynamic, personalized study plans that evolve as the student advances, taking into account their current knowledge, skills, and learning objectives using Personalized Adaptive Learning (PAL) features.</li> </ul>
3	Grievance Management	<ul style="list-style-type: none"> <li>- The application should include a centralized ticketing system to handle all requests and grievances, ensuring that issues are tracked from initiation to resolution.</li> <li>- The application should categorize tickets by urgency and type, enabling administrators to prioritize critical issues and ensure that high-priority requests are handled promptly.</li> <li>- The application should maintain detailed records for each ticket, including issue descriptions, status updates, resolution steps, and closure information</li> <li>- The system shall include an internal query management system, allowing issues to be raised by various stakeholders within the institution, including the institute administration, principal, and teachers for both technical and academic issues. Each user role will have specific access privileges to ensure that queries are directed to the appropriate department/service provider or individual for prompt resolution.</li> <li>- The application should issue acknowledgment receipts for each grievance, outlining expected response times.</li> <li>- The application should include continuous feedback mechanisms to gather input from users after each ticket is resolved.</li> </ul>

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Adarsha Vidyalaya Sangathan (OAVS)

4	Administration	<ul style="list-style-type: none"> <li>- The application should implement role-based access controls (RBAC), ensuring that users can only access data and functionalities appropriate to their roles, minimizing security risks.</li> <li>- Administrator can easily enroll, unenroll, shut down, lock and manage devices and also group and subgroup the devices based on school, block, district, project etc.</li> <li>- The content viewer app should allow central administrators to manage and curate content across schools and districts, ensuring content is standardized, updated, and distributed uniformly while being customizable for individual institution needs.</li> <li>- The application should allow administrators to communicate any emergency alert to notify users / classrooms about urgent issues like system failures, security breaches, or natural disasters. Alerts should be sent via email, SMS, or push notifications to ensure timely action.</li> <li>- The application should provide centralized control for administrators to monitor platform usage, manage content, and oversee user engagement, ensuring system integrity and compliance with institutional policies.</li> <li>- The application should enable administrators to track the complete lifecycle of asset installations, from installation status to grievances, transfers, and damage reports, ensuring that assets are properly managed and issues are resolved promptly.</li> <li>- The application should allow administrators to track devices by real-time location, ensuring that they are used within authorized areas to prevent unauthorized movements and maintain asset security and proper allocation.</li> <li>- The application should send alerts if a device is moved outside its designated location, ensuring proper allocation of devices and flagging unauthorized movements for investigation, preventing potential theft or misplacement.</li> <li>- The application should notify administrators immediately if there are unauthorized attempts to access restricted apps or websites.</li> <li>- The administrator can share content or data or alert remotely to selected or all devices.</li> <li>- The application should allow the administrator to send announcements to Teachers and students during specific time through text/voice/ image/video format.</li> </ul>
5	Dynamic Live Dashboard	<ul style="list-style-type: none"> <li>- The application should provide a comprehensive analytics dashboard for teachers, tracking key classroom metrics such as content usage, student engagement, time spent on lessons, and device activity. It should also monitor peer-based collaborations and overall platform utilization, enabling educators to assess teaching effectiveness and identify areas for improvement.</li> <li>- A dynamic dashboard should be provided, offering each user group relevant KPIs and analytics. Teachers will access classroom-specific data, such as lesson progress, student engagement, and</li> </ul>

		<p>completion rates. The dashboards will support drill-down features, allowing teachers to analyze data from broad trends down to individual student performance for deeper insights.</p> <ul style="list-style-type: none"><li>- The application should provide a unified dashboard for managing device status across various administrative levels, allowing administrators to monitor running status, active applications, browser history, and real-time location tracking of devices.</li><li>- The application should provide advanced analytics tools to track usage trends and operational data, including metrics such as the most frequently used applications, peak usage hours, common errors or misuses, and after-hours utilization.</li><li>- The application should continuously monitor the health, performance, and usage patterns of devices, identifying operational issues early to ensure optimal device performance.</li></ul>

**Annexure-4: Bidder's Authorization Certificate**  
*(To be filled by the Bidder)*

To,

The General Manager (Admn.)  
Odisha Computer Application Centre (OCAC)  
OCAC Building, Plot No.-N-1/7-D,  
Acharya Vihar Square, RRL Post Office,  
Bhubaneswar-751013 (INDIA)

I/ We {Name/ Designation} hereby declare/ certify that {Name/ Designation} is hereby authorized to sign relevant documents on behalf of the company/ firm in dealing with RFP reference No. PT1-OCAC-SEGP-INFRA-0003-2024-26014. He/ She is also authorized to attend meetings & submit technical & commercial information/ clarifications as may be required by you in the course of processing the Bid. For the purpose of validation, his/ her verified signatures are as under.

Thanking you,

Name of the Bidder:

Verified Signature

Authorized Signatory:

Seal of the Organization:

Date:

Place:

## **Annexure-5: Bank Guarantee Format**

*(To be signed by bank and submitted by Bidder)*

To

The General Manager (Admn.)  
Odisha Computer Application Centre (OCAC)  
OCAC Building, Plot No.-N-1/7-D,  
Acharya Vihar Square, RRL Post Office,  
Bhubaneswar-751013 (INDIA)

Whereas <<Name of the bidder>> (hereinafter called 'the Bidder') has submitted the bid for Submission of RFP Ref. No. PT1-OCAC-SEGP-INFRA-0003-2024-26014, for Selection of Agency for Supply, Installation & Commissioning of Computer Laboratories for Odisha Adarsha Vidyalaya Sangathan (OAVS) (hereinafter called "the Bid") to OCAC Know all Men by these presents that we <<Name of the Bidder>> having our office at <<Address>> (hereinafter called "the Bank") are bound unto the <<Nodal Agency>> (hereinafter called "the Purchaser") in the sum of Rs. <<Amount in figures>> (Rupees <<Amount in words>> only) for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this <<Date>>

The conditions of this obligation are:

1. If the Bidder having its bid withdrawn 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 Purchaser during the period of validity of bid
    - a) Withdraws his participation from the bid during the period of validity of bid document;
- Or
- b) Fails or refuses to participate in the subsequent RFP process after having been short listed;

We undertake to pay to the Purchaser up to the above amount upon receipt

of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the RFP occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to <<insert date>> and including <<extra time over and above mandated in the RFP>> from the last date of submission and any demand in respect thereof should reach the Bank not later than the above date.

NOTWITHSTANDING ANYTHING CONTAINED HEREIN:

- I. Our liability under this Bank Guarantee shall not exceed Rs. <<Amount in figures>> (Rupees <<Amount in words>> only) II.

This Bank Guarantee shall be valid up to <<insert date>>)

- III. It is condition of our liability for payment of the guaranteed amount or any part thereof arising under this Bank Guarantee that we receive a valid written claim or demand for payment under this Bank Guarantee on or before <<insert date>>) failing which our liability under the guarantee will automatically cease.

(Authorized Signatory of the Bank)

Seal:

Date:

## Annexure-6: RFP Form

(To be filled by the Bidder)

<b>Name of the Tendering Authority</b>	The General Manager (Admin.)
<b>Address</b>	Odisha Computer Application Centre (OCAC) OCAC Building, Plot No.-N-1/7-D, Acharya Vihar Square, RRL Post Office, Bhubaneswar-751013 (INDIA)
<b>Telephone</b>	
<b>Tele Fax</b>	
<b>Email</b>	

### 2) Firm Details:

<b>Name of Firm</b>				
<b>Name of CMD of the firm with email id,</b>				
<b>Name of Contact Person with Designation</b>				
<b>Registered Office Address</b>				
<b>Address of the Firm</b>				
<b>Year of Establishment</b>				
<b>Type of Firm Put Tick</b>	Public Limited	Private Limited	Partnership	Proprietary
<b>Telephone Number(s)</b>				
<b>Email Address/ Web Site</b>	Email:		Web-Site:	
<b>Fax No.</b>				
<b>Mobile Number</b>	Mobile:			
<b>Certification/Accreditation/Affiliation, if Any</b>				

3)The requisite tender fee amounting to Rs. \_\_\_\_\_/- (Rupees <in words>) has been deposited vide DD/BC/receipt no. \_\_\_\_\_ Dated \_\_\_\_\_.

4) We agree to abide by all the terms and conditions mentioned in this form issued by the Empanelment Authority and also the further conditions of the said notice given in the attached sheets (all the pages of which have been signed by us in token of acceptance of the terms mentioned therein along with stamp of the firm).

Date:

Name & Seal of the firm: \_\_\_\_\_

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

## **Annexure-7: Covering Letter - Technical Bid**

*(To be filled by the bidder and signed in Company Letter Head)*

To

The General Manager (Admin)  
Odisha Computer Application Centre  
N-1/7-D, Acharya Vihar, P.O. - RRL,  
Bhubaneswar - 751013

**Subject:** Technical Proposal for Selection of Agency for Supply, Installation & Commissioning of Computer Laboratories for Odisha Adarsha Vidyalaya Sangathan (OAVS), RFP Enquire No- PT1-OCAC-SEGP-INFRA-0003-2024-26014.

Sir/Madam,

We, the undersigned, offer to provide our services against your RFP enquiry no. <Insert RFP no> dated <insert date>. We are hereby submitting our Proposal, which includes this Technical Bid sealed in the 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 agree to abide by all the terms and conditions of the tender document. We would hold the terms of our bid valid for 180 days as stipulated in the RFP document.

We agree that you are not bound to accept the lowest or any bid response you may receive. We also agree that you reserve the right in absolute sense to reject all or any of the products / services specified in the bid response without assigning any reason whatsoever.

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

Yours sincerely,

Authorized Signature [*In full and initials*]: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

## **Annexure-8: Manufacturer's Authorization Form (MAF)**

Letter No. \_\_\_\_\_

To

The General Manager (Admin.)  
Odisha Computer Application Centre  
Plot No. - N-1/7-D, Acharya Vihar P.O. - RRL,  
Bhubaneswar – 751013

Sub: OEM Authorization Letter

RFP Ref No: PT1-OCAC-SEGP-INFRA-0003-2024-26014, Dated 18.02.2026

Dear Sir

We, who are established and reputable\_\_\_\_\_ having factories / development facilities at (*address of factory / facility*) do hereby authorize M/s (*Name and address of Agent*) to submit a Bid, and accept the Purchase Order against the above Bid Invitation. We hereby extend our full guarantee and warranty for the Solution, Products and services offered by the above firm against this Bid Invitation. We further undertake that we will support the supplier will all related spares and maintenance during the entire contract period.

We duly authorize the said firm to act on our behalf in fulfilling all installations, Technical support and maintenance obligations required by the Project.

Yours faithfully,

(Name)

Seal

**Note:** This letter of authority should be on the letterhead of the OEM and should be signed by a person competent and having the power of attorney to bind the manufacturer.

## **Annexure-9: Financial Bid Cover Letter and Format**

*(To be filled by the bidder and signed in Company Letter Head)*

To

The General Manager (Admin)  
Odisha Computer Application Centre  
N-1/7-D, Acharya Vihar  
Bhubaneswar – 751013

Date:

**Subject:** Submission of the financial bid for Selection of Agency for Supply, Installation & Commissioning of Computer Laboratories for Adarsha Vidyalayas.

Dear Sir/Madam,

We, the undersigned, offer to Supply, Installation & Commissioning of Computer Laboratories for Odisha Adarsha Vidyalaya Sangathan (OAVS) RFP Ref No. PT1-OCAC-SEGP-INFRA-0003-2024-26014 and our Proposal (Pre-qualification, Technical and Financial Proposals). Our attached Financial Proposal is for the sum of <<Amount in words and figures>>inclusive of taxes and duties.

### **1. Price and Validity**

All the prices mentioned in our RFP are in accordance with the terms as specified in the RFP documents. We declare that our Bid Price is for the entire scope of the work as specified in the appropriate section in the RFP. All the prices and other terms and conditions of this Bid are valid minimum for a period 180 days from the date of opening of the Bid. Subject to further extended period as mutually agreed upon.

We hereby confirm that our prices do not include any taxes and duties.

We understand that the actual payment would be made as per the existing tax rates during the time of payment.

### **2. Unit Rates**

We have indicated in the relevant forms enclosed, the unit rates for the purpose of on account of payment as well as for price adjustment in case of any increase to / decrease from the scope of work under the contract.

### **3. Qualifying Data**

We confirm having submitted the information as required by you in your Instruction to Bidders. In case you require any other further information/documentary proof in Odisha Computer Application Centre (OCAC) this regard before evaluation of our bid, we agree to furnish the same in time to your satisfaction.

#### **4. Bid Price**

We declare that our Bid Price is for the entire scope of the work as specified in the RFP. These prices are indicated at Price Bid attached with our bid as part of the Bid. We understand you are not bound to accept any tender 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.

We understand that our bid is binding on us and that you are not bound to accept a bid you receive.

Thanking you,

Yours sincerely,

Authorized

Signature:

Name and Title of Signatory:

Name of Firm: Address:

**Annexure-10: Commercial Bid - Item Wise Price Schedule for One Adarsha Vidyalaya**

<b>Sl. No.</b>	<b>Item</b>	<b>Bill of Quantity</b>	<b>Unit Cost</b>	<b>GST Per Unit</b>	<b>Total Unit Cost</b>	<b>Total Amount</b>
<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G=E+F</b>
1	Desktop with monitor , keyboard & mouse.	4				
2	Thin client nodes	36				
3	Head Phone	41				
4	Webcam	40				
5	Laptop	1				
6	Interactive Panel	1				
7	5 KVA Online UPS	1				
8	48 Port Layer 2 Smart Managed Switch	1				
9	Multi-Function Printer	1				
10	Speaker with Microphone	1				
11	Glass Door Almira/ Wall mount Cup Board	1				
12	Computer Table	40				
13	Computer Chairs without wheels	40				
14	Teacher's Table	1				
15	Teacher's Chair	1				
16	2 KG Fire Extinguisher	2				

## Request for Proposal (RFP) for Selection of Agency for Supply, Installation &amp; Commissioning of Computer Laboratories for Adarsha Vidyalayas

<b>Sl. No.</b>	<b>Item</b>	<b>Bill of Quantity</b>	<b>Unit Cost</b>	<b>GST Per Unit</b>	<b>Total Unit Cost</b>	<b>Total Amount</b>
<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G=E+F</b>
17	Electrical Wiring (Including Cable, Laying, Socket/Switch & Fixing Charges)	600 Meters				
18	LAN setup	500 Meters				
19	Cat6 Modular Jack	84				
20	Cat6 24 Port Shutter Unloaded Patch Panel	2				
21	Face Plate, Duplex	40				
22	Cat6 Patch Cord	84				
23	RJ45 IP20 Cat6 Universal Plug	4				
24	15U Wall Mount Rack	1				
25	2 MP CCTV Camera	1				
26	Chemical Earthing	1				
27	Supply and installation of electrical components including 16 Amp MCB, 63 Amp DP MCB, Metal Electrical Distribution Board, and 100 x 60 mm Cable Duct including switches and sockets					
28	AI Enabled Tracking & Teaching-Learning Application	1				
29	One Time Delivery, Installation and Training Cost	1				
<b>Total Cost Including GST @ One Adarsha Vidyalaya ICT LAB</b>						
<b>[X] Grand Total Cost Including GST @ 128 Nos of Adarsha Vidyalaya ICT LAB</b>						

**Authorized Signatory with Official Seal**

<b>Minimum Manpower Requirement For 128 Nos of Adarsha Vidyalaya Schools for Five (05) Years</b>						
<b>SL. No.</b>	<b>Item</b>	<b>Quantity (A)</b>	<b>Unit Cost (in Rs.) (B)</b>	<b>Taxes (in Rs.) (C)</b>	<b>Total Cost (in Rs.) (D = B + C)</b>	<b>Total Amount (in Rs.) (E = A x D)</b>
1.	IT Manager	01				
2.	Helpdesk Support/IT Coordinators	02				
3.	Resident Field Engineer	04				
<b>[Y] Manpower Cost Including GST for 128 Nos of Adarsha Vidyalaya Schools</b>						
<b>Grand Total Cost i.e. [X] + [Y] Including GST for 5 Years</b>						

**Note: -**

- All the above price would be in INR only.
- The above price would include compressive OEM warranty support for a period of five (05) years from the date of UAT.
- The above price also included the manpower cost for a period of five (05) years.
- The bidder has to compulsorily quote for all items mentioned in the Commercial-bid Tables. In case bidder fails to quote for any of this stage, the bid would be summarily rejected.
- Above is indicative, however the quantity may increase or decrease at the time of placing the purchase order as per actual.
- The tax rates will be mentioned as per standards.

**Annexure-11: Financial Capabilities**  
*(To be filled by the Bidder)*

<b>Turnover (Rs. In Crores)</b>		
<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
<b>Net worth (Rs. In Crore)</b>		
<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>

**Annexure-12: Self-Declaration**  
*(Non-blacklisted in company Letter Head)*

To

The General Manager (Admin)  
Odisha Computer Application Centre  
(Technical Directorate of I.T. Dep<sup>t</sup>, Govt. of Odisha)  
N-1/7-D, Acharya Vihar P.O. - RRL,  
Bhubaneswar - 751013

Sir

In response to the RFP Ref. No: PT1-OCAC-SEGP-INFRA-0003-2024-26014, Dated 18.02.2026, for RFP titled "Selection of Agency for Supply, Installation & Commissioning of Computer Laboratories for 128 numbers of Odisha Adarsha Vidyalaya Sangathan (OAVS)", as an owner/ partner/ Director of (organization name) \_\_\_\_\_ I/ We hereby

declare that presently our Company/ firm is not under declaration of ineligible for corrupt & fraudulent practices, blacklisted either indefinitely or for a particular period of time, or had work withdrawn, by any State/ Central government/ PSU.

I/We further declare that there is no past / ongoing legal trial in name of any of the Owner / Partner / Director of the bidding company as on the tender submission date.

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

Thanking you,

Name of the Bidder: .....

Authorized Signatory: .....

Signature:

Seal:

Date:

Place:

**Annexure-13: Project Citation Format**  
*(To be filled by the Bidder)*

<b>Relevant IT Project Experience</b>	
<b>General Information</b>	
Name of the project	
Client for which the project was executed	
Name and contact details of the client	
<b>Project Details</b>	
Description of the project	
Scope of services	
<b>Other Details</b>	
Total cost of the project	
Duration of the project (no. of months, start date, completion date, current status)	

**Annexure-14: Project References for Experience of Bidder**

Sl. No.	Name of Customer	Contact person Name	Phone, fax and e- mail of customer	Project Location:	Name of the Project with Brief	Year						
						2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
<b>1</b>												
<b>2</b>												
<b>3</b>												

(Indicative Format, to be filled by Bidder & submitted in Company Letter Head)

**Note:** Please attach a copy of the work order/ completion certificate/ purchase order/ letter from the customer for each project reference.

## Annexure-15: Details of documents to be submitted by the Bidder

Sl. No.	Documents to be submitted		
	Pre-qualification bid	Technical Bid	Financial Bid
1	Bidder's Authorization Certificate ( <b>Annexure-4</b> )	Technical Bid Covering Letter ( <b>Annexure-7</b> )	Financial Bid Cover letter and Format ( <b>Annexure-9</b> )
2	Particulars of the Bidder( <b>Annexure-2</b> )	Detailed Bill of material as per components indicated in Bill of Quantity. ( <b>Annexure-3</b> )	Financial Bid ( <b>Annexure-10</b> )
3	a. Valid copy of Certificate of incorporation and Registration Certificates b. Copy of GST registration. c. Copies of relevant Certificates of Registration, Income Tax/ PAN Number from the respective Government Department.	Technical Specification Compliance Documents with all supporting details.	
4	Audited Balance Sheets		
5	CA Certificate with CA's Registration Number & Seal		
6	Valid Copy of ISO Certificates		
7	Relevant Documents supporting Office Addresses /Undertaking. (Local presence)		
8	RFP Form ( <b>Annexure- 6</b> )		
9	MAF ( <b>Annexure-8</b> )		
10	Self-Declaration ( <b>Annexure- 12</b> )		
11	Project Citation Format( <b>Annexure- 13</b> )		
12	Project References ( <b>Annexure- 14</b> )		
13	<b>EMD</b> Declaration as mentioned in the Eligibility/Pre-qualification Criteria of the RFP		