

Smart LAB @Schools



**Request for Proposal (RFP) for Selection of
System Integrator for Establishment of Smart
LABs for Govt. and Govt. aided High Schools
in the District of Keonjhar, Odisha
Government of Odisha**

RFP REF No.: OCAC-SEGP-INFRA-0019-2021-21022



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



ODISHA COMPUTER APPLICATION CENTRE

[TECHNICAL DIRECTORATE OF E&IT DEPARTMENT, GOVERNMENT OF ODISHA]

OCAC Building, Acharya Vihar Square, Bhubaneswar-751013, Odisha, India

W: www.ocac.in | **T:** 0674-2567295/2567283 | **F:** 0674-2567842

Instruction to Bidders for Online Bid Submission

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>

GUIDELINES FOR REGISTRATION:

1. Bidders are required to enrol 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 for activation of the account.

SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the e-tender Portal, to facilitate bidders to search active tenders by several parameters.
2. Once the bidders have selected the tenders they are interested in, then they can pay the Tender fee and processing fee (NOT REFUNDABLE) by net-banking / Debit / Credit card then you may download the required documents / tender schedules, Bid documents etc. Once you pay both fee tenders will be moved to the respective 'requested' Tab. This would enable the e- tender Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

PREPARATION OF BIDS

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF formats. Bid Original documents may be scanned with 100 dpi with Colour option which helps in reducing size of the scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, GST, Annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Documents" available to them to upload such documents.
5. These documents may be directly submitted from the "My Documents" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process. Already uploaded documents in this section will be displayed. Click "New" to upload new documents.

SUBMISSION OF BIDS

1. 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 time. Bidder will be responsible for any delay due to other issues.
2. 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.
3. 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.
4. 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 the Online Opening of Financial Bid. In case of non-receipt of BG amount in original by the said time, the uploaded bid will be summarily rejected.
5. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the yellow Coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
6. The server time (which is displayed on the bidders' dashboard) 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.
7. The uploaded bid documents become readable only after the tender opening by the authorized bid openers.
8. Upon the successful and timely submission of bid click "Complete" (i.e. after Clicking "Submit" in the portal), the portal will give a successful Tender submission acknowledgement & a bid summary will be displayed with the unique

id and date & time of submission of the bid with all other relevant details.

9. 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.

For any clarification in using eNivida Portal:

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. 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

Table of Contents

1	Request for Proposal.....	10
2	Structure of the RFP	10
3	Background Information	11
3.1	Basic Information.....	11
3.2	Project Background.....	11
3.2.1	About the Department.....	11
3.2.2	Introduction of OKCL and its activities for the Smart Lab Project.....	11
3.2.3	Project Profile.....	12
4	Instructions to the Bidders.....	12
4.1	General.....	12
4.2	Compliant Proposals/ Completeness of Response.....	13
4.3	Code of integrity.....	13
4.4	Pre-Bid Meeting & Clarifications	14
4.4.1	Pre-bid Conference.....	14
4.4.2	Responses to Pre-Bid Queries and Issue of Corrigendum.....	14
4.5	Key Requirements of the Bid.....	15
4.5.1	Right to Terminate the Process.....	15
4.5.2	RFP Document Fees.....	15
4.5.3	Earnest Money Deposit (EMD)	15
4.5.4	Submission of Proposals.....	16
4.5.5	Contents of the technical bid.....	16
4.6	Preparation and Submission of Proposal	16
4.6.1	Proposal Preparation Costs	16
4.6.2	Language	17
4.6.3	Venue & Deadline for Submission of Proposals.....	17
4.6.4	Late Bids.....	17
4.7	Evaluation Process.....	17
4.7.1	Tender Opening	18
4.7.2	Tender Validity.....	18
4.7.3	Tender/Proposal Evaluation	18
5	Criteria for Evaluation.....	18
5.1	Prequalification Criteria (General Bid).....	19

5.2	Technical Evaluation Criteria.....	23
5.3	Financial bid Evaluation Criteria.....	24
6	Appointment of System Integrator or Service Provider	25
6.1	Award Criteria	25
6.2	Right to Accept Any Proposal & Reject Any / All Proposal(s)	25
6.3	Purchaser’s Procurement Rights	25
6.4	Notification of Award.....	26
6.5	Contract Finalization and Award.....	26
6.6	Signing of Contract.....	26
6.7	Performance Guarantee	26
6.8	Failure to Agree with the Terms and Conditions of the RFP.....	27
7	Scope of Work.....	28
7.1	Brief Background.....	28
7.2	Facility management function at existing 221 SMART labs of Zone-1	29
7.3	Site Preparation.....	30
7.4	Installation, Maintenance and Commissioning of SMART Labs.....	30
7.5	Supply and Installation of System Software	32
7.6	Support Functions	33
7.7	Provision of Consumable related services	33
7.8	Provision of Internet.....	34
7.9	Electricity charges.....	34
7.10	Fuel Charges.....	34
7.11	Insurance	35
7.12	Manpower Requirements.....	35
7.13	Setting up Helpdesk.....	36
7.14	Training & Handholding.....	36
7.15	Monitoring Activities	37
7.16	Timeline.....	38
7.17	Warranty.....	39
7.18	Service Level Metrics Measurement with penalty.....	39
A.	During implementation Period	39
B.	Operation & Management Period (Hardware and Peripherals related services) ..	39
C.	For recurring services.....	40
7.18.1	Service Level Change Controls	40
7.19	Payment Term	41

7.19.1	Site Preparation, Installation & Commissioning of equipment	41
7.19.2	Recurring expenditure	41
7.21	Exit Management	41
7.22	Bill of Quantity (BOQ).....	42
8	Formats for Submission of Proposal.....	53
8.1	Bidder’s Organisation (General Details)	53
8.2	Self-Declaration: Not Blacklisted	54
8.3	Bidder’s Authorisation Certificate.....	55
8.4	Acceptance of Terms & Conditions.....	56
8.5	Technical Bid Cover Letter.....	57
8.5.1	Project Citation Format	58
8.5.2	Proposed Solution.....	59
8.5.3	Proposed Work Plan.....	60
8.5.4	Team Composition.....	61
8.5.5	Deployment of Personnel.....	62
8.6	Undertaking on Pricing of Items of Technical Response.....	63
8.7	Manufacturers’ Authorization Form (MAF)	64
8.8	Format for Bank Guarantee for Earnest Money Deposit	65
8.9	Financial Bid Letter	67
17.1	Performance Security.....	74

Fact Sheet

This **Fact Sheet** comprising of important factual data on the tender is for quick reference of the bidder.

Clause Reference	Topic
Section 4.3.1	<p>A pre-bid meeting will be held on 30.06.2021 at 11:30 AM through VC mode. <u>Only the prospective bidders who have deposited the prescribed RFP document fee shall be allowed to participate in Pre-bid.</u></p> <p>The link of VC 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.</p> <p>Contact Person General Manager (Admin) Email : gm_ocac@ocac.in</p> <p>All the queries should be received on or before 29.06.2021 by 1:00 PM through email only to gm_ocac@ocac.in (with a copy to manas.pati@ocac.in) at the above mentioned address. The bidder have to send the proof of payment of RFP document fee along with the pre-bid queries.</p>
Section 4.4.2	<p>RFP can be Downloaded from www.odisha.gov.in or www.ocac.in or https://enivida.odisha.gov.in/. The bidders are required to submit the document Fee of ₹20,720/- (inclusive of 12% GST) in shape of Bank Draft in favour of Odisha Computer Application Centre and payable at Bhubaneswar from any of the scheduled commercial banks along with the Proposal (General Bid).</p>
Section 4.4.3	<p>The bidder is required to submit Earnest Money Deposit amounting to ₹1,20,00,000/- in shape of Bank Draft / Bank Guarantee in favour of Odisha Computer Application Centre, Bhubaneswar or Bank Guarantee issued from any of the Scheduled Banks <u>as per the prescribed format in this RFP.</u></p>
Section 4.4.4	<p>Bidders must submit response eNivida portal(https://enivida.odisha.gov.in/) only</p>
Section 4.5.2	<p>The Proposal should be filled in by the Bidder in English language only.</p>
Section 4.5.3	<p>The bidder should quote price in Indian Rupees only. The offered price must be exclusive of taxes and duties. The taxes as appropriate & applicable would be paid at the prevalent rates.</p>
Section 4.5.4	<p>The proposal submission address is: General Manager (Admin) Odisha Computer Application Centre N-1/7-D, Acharya Vihar Square P.O.- RRL, Bhubaneswar - 751013</p>

Clause Reference	Topic
	Proposals must be submitted on or before 08.07.2021 by 12:00 Noon electronic mode only
Section 4.6.2	Proposals/ Bids must remain valid 180 days from the date of opening of Commercial Bid.
Section 5	Least Cost Selection (LCS) i.e. L1 method shall be used to select the software firm for this tender. The bidder is required to submit the bids General (Pre-qualification), Technical & Financial bid in eNivida portal (https://enivida.odisha.gov.in/). Technical bid of those bidders who qualify in General Bid shall be opened. Financial bid of those bidders who qualify in Technical Bid by scoring 70% or above shall be opened. Consortium with maximum two bidders (inclusive of prime bidder) is allowed.
Section 7	This project includes deliverables relating to site preparation as well as supply, installation and commissioning of hardware and equipment (including supply of Microsoft academic licenses) required for establishment of Smart Lab at specified schools in Keonjhar District in Odisha. Also Provide facility management services for a period of 5 years from the date of commission/FAT.
Section 7.7.5	Total project period is 5 years and 2 months . The System Integrator must setup the Smart Lab and complete delivery and installation of equipment within time frame of 2 months from the date of work order/PO.

The Bid document may be purchased by any interested Bidder by paying the document fee of Rs. 20,720/- & Tender Processing fee of Rs. 5,900/-/-online on the eNivida portal through e-Payment Gateway, at any time before Tender Closing. The complete bid document has also been published on the website www.ocac.in, & www.odisha.gov.in, <https://enivida.odisha.gov.in> (Online Bid submitted on e-Nivida portal will be valid only).

1 Request for Proposal

Online RFP are invited from eligible, reputed, qualified Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha. This invitation to bid is open to all bidders meeting the minimum eligibility criteria as mentioned in this RFP Document.

2 Structure of the RFP

This RFP document for Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha comprises of the following.

- a) Instructions on the Bid process for the purpose of responding to this RFP. This broadly covers:
 - i) General instructions for bidding process
 - ii) Bid evaluation process including the parameters for Pre-qualification, Technical Evaluation and Commercial Evaluation for determining bidder's suitability as the system integrator
 - iii) Commercial bid and other formats
- b) Functional and Technical Requirements of the project. The contents of the document broadly cover the following areas:
 - i) About the project and its objectives
 - ii) Scope of work
 - iii) Functional and Technical Requirements
 - iv) Project Schedule
 - v) Service levels for the implementation partner
 - vi) Timeline of Project implementation

The bidders are expected to respond to the requirements as completely and in as much relevant detail as possible, and focus on demonstrating bidder's suitability to become the implementation partner of OCAC for this project.

The bidders are expected to examine all instructions, forms, terms, project requirements and other information in the RFP documents. Failure to furnish all information required as mentioned in the RFP documents or submission of a proposal not substantially responsive to the RFP documents in every respect will be at the bidder's risk and may result in rejection of the proposal.

3 Background Information

3.1 Basic Information

OCAC the Technical Directorate of E&IT Department, Government of Odisha invites responses ("Tenders") to this Request for Proposals ("RFP") from System Integration firms ("Bidders") for Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha as described in this RFP, "Terms of Reference".

Proposals must be received not later than time, date and venue mentioned in the Fact Sheet. Proposals that are received late will not be considered in this procurement process.

OCAC will award the Contract to the successful bidder whose proposal has been determined as the best value proposal based on Technical and Financial evaluation criteria and accepted by the Tender Accepting Authority.

3.2 Project Background

3.2.1 About the Department

The Department of Electronics & Information Technology is the nodal department for Government of Odisha in the matters of IT, ITES and Communication. The department plays a vital role in formulating and implementing policy matters in Information Technology, ITES, Electronics and Telecom; promotion of Odisha as an ultimate ICT destination for investment and facilitating ICT industries; assisting other department for effective e-Governance and capacity building; Promotion of ICT based education in the State.

Odisha Computer Application Centre (OCAC), the Technical Directorate of Electronics & Information Technology Department, Government of Odisha, has evolved through years as a centre of excellence in IT solutions and e-Governance. It has contributed significantly to the steady growth of IT in the state. It helps IT to reach the common citizen so as to narrow down the Digital Divide and widespread applications of IT in establishing a system where the citizens are receiving good governance in addition to ensuring speed of decisions from a transparent Government through an effective e-Governance System.

3.2.2 Introduction of OKCL and its activities for the Smart Lab Project

Odisha Knowledge Corporation Limited (OKCL), a Special Purpose Vehicle (SPV) under administration of the Department of Electronics and Information Technology, Government of Odisha, will monitor the implementation of 'Smart Lab Project'. DEO Keonjhar has decided to engage the services of OKCL to provide ICT services in all the Govt. and Aided schools in the district through implementation of "Provision of Digital Learning Technology in the high schools of Keonjhar district under DMF" (hereafter to be referred to as 'Smart Labs') project in the district.

The tendering process for procurement of hardware equipment / maintenance/Installation services of equipment, furniture, provision of related services will be executed by Odisha

Computer Application Centre (OCAC), Technical Directorate of E & I.T. Department, Government of Odisha. However, monitoring of all the activities related to Smart Lab shall be carried out by OKCL.

3.2.3 Project Profile

Odisha Computer Application Centre (OCAC) on behalf of District Education Officer (DEO), Keonjhar inviting proposals on **TURNKEY BASIS** from the reputed bidders towards Procurement, Supply, Installation, Commissioning and Maintenance of newly proposed Smart LABs for 221 no's of Government and Government aided High Schools in the district of Keonjhar and replace/maintain the existing 221 no's of LABs equipment (Implemented in the year 2014 on BOOT model) with Industry latest ICT technology equipment and manage the entire 442 (Newly Proposed 221 + Existing 221) no's of schools for a period of 5 years.

The focus is on enhanced interactivity in a classroom using Information and Communication Technologies (ICTs) on multi-media-based content resources platform known as Smart LABs. Smart LABs are technology enhanced classrooms that encourage opportunities for teaching and learning by integrating technology solutions to enable educators to develop and share content in real-time/off-line, and empower student to play an active role in learning.

The purpose of this RFP is to establish the ICT Smart LAB for Government and Government aided High Schools were included under district Keonjhar, Odisha. 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 interested System Integrator (SI) / Bidders with information to enable them to prepare and submit a proposal for Procurement, Supply, Installation, Commissioning & Maintenance of Smart Class/LAB for 442 no's of Government and Government aided High Schools in the district of Keonjhar for a period of 5 years.

4 Instructions to the Bidders

4.1 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.

4.2 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 noncompliant and the Proposal may be rejected. Bidders must:
- i) Include all documentation specified in this RFP;
 - ii) Follow the format of this RFP and respond to each element in the order as set out in this RFP
 - iii) Comply with all requirements as set out within this RFP.

4.3 Code of integrity

No official of a procuring entity or a bidder shall act in contravention of the codes which includes

- a. prohibition of
 - i. making offer, solicitation or acceptance of bribe, reward or gift or any material benefit, either directly or indirectly, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process.
 - ii. Any omission, or misrepresentation that may mislead or attempt to mislead so that financial or other benefit may be obtained or an obligation avoided.
 - iii. any collusion, bid rigging or anticompetitive behavior that may impair the transparency, fairness and the progress of the procurement process.
 - iv. improper use of information provided by the procuring entity to the bidder with an intent to gain unfair advantage in the procurement process or for personal gain.
 - v. any financial or business transactions between the bidder and any official of the procuring entity related to tender or execution process of contract; which can affect the decision of the procuring entity directly or indirectly.
 - vi. any coercion or any threat to impair or harm, directly or indirectly, any party or its property to influence the procurement process.
 - vii. obstruction of any investigation or auditing of a procurement process.
 - viii. making false declaration or providing false information for participation in a tender process or to secure a contract;

- b. disclosure of conflict of interest.
- c. Disclosure by the bidder of any previous transgressions made in respect of the provisions of sub-clause (a) with any entity in any country during the last three years or of being debarred by any other procuring entity.

In case of any reported violations, the procuring entity, after giving a reasonable opportunity of being heard, comes to the conclusion that a bidder or prospective bidder, as the case may be, has contravened the code of integrity, may take appropriate measures.

4.4 Pre-Bid Meeting & Clarifications

4.4.1 Pre-bid Conference

- a) OCAC shall hold a pre-bid meeting with the prospective bidders on **30.06.2021** at **11:30 AM** at Odisha Computer Application Centre, Bhubaneswar.
- b) Only the prospective bidders who have deposited the prescribed RFP document fee shall be allowed to participate in Pre-bid.**
- c) The Bidders will have to ensure that their queries along with proof of payment of RFP document fee for Pre-Bid meeting should reach to General Manager (Admin) by email (gm_ocac@ocac.in) with a copy to manas.pati@ocac.in on or before **29.06.2021** by **1:00 PM**
- d) The link of VC 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 queries should necessarily be submitted in the following format (Soft copy in MS Word or MS Excel file to be attached):

Sl#	RFP Document Reference(s) (Section & Page Number(s))	Content of RFP requiring Clarification(s)	Points of clarification

- f) 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.

4.4.2 Responses to Pre-Bid Queries and Issue of Corrigendum

- a) The Nodal Officer notified by the OCAC will endeavour 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, www.odisha.gov.in and <https://enivida.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.

4.5 Key Requirements of the Bid

4.5.1 Right to Terminate the Process

- a) OCAC may terminate the RFP process at any time and without assigning any reason. OCAC makes no commitments, express or implied, that this process will result in a business transaction with anyone.
- b) This RFP does not constitute an offer by OCAC. The bidder's participation in this process may result OCAC selecting the bidder to engage towards execution of the contract.

4.5.2 RFP Document Fees

RFP document can be downloaded from www.ocac.in or www.odisha.gov.in or <https://enivida.odisha.gov.in>. The bidders are required to submit the document Fee of **₹20,720/- (₹18,500/-+12% GST)** in shape of Bank Draft in favour of Odisha Computer Application Centre and payable at Bhubaneswar from any of the scheduled commercial banks/ / online on eNivida portal through e-Payment Gateway along with the General Bid Proposal. Proposals received without or with inadequate RFP Document fees shall be rejected.

The fee may also paid to OCAC through electronic mode to the following account details

Bank A/c No. : 149311100000195
Payee Name : Odisha Computer Application Center
Bank Name & Branch : Union Bank of India, Acharya Vihar, Bhubaneswar
Account Type : Savings
IFSC : UBIN0814938

4.5.3 Earnest Money Deposit (EMD)

- a) Bidders shall submit, along with their Bids, EMD of **₹1,20,00,000/- (Rupees One Core Twenty Lakh)** in the shape of Bank Draft **OR** Bank Guarantee (in the format specified in this RFP) issued by any scheduled bank in favour of Odisha Computer Application Centre, payable at Bhubaneswar, and should be valid for 180 days from the due date of the tender / RFP. The EMD should be submitted in the General Bid.
- b) EMD of all unsuccessful bidders would be refunded by OCAC within 60 days of the bidder being notified as being unsuccessful. The EMD, for the amount mentioned above, of successful bidder would be returned upon submission of Performance Bank Guarantee.
- c) The EMD amount is interest free and will be refundable to the unsuccessful bidders without any accrued interest on it.
- d) The bid / proposal submitted without EMD, mentioned above, will be summarily rejected.

- e) The EMD may be forfeited:
- i) If a bidder withdraws its bid during the period of bid validity.
 - ii) In case of a successful bidder, if the bidder fails to sign the contract in accordance with this RFP.
 - iii) If found to have a record of poor performance such as having abandoned work, having been black-listed, having inordinately delayed completion and having faced Commercial failures etc.
 - iv) The Bidder being found to have indulged in any suppression of facts, furnishing of fraudulent statement, misconduct, or other dishonest or other ethically improper activity, in relation to this RFP
 - v) A Proposal contains deviations (except when provided in conformity with the RFP) conditional offers and partial offers.

4.5.4 Submission of Proposals

- a) The bidders should submit their responses as per the format given in this RFP in the following manner
- i) Response to Pre-Qualification Criterion: in first cover
 - ii) Technical Proposal in second cover
 - iii) Commercial Proposal - in third cover
- b) The Response to Pre-Qualification criterion, Technical Proposal and Commercial Proposal (as mentioned in previous paragraph) should be submitted through online mode in e-Nivida Portal.
- c) Please Note that Prices should not be indicated in the Pre-Qualification Proposal or Technical Proposal but should only be indicated in the Commercial Proposal.
- d) The proposal/ bid shall be prepared in indelible ink. It shall contain no interlineations or overwriting, except as necessary to correct errors made by the bidder itself. Any such corrections must be initialled by the person (or persons) who sign(s) the proposals.

4.5.5 Contents of the technical bid

The bidder should give details of the project methodology to be followed, technology architecture, project plan, resource plan, application support, operation management plan with team structure in technical bid document.

4.6 Preparation and Submission of Proposal

4.6.1 Proposal Preparation Costs

The bidder shall be responsible for all costs incurred in connection with participation in the RFP process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/ discussions/ 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.

4.6.2 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 the Bidders. For purposes of interpretation of the Proposal, the English translation shall govern.

4.6.3 Venue & Deadline for Submission of Proposals

Proposals, in its complete form in all respects as specified in the RFP, must be submitted in electronic mode through e-Nivida Portal <https://enivida.odisha.gov.in/> by **08.07.2021 by 12 Noon**

4.6.4 Late Bids

- a) Bids received after the due date and the specified time (including the extended period if any) for any reason whatsoever, shall not be entertained and shall be returned unopened.
- b) The bids submitted 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 any postal delay or non-receipt/ non delivery of the documents. No further correspondence on the subject will be entertained. It is the responsibility of the bidder to ensure that its bid/proposal is received by OCAC within the prescribed timeline.
- 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.

4.7 Evaluation Process

- a) OCAC will constitute a Proposal Evaluation Committee to evaluate the responses of the bidders
- b) The Proposal Evaluation Committee constituted by OCAC shall evaluate the responses to the RFP and all supporting documents / documentary evidence. Inability to submit requisite supporting documents / documentary evidence, may lead to rejection of the bid.
- c) The decision of the Proposal Evaluation Committee in the evaluation of responses to the RFP shall be final. No correspondence will be entertained outside the process of negotiation/ discussion with the Committee.
- d) The Proposal Evaluation Committee may ask for meetings with the Bidders to seek clarifications on their proposals, if required.

- e) The Proposal Evaluation Committee reserves the right to reject any or all proposals on the basis of any deviations.
- f) Each of the responses shall be evaluated as per the criteria and requirements specified in this RFP.

4.7.1 Tender Opening

The Proposals submitted up to 08.07.2021 by 12:00 Noon will be opened on 08.07.2021 at 12:30 PM by Proposal Evaluation Committee, in presence of those Bidders or their representatives who may be authorized by the bidder to be present at the time of opening. The representatives of the bidders should be advised to carry the identity card or a letter of authority from the tendering firms to be identified as bona-fide for attending the opening of the proposal.

4.7.2 Tender Validity

The offer submitted by the bidders should be valid for minimum period of 180 days from the date of submission of Tender. However, validity of the price bid of selected bidder will be for 60 months from the date of agreement.

4.7.3 Tender/Proposal Evaluation

- a) Initial Proposal scrutiny will be held to confirm that Proposals do not suffer from the infirmities detailed below. Proposals will be treated as non-responsive, if a Proposal is found to have been:
 - submitted in manner not conforming with the manner specified in the RFP document
 - Submitted without appropriate EMD as prescribed herein
 - received without the Letter of Authorization
 - containing subjective/incomplete information
 - submitted without the documents requested in the checklist
 - non-compliant with any of the clauses stipulated in the RFP
 - having lesser than the prescribed validity period.

The EMD of all non-responsive bids shall be returned to the bidders.

- b) All responsive Bids will be considered for further processing as below:

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

5 Criteria for Evaluation

Tenders for this contract will be assessed in accordance with **Least Cost Selection (LCS i.e. L1)** system i.e. the bidder who have quoted lowest total quote (i.e. Lowest quote in Grand Total column in Commercial bid) will be awarded the work. All bids will primarily be evaluated on

the basis of Prequalification Criteria. The Proposal Evaluation Committee will carry out a detailed evaluation of the proposals, only those who qualify all Prequalification criteria, in order to determine whether the technical aspects are in accordance with the requirements set forth in the RFP Documents. In order to reach such a determination, the Proposal Evaluation Committee will examine and compare the technical aspect of the proposals on the basis of information provided by the bidder, taking into account the following factors:

- a) Overall completeness and compliance with the requirement
- b) Proposed solution, work-plan and methodology to demonstrate that the bidder will achieve the performance standards within the time frame described in RFP documents
- c) Any other relevant factors, if any, listed in RFP document or the OCAC deems necessary or prudent to take into consideration

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 eligible marks in the technical evaluation will only be considered for further financial bid evaluation. Bids of Tenders which don't secure the minimum specified technical score will be considered technically non-responsive and hence debarred from being considered for financial evaluation.

5.1 Prequalification Criteria (General Bid)

Keeping in nature of the work involved, following criteria are prescribed as pre-qualification criteria for the Bidder interested in undertaking the project. Technical Bids of only the successful pre-qualifiers will be opened for evaluation.

Sl#	Basic Requirement	Specific Requirement	Documents required
a)	Legal Entity	The bidder should be a company registered in India under the Companies Act 1956/2013, or a partnership firm registered under the relevant and prevailing law relating to partnership in India, and operating for the last 5 years in business as of 31st March 2020. Must Registered in GST and Income Tax	- Copy of Certificate of Incorporation - Copy of GST Registration Certificate - Copy of PAN
b)	Sales Turnover in system Integrator	Average Turnover of the System Integrator from IT/ITES must be ₹180 Crores (Rupees One Hundred Eighty Crore) in last three financial years ending at 31st March 2020.	- Audited Balance sheet - Certificate from the Statutory Auditor/CA
c)	Net worth	<ul style="list-style-type: none"> The company must be positive net worth in last three financial years ending at 31st March 2020. Net-worth should be as per the definition mentioned in the section 2(57) of Companies Act 2013 The Bidder should have positive net profit for the last (3) financial years i.e., 2017-18, 2018-19 & 2019-20. 	- Certificate from the Statutory Auditor
d)	Certifications	The bidder must have valid ISO 9001 & ISO 20000 Certificate as on date of submission of this RFP.	- Copy of certificate
e)	Local Presence	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 a project office, within one month of award of the	Relevant - Documents supporting office addresses/ Undertaking
f)	Technical Capability-I	The bidder must have setup/implemented minimum 400 numbers of Smart/Digital/Virtual Classrooms/ICT Labs at Government or semi Govt. Schools/ Colleges/ Universities/ Institutes in last five years." 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 should be included in single PO.	Copy of Work Order + Project completion/ Continuation certificate

g)	Technical Capability-II	<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 ₹48,00,00,000/- (Forty Eight Crores Only)</p> <p>OR</p> <p>Two projects of similar nature in system integration) not less than the amount ₹36,00,00,000/- (Thirty Six Crores Only)</p> <p>OR</p> <p>Three projects of similar nature in system integration, not less than the amount ₹ 24,00,00,000/- (Twenty Four Crores Only)</p> <p>“Similar Nature” is defined as: Supply, Installation & Commissioning of Smart/Digital/Virtual Classrooms/ICT Computer Labs in Government/Semi Government Schools / Colleges/ Universities/Institutes in last five 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 single PO.</p>	Copy of Work Order + Project completion/ Continuation certificate
----	-------------------------	---	---

h)	OEM Authorization	<p>The bidder must attach Manufactures Authorization certificate specific to this tender & Back-to- back support letter from major OEMs for providing Comprehensive support and services covered under this RFP as below: -</p> <ul style="list-style-type: none"> - Desktop Computer - Smart TV + Laptop - Thin Client - Printer - UPS - DG - Web Camera - Servo Stabilizer - CCTV Camera - Switch 	MAF as per Annexure										
i)	OEM Quality Certificates	<p>All below mentioned certificates for major components for the solution to be submitted:</p> <table border="1" data-bbox="507 954 1091 1480"> <tr> <td data-bbox="507 954 810 1077">Smart TV</td> <td data-bbox="810 954 1091 1077">BIS, FCC Class "A" /"B", CE, Energy Star, RoHS</td> </tr> <tr> <td data-bbox="507 1077 810 1122">DG</td> <td data-bbox="810 1077 1091 1122">BIS</td> </tr> <tr> <td data-bbox="507 1122 810 1200">Server</td> <td data-bbox="810 1122 1091 1200">RoHS, BEE, Energy Star</td> </tr> <tr> <td data-bbox="507 1200 810 1402">Thin Client/Dumb Terminal</td> <td data-bbox="810 1200 1091 1402">FCC/UL RoHS BIS BEE CE</td> </tr> <tr> <td data-bbox="507 1402 810 1480">UPS & Servo Stabilizer</td> <td data-bbox="810 1402 1091 1480">BIS</td> </tr> </table>	Smart TV	BIS, FCC Class "A" /"B", CE, Energy Star, RoHS	DG	BIS	Server	RoHS, BEE, Energy Star	Thin Client/Dumb Terminal	FCC/UL RoHS BIS BEE CE	UPS & Servo Stabilizer	BIS	Copy of the certifications
Smart TV	BIS, FCC Class "A" /"B", CE, Energy Star, RoHS												
DG	BIS												
Server	RoHS, BEE, Energy Star												
Thin Client/Dumb Terminal	FCC/UL RoHS BIS BEE CE												
UPS & Servo Stabilizer	BIS												
j)	Consortium	Consortium with maximum two bidders (inclusive of prime bidder) is allowed.	Consortium agreement										
k)	Blacklisting	The bidder should not be under blacklist by any Government Department / Government Agency / PSU in India as on date of submission of bid	Self-declaration duly signed by authorized bid signatory										
l)	Authorized Representative from Bidder	A power of attorney / board resolution in the name of the person signing the bid.	Original Power of attorney on legal paper/ Board resolution copy										

5.2 Technical Evaluation Criteria

The Proposal evaluation committee will evaluate the proposals submitted by the bidders with a detailed scrutiny. During evaluation of proposals, OCAC, may, at its discretion, ask the bidders for clarification of their Technical Proposals. Only those proposals meeting the above qualification criteria will be evaluated as per the criteria mentioned

Sl#	Evaluation Criterion	Max Score	Documents Required
a)	ORGANIZATION PROFILE	20	
i)	Annual turnover from IT/ITES in last 3 years >₹180 Cr to <=₹200 Cr = 05 Marks >₹200 Cr to <=₹250 Cr = 08 Marks > ₹251 Cr Above = 10 Marks	10	
ii)	Quality Certification - CMMi Level 3 or higher : 3 Marks - ISO 9001:2015: 1 Marks - ISO 27001: 3 Marks - ISO 20000 : 3 Marks	10	
b)	RELEVANT STRENGTH	40	
i)	Technically Compliance to all IT & Non-IT items asked in this RFP	20	Technical Data sheet / compliance document
ii)	The bidder must have implemented similar nature i.e., "Supply, installation and commissioning of Smart/Digital/Virtual Classrooms/ ICT Labs at Government or Semi Govt. Schools/ Colleges/ Universities/ Institutes in last five years." 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 Lab should be included in single PO. <ul style="list-style-type: none"> • 400 locations setup - 05 Marks • >400 and <=600 locations setup - 10 Marks • >600 and <=800 locations setup - 15 Marks • >800 locations setup - 20 Marks 	20	Work Order/ Completion Certificates from the client/
c)	LOCAL EXISTENCE	5	
i)	The bidder should have office centre in Odisha with minimum 10 resources engagement as on	5	Leased agreement with

Sl#	Evaluation Criterion	Max Score	Documents Required
	31 st March 2021		Declaration from HR
d)	APPROACH & METHODOLOGY	35	
i)	Presentation on the proposed solution capturing the major features: - <ul style="list-style-type: none"> - Understanding of the project (how the solution proposed is relevant to the understanding) - Solution Proposal with detailed work-plan and methodology submitted along with the technical proposal. - Proposed Mechanism of Monitoring, Ticketing & Customized report generation. - Implementation, Operation & Maintenance Support plan with team structure. 	25	Quality of Technical Proposal and Presentation
ii)	<ul style="list-style-type: none"> - Demonstration of previously executed projects i.e., 'Monitoring/Ticketing tool, incident tracking system, incident closure mechanism, user manuals, video manuals, online availability of manuals etc for evaluation of the Bidder's capability on Operations & Management. 	10	Solution demonstration
Note: 1. The product quoted for must comply to the technical specifications. Otherwise the bidder will technically disqualify and bids will not be considered for further evaluation.			

All the bidders who secure a Technical Score of 70% or more will be declared as technically qualified

5.3 Financial bid Evaluation Criteria

- a) The bid with lowest Financial (L1) i.e. "lowest price quoted" in Grand total as mentioned in the Financial Bid/Commercial Table (as above) will be considered as the Successful bid i.e. Lowest Bid (L1 Bid)
- b) Only fixed price financial bids indicating total price for all the deliverables and services specified in this bid document will be considered.
- c) The bid price will be inclusive of all taxes and levies and shall be in Indian Rupees.
- d) Any conditional bid would be rejected.
- e) Errors & Rectification- Arithmetical errors will be rectified on the following basis:

- i. If there is a discrepancy between the unit price and the total price of any item that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected accordingly.
- ii. In case of multiple items, grand total price shall be corrected adding the sub-total costs of each item.
- iii. If there is a discrepancy between words and figures in respect of unit price, the amount in words will prevail.

6 Appointment of System Integrator or Service Provider

6.1 Award Criteria

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

6.2 Right to Accept Any Proposal & Reject Any / 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.

6.3 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) Exclude any of the module(s)
- e) Remove any of the items at the time of placement of order.
- f) Increase or decrease quantity of materials
- g) Increase or decrease no. of resources supplied under this project.
- h) Should the Purchaser be unsuccessful in negotiating a contract with the selected bidder, the Purchaser will begin contract negotiations with the next best value bidder in order to serve the best interest.
- i) Make typographical correction or correct computational errors to proposals
- j) Request bidders to clarify their proposal.

6.4 Notification of Award

Prior to the expiry of the validity period, OCAC will notify the successful bidder in writing or by fax or email (in shape of issuing Letter of Intent), 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 and return their EMD.

6.5 Contract Finalization and Award

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. On this basis the contract agreement would be finalized for award & signing.

6.6 Signing of Contract

After OCAC notifies the successful bidder that its proposal has been accepted, OCAC shall issue purchase order and a tripartite contract shall be executed among OCAC, OKCL and successful bidder taking into account the relevant clauses of RFP, pre-bid clarifications, Corrigenda, the proposal of the bidder in addition to other agreed clauses.

6.7 Performance Guarantee

On receipt of a letter of intent from OCAC, the successful Bidder will furnish a bank guarantee, by way of performance security, equivalent to 10 per cent of the total contract value excluding tax, on or before the signing of the subsequent contract, typically within 15 days from notification of award, unless specified to the contrary (Performance Guarantee). In case the successful Bidder fails to submit Performance Guarantee within the time stipulated, the Purchaser may at its sole discretion cancel the letter of intent without giving any notice and encash the EMD furnished by the Bidder, in addition to any other right available to it under this RFP.

The Performance Guarantee furnished by the successful Bidder shall be in the manner prescribed at Appendix III. The successful Bidder shall ensure, the Performance Guarantee is valid for 64 months i.e at all times during the Term of the subsequent contract (including any renewal) and for a period of 60 days beyond all contractual obligations, including warranty terms.

The Purchaser may invoke the Performance Guarantee in the event of a material breach by the successful Bidder leading to termination for material breach.

6.8 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 contract 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 or the EMD as the case may be, of the most responsive bidder.

7 Scope of Work

7.1 Brief Background

Odisha Computer Application Centre (OCAC) on behalf of District Education Officer (DEO), Keonjhar inviting proposals on **TURNKEY BASIS** from the reputed bidders towards Procurement, Supply, Installation, Commissioning and Maintenance of newly proposed Smart LABs for 221 no's of Government and Government aided High Schools in the district of Keonjhar and replace the existing 221 no's of LABs equipment (Implemented in the year 2014 on BOOT model) with Industry latest ICT technology equipment and manage the entire 442 (Newly Proposed 221 + Existing 221) no's of schools for a period of 5 years.

The focus is on enhanced interactivity in a classroom using Information and Communication Technologies (ICTs) on multi-media-based content resources platform known as ICT Smart LABs. Smart LABs are technology enhanced classrooms that encourage opportunities for teaching and learning by integrating technology solutions to enable educators to develop and share content in real-time/off-line, and empower student to play an active role in learning.

The purpose of this RFP is to establish the ICT Smart LAB for Government and Government aided High Schools were included under district Keonjhar, Odisha. 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 interested System Integrator (SI) / Bidders with information to enable them to prepare and submit a proposal for Procurement, Supply, Installation, Commissioning & Maintenance of Smart Class/LAB for 442 no's of Government and Government aided High Schools in the district of Keonjhar for a period of 5 years.

Present Project in the district of Keonjhar:

The Govt. and Govt. aided High Schools in the district of Keonjhar are divided into 3 zones namely:

- **Zone 1** - 221 ICT labs (to be termed as 'Smart Labs' for this Project) had been installed under the ICT @ School project.
- **Zone 2A and Zone 2B (Collectively it is termed as Zone 2)**- Apart from the above schools, there are 221 Schools in the district of Keonjhar where 'Smart labs' are to be newly installed, commissioned and maintained. These schools are divided into another two Zones namely Zone 2A and Zone 2B.

The break-up of the Schools under Zone 2 are as follows:

Zone (Blocks / Municipality)	No. of Schools
------------------------------	----------------

(Anandapur, Anandapur Mpl, Ghasipura, Ghatagaon, Harichandanpur, Hatadihi, Keonjhar, Keonjhar Mpl)	113
(Banspal, Barbil Mpl, Champua, Champua Nac, Jhumpura, Joda, Joda Mpl, Patna, Saharapada, Telkoi)	108
Total	221

7.2 Facility management function at existing 221 SMART labs of Zone-1

The bidder is required to do the following for all the existing labs of Zone 1.

a. Replace or repair the following Items

- i. Vinyl Flooring & Wall Painting (new and fresh).
- ii. Replacement of all old UPS Batteries.
- iii. Replace / repair other items such as Tube lights, Fans, Exhaust fans, Monitor, Keyboard, Headphones and Headphone Sharer, mouse, Chair, Table, Notice Board, White Board, Wall Clock, Foot Mat, Curtains, Electrification, Networking, 16 / 24 Port Switch, Earthing and Lab Cleanliness Kit.

b. Inclusion of following new items:

- i. CCTV surveillance
- ii. Web conferencing tools (Webcam, Microphone and/with Speakers)

c. Items for Maintenance

- i. Interactive White Board
- ii. Multi Function Printer
- iii. Fire Extinguisher
- iv. Generator (3 KVA)
- v. Servo Stabilizer
- vi. Switch & Sockets
- vii. Other items such as Fan, wiring, earthing etc.

Note : Clause 7.24 – Table:1 comprises all equipment details & specifications.

Along with maintenance, the bidder will upkeep the Smart lab during the contract period. The Bidder shall ensure supervision of the maintenance work of the IT infrastructure of the schools by way of appointing supervisory role function at appropriate levels.

N.B. : All items are required to be compatible and function appropriately for smooth learning and teaching inside the lab.

d. Equipment Functionality Status

Equipment	No. of Schools where the equipment requires rectification / repairing / replacement due to technical issues / theft / damage
Desktop	57
Spare Desktop	45
Share Computing devices	198
Monitor	144
Keyboard	110
Mouse	116
Headphones	167
Headphone sharer	102
Integrated Computer Projector	86
Interactive White Board	31
Multi-functional printer	91
Web Camera	45
Generator	81
Servo Stabilizer	69
UPS	153

The data mentioned in the above table is collected through survey conducted from 6th April 2021 to 19th April 2021. It may have variances post survey.

7.3 Site Preparation

The bidder shall do the site preparation work such as Vinyl Flooring & Wall Painting, electrical wiring to install all the equipment mentioned in BoQ, proper MCB installation and earthing etc. in a 400 sqft (approx.) room identified for Smart Lab. Entry door to the lab should be sliding type. Further bidder have to fix the Notice Board, White Board, Wall Clock, Foot Mat, Curtains and provide lab Cleanliness kit in all labs.

7.4 Installation, Maintenance and Commissioning of SMART Labs at 221 new and 221 existing (total 442) Government and Government aided High Schools

The Bidder will install Computer Hardware, Software and other allied accessories at new SMART Labs of Government and Government Aided High Schools under Zone-2 in the district of Keonjhar.

Once the labs are installed, the bidder will take the responsibilities of maintenance for 5 (five) years from the date of installation.

The list of equipment are:

- Server (1)
- Thin Client (10)
- Monitor, Keyboard, Mouse(1 each for Desktop & Thin Client)
- Web Cam
- Microphone and/with Speaker (1)
- Headphones (40)
- Headphone Sharer (10)
- LAN Switch (1)
- Smart TV + Laptop (1)
- Printer (1)
- UPS(1)
- Silent Generator Set (1)
- Servo Stabilizer (1)
- Fire Extinguisher (1)
- CCTVs (2)
- Networking
- Site preparation and Electrical works
- Earthing
- Tube lights (4)
- Fans (2)
- Exhaust Fans (2)
- Switches and sockets
- Electrical Wiring
- Network Wiring
- Computer Table (13)
- Chair (41)
- Painting
- Lab Cleanliness Kit (1)
- Curtains (as required)
- Wall Clock (1)
- Notice Board (1)
- White Board (1)

Note: Clause 7.24 comprises all the existing equipment details & broad specifications.

However, bidder shall replace all the electronic equipment and power condition

equipment in existing 221 labs. The list includes the following

i. Desktop computer

- ii. Spare Desktop
- iii. Share Computing Devices
- iv. Integrated Computer Projector
- v. Interactive White Board
- vi. UPS
- vii. Multi Function Printer
- viii. Servo Stabilizer

The above list shall be replaced with electronic equipment and power condition equipment as per the new labs specification and configuration, with the following list:

- Server (1)
- Thin Client (10)
- Monitor, Keyboard, Mouse (1 each for Desktop & Thin Client)
- LAN Switch (1)
- Smart TV + Laptop (1)
- Printer (1)
- UPS(1)
- Silent Generator Set (1)
- Servo Stabilizer (1)

In existing 221 schools, bidder have to check the non IT equipment and electrical equipment such as Silent Generator Set, Servo Stabilizer, chair, Fire Extinguisher, tube light, fan etc. are in working condition or not. If the item is not in working condition, then the bidder must replace/repair the item.

7.5 Restrictions on Public Procurement from certain countries

The bidder must comply to the Office Memorandum issued by Ministry of Finance, Government of India vide No. F.No.6/18/2019-PPD Dated 23.07.2020 available at <https://doe.gov.in/sites/default/files/OM%20dated%2023.07.2020.pdf>

7.6 Supply and Installation of System Software

The bidder shall supply and install following software

Product	Product Description	Part Number	License Type	Quantity

WinSvrSTDCore 2019 SNGL OLP 2Lic NL Acdmc CoreLic	Windows Server 2019 Standard Edition	9EM- 00633	Academic	221
OfficeProPlus ALNG LicSAPk MVL PtnrsinLrning	MS Office Professional PIL (5 years)	79P-03845	PIL- Academic	2873
WinSvrCAL 2019 SNGL OLP NL Acdmc DvcCAL	Windows Server CAL Academic Edition	R18- 05746	Academic	2210
WinRmtDsktpSrvcsCAL 2019 SNGL OLP NL Acdmc DvcCAL	Windows Remote Desktop CAL Academic Edition	6VC- 03726	Academic	2210

Note:

1. Discounted Licence types are preferable like academic licences, Shape the Future (STF) licences etc.
2. The academic licenses would be issued in the name of "District Education Officer - Keonjhar, C/O School & Mass Education Department, Bhubaneshwar , Odisha"

7.7 Support Functions

- Computer Hardware Support as facility management function :** The bidder will extend support to Computer Hardware Facility of the Schools and will supervise the first level support (Configuration and Maintenance) for the Servers, Desktop Computers, and accessories like printers, scanners and webcams, Computer Projectors etc. through concerned support engineers/suppliers/vendors.
- Software Support:** The bidder will extend support for the Software installations in the schools and will supervise the first level support (Configuration and Maintenance) of Operating Systems and Application Software and such other application software related to teaching and learning in the schools through concerned support engineers/suppliers/vendors.
- Helpdesk Support:** The bidder will extend Helpdesk Support to the users i.e. learners, teachers etc. and will ensure that, the hardware and peripherals are under Annual Maintenance Contract (AMC).

7.8 Provision of Consumable related services

- Consumables:** Bidder will provide the following consumables in each of the Smart LAB enabled Govt. and Govt. Aided High Schools:
 - **Registers** for Fault logging & resolution Register (having minimum 200 pages), Stock Register(having minimum 200 Pages), per year per Smart Lab
 - One packet (500 sheets in each packet) of white paper A4 size (min 75 GSM) per month

per SMART lab.

- **Printer Cartridge:** Refills and new cartridge as per the requirement during the contract period. The refills should be of good quality with minimum 1000 prints per refill.
 - **White board markers:** 12 white board markers with whiteboard duster per school per year.
 - **USB Flash Drives:** 2 units of USB Flash drives per year
- The successful bidder(s) shall supply the sample of items in the tender to MD, OKCL. The sample items shall be put forth a committee for approval wherein the quality and the specifications of each item shall be checked. MD, OKCL will then issue a ready to supply certificate to the bidder.

The above consumables are to be submitted half yearly, the first due date being the start date of the commencement of the project and thus every 6 months thereafter.

The aforesaid consumables are to be delivered through delivery challans duly acknowledged by school authorities.

7.9 Provision of Internet

- The bidder will have to provide minimum **2 Mbps uninterrupted** Internet Connectivity (Ethernet and Wi-Fi) using Outdoor Customer Premise Equipment (ODCPE) or Giga Fibre based high speed internet (as per feasibility).
- During the contract period, the bidder will bear the internet connection charges.
- The bidder will ensure that the internet access should be available at all the nodes in the SMART lab of each of the Govt. and Govt. aided High Schools. The bidder will provide the necessary networking/connectivity inside the SMART lab.
- The bidder will extend the support to the Local Area Network (LAN) Facility of the Schools. The bidder will supervise the first level support (Configuration and Maintenance) of the LAN components like Network Switches / Routers / Wireless LAN from support engineers/concerned suppliers/vendors.

7.10 Electricity charges

During the contract period, the bidder shall bear the electricity charges as per the reading of the sub meter for the SMART Lab during the contract period in each Govt. and Govt. Aided High Schools for which the bidder is awarded contract. Payment should be made by way of account payee cheque / NEFT / Online mode to School Authority's Bank Account.

7.11 Fuel Charges

During the contract period, the bidder will bear the Generator fuel charges required so as to keep the SMART Lab functional for average of 3 hours per day on Generator during School Working Days for each Govt. and Govt. Aided High school for which the bidder is awarded contract. Payment should be made by way of account payee cheque / NEFT / Online mode to School Authority's Bank Account.

Note :- In case of internet, electricity and fuel charges, the settlement with the service provider/school is to be done quarterly and the necessary bills/ receipts/ vouchers/ payment proof are to be submitted to the selected monitoring agency on a half yearly basis.

7.12 Insurance

The equipment at the Smart lab is to be fully insured against any loss or damage caused to it including theft, burglary, fire or any physical damage. The period of insurance shall be from the "Go Live Date" till the end of contract. The insurance document should be submitted to CEO, OCAC before 7 days of "Go-Live Date".

Note:- In case of theft/burglary/fire or any physical damage, the bidder will have to provide replacement of the equipment with same or higher configuration within 30 working days from the date of Non-Tracing Report (NTR) received from concerned local police authority. In case of non-repairable equipment, the bidder will have to provide the replacement of the equipment with same or higher configuration within 30 working days from the logging of issue and identifying the equipment as non-repairable..

7.13 Manpower Requirements

a. Project Coordinator

The bidder will have to appoint One Project coordinator per around 60 schools (or part) for monitoring and managing the schools at the district level located in the zone(s) for which the bidder is awarded contract. The Project Coordinator will be responsible for providing a help desk and maintaining sufficient stock of spares and consumables.

The roles & responsibilities of Project Coordinator:

- To verify maintenance of registers.
- To verify equipment uptime.
- To collect and verify all reports.
- To coordinate maintenance work by vendors.
- To send periodic reports to regional office.
- To review school performance in consultation with Head Master (HM)
- To participate in discussions with HM about education delivery
- To conduct education delivery reviews
- Other district level Project Management

Educational Qualifications of Project Coordinator:

1. Graduate in any discipline.

2. Qualification in Basic Computer Proficiency through any of the below:
OS-CIT of OKCL, or DCA/PGCDA from universities / AICTE recognized institution,
or NIELIT 'O' Level
3. Diploma in Hardware engineering preferred
4. Minimum 1 year experience (H/W engineering / customer support preferred)

No. of persons to be engaged : 8 (approximately 60 schools per project coordinator)

Please note that:

OCAC/ OKCL (the monitoring agency) / DEO, Keonjhar / DMF, Keonjhar / District Administration / State Govt. or any Govt. or Semi Govt. agency engaged in this project by OCAC, shall not have any liability including litigation arising due to recruitment, retrenchment, reallocation, salary disbursement or any other service conditions of Project Coordinator/Call Centre executive or any other staff appointed by the selected bidder. In case of any dispute/litigation arising as a result of the service conditions, the said dispute/litigation will be the exclusive dispute/litigation between the Project Coordinator/Call Centre executive/any other staff so appointed by the selected bidder, and the selected bidder. The Govt. of Odisha OCAC/OKCL / DMF Keonjhar / District Authority / District Education Office / of concerned district/Head Master of the concerned school or any other Govt. / Semi Govt. agency will have no responsibility or liability in all such matters.

Selected Bidder should empanel these employees under its payroll to provide better service.

7.14 Setting up Helpdesk

The bidder will have to establish a help desk at Zone level and, which shall remain open from 9 AM to 5 PM besides this at least ONE dedicated toll free number(from all network) should be provided to lodge complaint during the mentioned working hours. The bidder will also have to appoint zone wise requisite number of manpower/support engineers for quick rectification of the hardware/software. At the time of signing of agreement, the bidder will have to provide the information of Zone wise manpower deployed along with the telephone numbers. The bidder has to maintain a stock point of all spare parts of hardware used in the project for immediate replacement.

7.15 Training & Handholding

- i. The Selected Bidder shall impart necessary handholding for effective usages of the equipment.
- ii. Department shall identify one tech savvy teacher from every school to receive training on the Smart LAB operations .

- iii. The Bidder shall prepare the user's manual training documentation for hand holding of the end users/teachers.
- iv. Obtain a sign off from the respective school at the end of the training.
- v. 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 of time by the Teachers.
- vi. After 3 months of completion of go-live of the project, an online assessment needs to be conducted to all the teachers who were trained during initial training program. The teachers who wouldn't perform above a threshold level (as decided by the department) should be given a follow-up training session for better usage of the infrastructure provided.

7.16 Monitoring Activities

Odisha Knowledge Corporation Limited (OKCL), a Special Purpose Vehicle (SPV) under administration of the Department of Electronics and Information Technology, Government of Odisha, will monitor the implementation of 'Smart Lab Project'. DEO Keonjhar has decided to engage the services of OKCL to provide ICT services in all the Govt. and Aided schools in the district through implementation of "Provision of Digital Learning Technology in the high schools of Keonjhar district under DMF" (hereafter to be referred to as 'Smart Labs') project in the district.

The tendering process for procurement of hardware equipment / maintenance/Installation services of equipment, furniture, provision of related services will be executed by Odisha Computer Application Centre (OCAC), Technical Directorate of E & I.T. Department, Government of Odisha.

Monitoring Activities by OKCL:

The monitoring activities of OKCL with respect to Smart Lab Project, are broadly categorised but not limited to the following:

- a. Design and deploy an
 - i. Asset Monitoring Software to check the desktop configurations
 - ii. Online Monitoring Software to facilitate issue management and to ensure uptime of Smart labs.
 - iii. Learning Management System for monitoring of Students Learning and Teachers Training
 - iv. MIS Dashboard for Consolidated Monitoring Information
- b. OKCL will provide access to the said softwares at teacher/ students/ headmaster and DEO level and the following details would be reflected through the said softwares:
 - i. Monitoring and Visit report
 - ii. Learning Progression report of the Students and Teachers

- iii. Grievance status report
- iv. Status report of assets in Smart Lab
- c. The above reports will be provided each month by OKCL and stored digitally for retrieval as per the requirement of the DEO.
- d. OKCL will engage manpower, with technical expertise, for the purpose of monitoring and facilitation of Smart Labs project.

The above points are for brief understanding of the bidder. After the selection of bidder, the details pertaining to monitoring and other activities will be informed through the Agreement with the selected bidder.

Roles and Responsibilities of Project Coordinator deployed by Bidder are broadly categorised but not limited to the following (in addition to points mentioned in the RFP):

The Project Coordinator shall

- a. Install the Asset Monitoring Software, eLearning Framework and other online/offline educational frameworks provided by OKCL.
- b. Ensure configuration related data are uploaded through Asset Monitoring Software.
- c. Ensure Students' Learning and Teachers' Training data are uploaded.
- d. Track the progress of Students' Learning and Teachers' Training Progression in OKCL's learning Management System
- e. Track the issues raised at School level regarding non-functionality of equipment and resolve the same within 4 working days (School working days).
- f. Ensure provision of recurring services like consumables, Electricity Charges, Fuel Charges etc., within the due date as mentioned in Scope of Work.
- g. Ensure 100 % uptime of Smart labs during the project period.

7.17 Timeline

Timeline for existing 221 LABs

The site preparation, replacement/repair, installation, & commissioning of all the materials in existing 221 Smart LABs should be completed within time duration of 2 months from the date of issue of Purchase Order.

Timeline for new 221 LABs

The site preparation, delivery, installation & commissioning of all the materials in the new 221 Smart labs should be completed within time duration of 3 months from the date of issue of Purchase Order.

7.18 Warranty

All the equipment supplied under this RFP must have 5 years on-site comprehensive warranty with spare and labour

7.19 Service Level Metrics Measurement with penalty

Bidder shall agree to the following Service Level Agreement (SLA) parameters while providing services for Smart LAB. These SLAs shall be tracked on a periodic basis by monitoring Agency OKCL and are envisaged to have penalty and/or liquidation damage clauses on non-adherence to any of them. Bidder has to provide a SLA tool which will facilitate generating the following reports. The SLA parameters are divided into 3 (three) types: -

A. During implementation Period

In case of delay in implementation of the project as per the Delivery Schedule mentioned in the RFP, penalties shall be imposed as mentioned below: -

- a. In the event of delay in execution of work, specified in this Contract / furnishing of deliverables/ delivery /installation /commissioning of equipment, the bidder shall be liable to a penalty @ 0.25% of the order value per week maximum up to 24 months will be applicable. After that Odisha Computer Application Centre (OCAC) will be free to cancel the contract.
- b. For the purpose of this clause, part of a week shall be considered to be a full week.
- c. Penalty will not be applicable if the delay is not attributable to the bidder. However, in such cases bidder has to communicate in writing the reason of delay. The decision of the Purchaser in this regard shall be final.
- d. Maximum penalty is capped at 10% of work order value.

B. Operation & Management Period (Hardware and Peripherals related services)

During the contract period, if the complaint is not attended and resolved within 4 working days (School working days), after lodging a complaint, for each delayed days following penalty will be deducted. Penalty shall be applicable if the complaint is resolved on or after the 5th working day

- For Computer hardware ₹ 250 per working day
- For Peripherals ₹150 per working day

If any Computer hardware/peripheral remains non-functional for more than 8 working days, the penalty amount shall be doubled from the 9th day for each additional day of delay up to a maximum of the prevailing market price of the said hardware/peripheral. This amount, as per discretion of OCAC, shall be deducted from vendor's dues.

C. For recurring services

During the contract period, if the bidder fails to provide the recurring services like consumables / Electricity Charges / Fuel Charges etc., within the due date as mentioned in Scope of Work, then penalty of ₹ 350 /- per working day will be deducted up to maximum of 15 days. If the services continued to be not provided even after 15 days, bill for recurring services of that quarter up to maximum of cost of consumables will not be paid.

In the event of failure of Bidder to provide the maintenance related services in any of the schools awarded to them beyond the due dates of providing requisite services without any valid reason, the performance bank guarantee may be forfeited.

The above is at the sole discretion of MD, OKCL.

The above (or any of the three type) penalty shall not be leviable if the non-performance as provided above is reasons attributed due to :

- a) OCAC/ OKCL and/or School administration
- b) Natural calamities, law and order problems and other unforeseen events and force majeure conditions beyond the control of bidder.

Bidder shall intimate the reason to the OCAC with a copy to Agency engaged by OCAC for monitoring in writing, within 3 days of arising of such event.

7.19.1 Service Level Change Controls

- a) General
 - i) It is acknowledged that this Service levels may change as Purchaser's business needs evolve over the course of the contract period. As such, this document also defines the following management procedures:
 - ii) A process for negotiating changes to the Service Levels
 - iii) An issue management process for documenting and resolving particularly difficult issues.
- b) Purchaser and Bidder management escalation process to be used in the event that an issue is not being resolved in a timely manner by the lowest possible level of management.
- c) Any changes to the levels of service provided during the term of this Agreement will be requested, documented and negotiated in good faith by both parties. Either party can request a change.
- d) Service Level Change Process: The parties may amend Service Level by mutual agreement in accordance. Changes can be proposed by either party. Unresolved issues

will also be addressed. The bidder's representative will maintain and distribute current copies of the Service Level document as directed by Purchaser. Additional copies of the current Service Levels will be available at all times to authorized parties.

- e) Version Control: All negotiated changes will require changing the version control number. As appropriate, minor changes may be accumulated for periodic release or for release when a critical threshold of change has occurred.

7.20 Payment Term

7.20.1 Site Preparation, Installation & Commissioning of equipment

- 75% of amount against site preparation, hardware, software license and other cost shall be paid after functional of Lab and submission of Installation & Commissioning Report (ICR).
- Balance 25% shall be made in 10 equal half-yearly instalments during the project period on the receipt of half yearly lab functionality report.

7.20.2 Recurring expenditure

For the recurring services (such as recurring cost, cost of resources etc.), Payment shall be made half yearly basis (10 equal instalments) on the receipt of half-yearly service report and necessary documents as per the instructions from OCAC/OKCL.

7.21 Other General Clauses of payment to be noted

- 7.21.1 No advance payment shall be made to the bidder under any circumstances
- 7.21.2 Payment shall be made on the basis of recommendation by OKCL/District Administration
- 7.21.3 Payment will be made within 30 days of submission of invoice along with all required supporting documents.
- 7.21.4 All payments will be made subject to TDS (Tax deduction at Source) as per the income-Tax Act, 1961 and other taxes if any as per Government of India rules.
- 7.21.5 All tax will be calculated and paid as per prevailing rates.
- 7.21.6 In case the bidder fails to execute the contract, OCAC shall be at a liberty to get it done through any other agency with full cost recoverable from the bidder in addition to damages and penalty.
- 7.21.7 All above reports and certificates are to be signed by the concerned School head master and countersigned by OKCL field representatives.

7.22 Exit Management

- a) The bidder shall submit a systematic Exit Management Plan, Six(6)months prior to the end of the contract period.

- b) The Exit Management Plan should be discussed with OCAC & Department and finalized prior to its execution.
- c) In case of termination, the Exit Management Plan will be executed within the minimum period to transfer the knowledge till the next successor has been selected to operate the Contact Centre without affecting its services.
- d) The bidder needs to submit the following deliverables as part of the Exit Management Process.
- ✓ Exit Management Plan
 - ✓ Updated Status of the Project with entire equipment details & User Manuals, if any
 - ✓ Knowledge transfer and handover/takeover of documents and other relevant materials between the outgoing and the new bidder.

7.23 Bill of Quantity (BOQ)

7.23.1 Bill of Quantity – IT Component

BOQ Details One Smart LAB (IT Component)		
Sl. No.	Item	Quantity
1.	Server	01
2.	Thin Client	10
3.	Monitor	11
4.	Keyboard and Mouse	11
5.	Web Cam	01
6.	Microphone with Speaker	01
7.	Headphones	40
8.	Headphone Sharer	10
9.	Smart TV + Laptop	01
10.	Printer	01
11.	UPS System	01
12.	LAN Switch	01
13.	Servo Stabilizer	01
14.	Silent Generator Set	01
15.	CCTV Camera	02
16.	One time Delivery, Installation, Commissioning of all the IT Components	LS

7.23.2 Bill of Quantity –Non- IT Component

BOQ Details for One Smart LAB (Non-IT Component)		
SL#	Item	Quantity
1.	Earthing (as per IS specifications)	01
2.	Lighting (ISI mark)	04
3.	Fans (ISI mark)	02

4.	Exhaust fans (ISI mark)	02
5.	Switches and sockets (ISIMark)	32
6.	Wiring (ISI Mark)	LS
7.	Computer Table	12
8.	Chair	41
9.	Painting	LS
10.	Lab Cleanliness Kit	01
11.	Curtains	Full LAB
12.	Wall Clock	01
13.	Notice Board	01
14.	Whiteboard	01
15.	Fire Extinguisher	01
16.	Site preparation and Electrical works i.e., Electrical Wiring, earthing, MCB, Room lighting. Dust Free room with floor preparation using Vinyl flooring and painting. Entry door to the lab should be sliding type.	LS

7.23.3 Bill of Quantity – Software Component

Product	Product Description	Part Number	License Type	Quantity
WinSvrSTDCore 2019 SNGL OLP 2Lic NL Acdmc CoreLic	Windows Server 2019 Standard Edition	9EM-00633	Academic	221
OfficeProPlus ALNG LicSAPk MVL PtnrsinLrning	MS Office Professional PIL (5 years)	79P-03845	PIL- Academic	2873
WinSvrCAL 2019 SNGL OLP NL Acdmc DvcCAL	Windows Server CAL Academic Edition	R18-05746	Academic	2210
WinRmtDsktpSrvcsCAL 2019 SNGL OLP NL Acdmc DvcCAL	Windows Remote Desktop CAL Academic Edition	6VC-03726	Academic	2210

Note:

- ❖ The bidder is responsible for the site preparation and electrical works i.e., Electrical Wiring, Earthing, MCB, Room lighting. Dust free room with floor preparation using Vinyl flooring and painting. Entry door to the lab should be sliding type.
- ❖ The bidder is responsible for Delivery, Installation, Commissioning of all the IT Components at each school.

- ❖ The bidder is responsible to maintain all the IT (Hardware & Software) and Non-IT components including the site preparation work at each school LAB for a period of five years.
- ❖ **All the equipment supplied under this RFP must have 5 years on-site comprehensive warranty with spare and labour**

7.24 Minimum Technical Specifications

7.24.1 Specification of IT Component

Technical Specifications of Items for One Smart LAB (IT Component)					
Sl. No.	Item	Minimum Specifications			Quantity
1	Low-end Server	Sl.	Category	Minimum Requirement	01
		1	Form Factor	Tower (Small Form factor)	
		2	Processor Make	x86 Architecture	
		3	CPU	Minimum 1 x Latest generation from the offered CPU OEM	
		4	CPU Configuration	64 bit X86 processor fully binary compatible to 32 bit applications, minimum 4 core or more, each core supporting multi thread	
		5	Memory	32GB DDR4 with ECC.	
		6	Hard Disk	Minimum 8 HDD slots. 512 GB SSD and 1 TB SATA HDD @ minimum 7200 RPM from day1. Support for NVMe drive.	
		7	Expansion Slots	Minimum 2 free PCIe Gen3 x16 slot	
		8	USB Ports	Minimum 4 x USB 3.0	
		9	Certifications & Compliance	Latest Version of Windows, Linux and Ubuntu OS including all industry standard virtualization software	
		10	DVD ROM	Internal/external, to be offered from day1	
		11	Networking	2 x 1G BaseT or higher, 1 dedicated 1Gb OOB Management port	
		12	Redundant Power Supply	Minimum 2 in hot plug configuration	
		13	Warranty	5 years OEM on site compressive	
14	OEM Criteria	The OEM of quoted server should be in the leader quadrant of latest Gartner Magic quadrant of modular server or OEM should be from the top 3 during any two quarters of the preceding 4 quarters in the IDC India ranking.			

		15	Country of Origin	The OEM/Product manufactured in a country sharing a land border with India cannot participate in this bid	
		16	Other	21.5" OEM monitor, Key board and optical mouse	
2	Dumb Terminal	<p>Dual core 1.0 GHz or above, 1GB RAM, 4GB storage, 3 USB port, 1 Gigabit LAN, 1- Audio Out,1-Mic, 1 HDMI, 1 VGA (D-SUB), Native OS- Linux/Windows, Supports Up to 40 Devices per Host PC, Preloaded embedded Linux, open office, pdf viewer, YouTube player local browser.</p> <p>Thin client should be among Top 5 in IDC since last three years under Thin Client category.</p> <p>Device Management Software: -</p> <ul style="list-style-type: none"> • Microsoft Windows platform compatible • Management software must be web based • Dash Board • Hardware and software information • Asset management • Remote deployment of application • Patch management • Screen broadcasting Over LAN 			10
4	Keyboard and Mouse	USB Keyboard and USB mouse for thin client (preferably from same OEM as Thin Client)			10
5	Web Cam	<ul style="list-style-type: none"> • Minimum 4 MP Camera. • Support for Full HD Video Calling (1920x1080 pixels). • It should have at least 80 degrees or more field of view. • USB 2.0 or better interface. • It should be USB Powered. • Should have lens cover for safety purpose. • Should support Windows/Linux. • There should be a status LED to indicate various condition like calling mute etc. Should have CE/UL Certification. 			01
6	Microphone with Speaker	<p>Speaker: Power output – 25W + 15WX2; Impedance – Main unit: 4Ω Satellite: 4Ω, S/N Ratio - >65dB, Power supply – AC220V-240V/50-60 Hz Features: 2.1 channel multimedia speakers with USB/SD/FM/FM/BT/AUX, fully functional remote control, LED Display, Volume, Bass control Input, Play/ pause</p> <p>Wireless Mic:</p>			01

		Receiver – Dual channel non diversity, Hand and lapel mic; High quality UHF band frequency duet wireless mic	
7	Headphones	Headphone with Mic	40
8	Headphone Sharer	5-Way 3.5-mm Headphone Splitter	10
9	Smart TV + Laptop	<p>OEM Criteria: -</p> <p>1) Manufacture should have local direct service support branch & should have authorised service centres to manage onsite support service at district level (Legal agreement copy required as a proof of document)</p> <p>2) Manufacturer should have registered in Odisha from last 5 years.</p> <p>SMART TV with Touch Facility Specification:</p> <ul style="list-style-type: none"> • Display Size - minimum 65 inch (Diagonal), Screen Type - LED • Panel Technology: IPS • Color - Black • Smart Feature – Yes • Touch Facility – Yes, Min 20 Touch Points/ 10 writing Points • Stylus - Yes (At least 2 nos.) • Resolution Standard - UHD or above • Resolution (pixels) - 3,840 x 2,160 or above • Aspect Ratio - 16:09 • Refresh Rate (Hz) – 60 • Brightness: 350cd/m² with Touch Protection Glass • Build-in Android 8 or latest OS • Surface Treatment: Hard coating, Anti-glare treatment and 4T glass • Gap between Panel and Glass 1 mm or less • Conformal Coating for PCB protection from Dust & Humidity <p>Connectivity features:</p> <ul style="list-style-type: none"> • Minimum 2 no. of HDMI Ports, Minimum 2 no. of USB Ports • Built-in Bluetooth: Yes, Built in Wi-Fi: Yes • Ethernet (RJ45) – 1 • PIP/PBP Option • Screen Share/Miracast to Connect TAB/Mobile, Web Browser , Simultaneously share 6 devices wirelessly from Android , iOS, Windows, Mac <p>Audio features:</p> <ul style="list-style-type: none"> • Minimum number of Speakers - 2 • Speaker Output RMS - 20 W or above • Supported Audio Formats Audio Codec: • Dolby Digital or above /AAC/ MP3/ PCM/DTS/DTS-HD/DTS Express/WMA 	01

		<ul style="list-style-type: none"> Compatible with Microphone for online meetings. The Webcam supplied must be compatible with SMART TV <p>Certifications:</p> <ul style="list-style-type: none"> BIS UL or CB FCC Class "A" / "B" CE <p>NB: The Smart TV should be wall mounted and locked in a steel frame with hardened glass in front side for protection from physical damage or theft.</p> <p>Laptop Specification:</p> <p>X86 Architecture 3.2 GHz Processor with 4 dedicated cores, 8 GB RAM or more, 500 GB HDD or more Operating System – Pre-loaded Microsoft Windows 10 Professional</p> <p>Internal components - Wireless LAN, Bluetooth, 10/100 Mbps LAN, SD Card Reader, Webcam, HDMI port, VGA Port, 15-inch screen Battery - 6 Cell primary battery</p>	
10	Printer	Speed in Normal Mode: Up to 20PPM, Print technology: Laser with Duplex, Print quality black (best): Up to 600 x 600 dpi (1200 dpi effective), Display: Connectivity, Standard: Hi-Speed USB 2.0 port; Max monthly duty cycle – 15000 pages or higher	01
11	UPS	ISO 9001 Certified. Online UPS of 3 KVA with 60 minutes power backup, Output Wave Form - Pure sine wave, Efficiency 90 % or better on rated full load, Input Power Factor > 0.90, Battery type: VRLA	01
12	Networking	24 Port Unmanaged GIGABIT Switch with CAT-6 cabling (in casing capping) for all the nodes like Printer, CCTV.	01
13	Servo Stabilizer	Capacity: 3KVA (1 Phase Servo Motor Operated Line Voltage Corrector), Input Range: 50V-270V, Output Voltage: 220V to 240V	01
14	Silent Generator Set	3 KVA Portable Diesel Generator Set, Single Phase, Air Cooled, Electric Start, with fuel tank capacity 15 liter or more. The Genset should be compliant with CPCB emission and noise standards.	01
15	CCTV Surveillance	<p>Dome Camera: -</p> <ul style="list-style-type: none"> 2MP IP Dome Camera Image Sensor 1/2.7" CMOS, Support Dual Stream Encoding H.265+/H.265 Lens 2.8 mm fixed lens (3.6 mm optional) IR: IR Range of 20 Meter or Better 	<p>01 Set</p> <p>Which Includes</p> <p>02 Camera + 01 NVR with 4</p>

	<p>Network Video Recorder (NVR): -</p> <ul style="list-style-type: none"> • 4 Channel • Embedded Linux Operating System • User Interface GUI, • Video Output 1 HDMI, 1 VGA • HDD (SATA) 1TB, <p>Display System: - 19.5" LED Monitor, Resolution 1,366x768(HD)</p> <p>OEM Certificate: -</p> <ul style="list-style-type: none"> • CCTV OEM should have ISO 9001 & 27001 Certifications • CCTV Camera should support ONVIF and Model should be listed on ONVIF website 	Channel + 1 LED Monitor)
--	---	--------------------------------

7.24.2 Specification of Non- IT Component

Technical Specifications for One Smart LAB (Non-IT Component)			
Smart LAB Electrical and Furniture set-up with room size of approximately 400 Square Feet			
Sl. No.	Item Name	Minimum Specifications	Quantity
1	Earthing (as per IS specifications)	Copper plate earthing stations making earthing with copper earth plate 600 mm x 600mm x 3 mm thick including funnel, charcoal/coke, salt, all earth work.	01
2	Lighting (ISI mark)	40W Tube Light with Electronic Choke (ISI mark)	04
3	Fans (ISI mark)	48" blade with regulator, 3 Blade Indicative Brands: Philips / Wipro/ Usha/Crompton Greaves /Khaitan /Bajaj/ Havells	02
4	Exhaust fans (ISI mark)	300mm sweep, 45 Watts, Speed 1330 RPM. Indicative Brands: Philips / Wipro/ Usha /Crompton Greaves /Khaitan /Bajaj / Havells	02
5	Switches and sockets (ISIMark)	5 A- 240 V switches	15
		2 in 1 5A and 15A Sockets	15
		15 A – 240 V socket with shutter	02
		Indicative Brands: - Anchor / Havells /crabtree /Wipro /Phillips / Legrand	
		Switches and sockets is to be provided for all electronics/IT equipment's including printer and Projection System to be placed at lab technician table.	
6	Wiring (ISI Mark)	PVC conduits including MS/GI boxes	Full Lab
		All wires should be covered, insulated and properly clamped.	

		Wiring for 5 and 15A power outlets with 4 mm ² PVC insulated stranded copper conductor wires	
		Earthing of 3rd pin with PVC insulated green color 2.5 mm ² copper wire	
7	Computer Table	Dimensions Width 1200mm x Depth 609mm x Height 750mm pre laminated particle board conforming IS: 12823 Pretreated & powder coated steel frame. Good quality PVC edge bending to be provided on pre laminated board. No Sharp corners, smooth edges are essential. The partitions/support underneath the table should not be having any rough/sharp surface.	12
8	Chair	Armless Molded Chairs, Cream Color, IS Standard Compliant	41
9	Painting	The surface of Wall and Ceiling to be painted, shall be prepared to the satisfaction of authorities and shall be applied with 2 coats of primer and then with 2 coats of distemper paint of standard make as approved by DEO/OCAC.	LS
10	Lab Cleanliness Kit	Dusting cloth, hand held vacuum cleaner, Dust cloth covers for all the IT equipment and one Foot mat	1 Set
11	Curtains	To maintain proper darkness in the Lab / Classroom during Projection	Full LAB
12	Wall Clock	ISI Mark, Wall Clock	01
13	Notice Board	5 feet x 3 feet, P/F 15 thick Pinup board with fabric wrapped all around Front surface woollen felt having thickness min. 1.5 MM. Conforming to IS.	01
14	Whiteboard	4 ft x 3 ft minimum 18mm thickness white Board. Conforming to IS.	01
15	Fire Extinguisher	Portable Carbon Dioxide Handheld fire extinguishers as per IS specification	01

Note

- Installation, Commissioning and Maintenance of all the above mentioned IT Infrastructure is for 5 Years in the Smart lab. All devices should have a 5 years onsite warranty from the date of installation, commissioning and demonstration.
- Equipment Configurations are to be followed as per latest Industry Standards.
- All electrical work should be carried out in accordance with the Indian Electricity rules, Fire, Insurance Regulation.
- Colour / Shades of furniture, curtains, paint etc. should be finalised in consultation with OCAC/OKCL.

7.25 IT Infrastructure installed for existing 221 SMART labs

S. No.	Item / Make	Specifications	Quantity
1	Desktop, Shared Computing Device, Monitor, Keyboard, Mouse,		
A	Desktop (Acer)	X86 Architecture 3.2 Ghz or higher Processor with 4 dedicated cores, RAM 4GB or higher expandable to 16GB, 500 GB SATA 7200 RPM Drive, 19-inch or Higher LED Monitor, Built-in audio, 300 Watt Desktop Speaker, DVD Writer, 10/100/1000BaseT Ethernet, 104 Key Keyboard and Optical Mouse With at least 2 Free Full Height PCI slots, DOS	1
B	Shared Computing Device (N-Computing)	Two Shared Computing Devices per Desktop. Multibox device which allows 6 users to share a single host PC through a share computing PC-Sharing kit (which includes one full height PCI Card, Virtualization software, access devices with speaker output, PS/2 Mouse and PS/2 Keyboard output. SVGA Monitor output and RJ45 Connection Port. with 5 CAT6 cables (each of 5 meters length)), Power consumption of each access device should not exceed more than 1-2watts. The access device should be integrated with Host PC via CAT 6 cable with support up to 10mtr/32ft. Each user should have independent desktop environment. User experience on shared terminal should be substantially the same as on the host PC (Boot time, Login Experience, Responsiveness (Mouse, Keyboard, application start-up and execution), Graphics/Multimedia, Logout.	2
C	Monitor	19-inch or higher LED Monitor with static contrast 1000:1, resolution of 1440 x 900 and VGA connectivity with matt black finish, brightness 250 cd/m2, viewing angle 170 degrees/ 160 degrees (horizontal/vertical), wall mounting port VDI, with Windows Certification with EPEAT GOLD / TCO /Energy Star Certification	1 0

D	Keyboard and Mouse	104 Keys PS2 Keyboard and PS2 Optical mouse	1 0
E	Web Cam	Min 5MP camera, Support for HD Video calling (1280 X 720 pixels), Built-in mic with noise reduction	1
F	Headphones	Headphone with Mic	4 0
G	Headphone Sharer	5-Way 3.5-mm Headphone Splitter	1 0
H	Spare Desktop (Acer)	X86 Architecture 3.2 Ghz or higher Processor with 4 dedicated cores, RAM 4GB or higher expandable to 16GB, 1TB HDD, 19-inch LED Monitor, Built-in audio, 300 Watt Desktop Speaker, DVD Writer, 10/100/1000BaseT Ethernet, 104 Key Keyboard and Optical Mouse With at least 2 Free Full Height PCI slots, DOS	1
I	Spare Desktop (Acer)	X86 Architecture 3.2 Ghz or higher Processor with 4 dedicated cores, RAM 4GB or higher expandable to 16GB, 1TB HDD, 19-inch LED Monitor, Built-in audio, 300 Watt Desktop Speaker, DVD Writer, 10/100/1000BaseT Ethernet, 104 Key Keyboard and Optical Mouse With at least 2 Free Full Height PCI slots, DOS	1

	<p>Projection System Projector (K-YAN)</p>	<p>Specification:</p> <p>Projection System: DLP Technology</p> <p>Brightness: 2500-ANSI Lumens (Short Throw) Resolution: SVGA (800x600)</p> <p>Contrast Ratio: 2500:1</p> <p>Computer System : X86 architecture, 3.2GHz or higher with 4 dedicated Cores, Minimum 4MB L3 Cache, Compatible chipset with HD graphics, 4GB DDR3 RAM expandable to 16 GB, 500 GB Serial SATA II 7200 RPM HDD, Optical Drive DVD RW, Wireless Keyboard & optical Scroll Mouse. OS: DOS Input: PS/2 Mouse & Keyboard, RF –in for TV, USB ports, Microphone input Output : Internal 30 watts Audio Output, LAN: 1x Gbps LAN, Integrated analogue cable TV tuner</p>	<p>1</p>
--	--	---	----------

8 Formats for Submission of Proposal**8.1 Bidder's Organisation (General Details)**

(To be submitted on the Letterhead of the Bidder)

SL#	Information	Details
1.	Name of Bidder	
2.	Registered Address of Bidder	
3.	Address for Communication	
4.	Name, Designation and Address of the contact person to whom all references shall be made regarding this Tender	
5.	Telephone no. of contact person:	
6.	Mobile no. of contact person:	
7.	Fax no. of contact person:	
8.	E-mail address of contact person:	
9.	GST Number of the Firm	
10.	PAN No. of the firm	
11.	EPF Registration No	
12.	ESIC Registration No.	
13.	Address of local office in Odisha, if any	
14.	Name and contact details of the contact person in Odisha, if any	
15.	Turnover FY 2017-18 FY 2018-19 FY 2019-20	
16.	Net Worth	

Authorized Signatory with Date and Seal:

8.2 Self-Declaration: Not Blacklisted

To (Company letter head)

The General Manager (Admin)
Odisha Computer Application Centre
(Technical Directorate of I.T. Dep't, Govt. of Odisha)
N-1/7-D, Acharya Vihar P.O. - RRL, Bhubaneswar - 751013

Sub: Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha – Self Declaration for not Blacklisted

Sir

In response to the RFP No.: OCAC-SEGP-INFRA-0019-2021-21022 for RFP titled "Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha ", as an owner/ partner/ Director of (organisation 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.

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,

Signature
(Authorised Signatory)

Seal:

Date:

Place:

Name of the Bidder:

8.3 Bidder's Authorisation Certificate

To (Company letter head)

The General Manager (Admin)
Odisha Computer Application Centre
(Technical Directorate of I.T. Dep't, Govt. of Odisha)
N-1/7-D, Acharya Vihar P.O. - RRL, Bhubaneswar - 751013

Sub: Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha – Bidder's Authorization Certificate

Sir,

With reference to the RFP No.: OCAC-SEGP-INFRA-0019-2021-21022 , Ms./Mr. <Name>, <Designation> is hereby authorized to attend meetings & submit pre-qualification, technical & commercial information as may be required by you in the course of processing the above said Bid. S/he is also authorized to attend meetings & submit technical & commercial information as may be required by you in the course of processing above said application. Her/his contact mobile number is _____ and Email id is_____. For the purpose of validation, his/ her verified signatures are as under.

Thanking you,

Signature
(Authorised Signatory)

Verified Signature by
Director/CEO

Seal:

Date:

Place:

Name of the Bidder:

8.4 Acceptance of Terms & Conditions

To (Company letter head)

The General Manager (Admin)
Odisha Computer Application Centre
(Technical Directorate of I.T. Dep't, Govt. of Odisha)
N-1/7-D, Acharya Vihar P.O. - RRL, Bhubaneswar - 751013

Sub: Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha – Acceptance of Terms & Conditions

Sir,

I have carefully and thoroughly gone through the Terms & Conditions along with scope of work contained in the RFP Document [No. OCAC-SEGP-INFRA-0019-2021-21022] regarding "Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha ".

I declare that all the provisions/clauses including scope of work of this RFP/Tender Document are acceptable to my company. I further certify that I am an authorized signatory of my company and am, therefore, competent to make this declaration.

Thanking you,

Signature
(Authorised Signatory)

Seal:

Date:

Place:

Name of the Bidder:

8.5 Technical Bid Cover Letter

To (Company letter head)

The General Manager (Admin)
Odisha Computer Application Centre
(Technical Directorate of I.T. Dep't, Govt. of Odisha)
N-1/7-D, Acharya Vihar P.O. - RRL, Bhubaneswar - 751013

Sub: Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha – Technical Bid Submission

Sir,

We, the undersigned, offer to provide solution to OCAC, for Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha in response to the RFP No.: OCAC-SEGP-INFRA-0019-2021-21022

We are hereby submitting our Proposal, which includes the Pre-Qualification Bid, Technical bid and the Commercial Bid sealed in a separate envelope.

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

We undertake, if our Proposal is accepted, to initiate the implementation services related to the assignment not later than the date indicated in the RFP Document.

We agree to abide by all the terms and conditions of the RFP document. We would hold the terms of our bid valid for 180 days as stipulated in the RFP document.

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

Thanking you,

Signature
(Authorised Signatory)

Seal:

Date:

Place:

Name of the Bidder:

8.5.1 Project Citation Format

Relevant IT / e-Gov Project Experience	
<i>General Information</i>	
Name of the project	
Client for which the project was executed	
Name and contact details of the client	
Date of award and date of completion	
<i>Project Details</i>	
Description of the project	
Scope of services	
Service levels being offered/ Quality of service (QOS)	
Technologies used	
Outcomes of the project	
<i>Other Details</i>	
Total cost of the project	
Total cost of the services provided by the respondent	
Duration of the project (no. of months, start date, completion date, current status)	
<i>Other relevant Information</i>	
Copy of Work Order	

8.5.2 Proposed Solution

Technical approach, methodology and work plan are key components of the Technical Proposal. It is suggested to present Approach and Methodology divided into the following sections:

- a) Solution Proposed
- b) Understanding of the project (how the solution proposed is relevant to the understanding)
- c) Technical Approach and Methodology

Thanking you,

Signature
(Authorised Signatory)

Seal:

Date:

Place:

Name of the Bidder:

8.5.3 Proposed Work Plan

Sl#	Activity ¹	Weeks							
		1	2	3	4	5	6	7	n
a)									
b)									
c)									
d)									
e)									
f)									
g)									
h)									
i)									
j)									
k)									
l)									
m)									
n)									
o)									
p)									
q)									
r)									
s)									
t)									
u)									
v)									
w)									
x)									
y)									
z)									


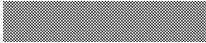
1. Indicate all main activities of the assignment, including delivery of reports (e.g.: inception, interim, and final reports), and other benchmarks such as Purchaser approvals. For phased assignments indicate activities, delivery of reports, and benchmarks separately for each LOT.
2. Duration of activities shall be indicated in the form of a bar chart.

8.5.4 Team Composition

Name of Staff with qualification and experience	Area of Expertise	Position Assigned	Task Assigned	Time committed for the engagement

8.5.5 Deployment of Personnel

Sl#	Name of the Staff	Staff input in Months (in the form of a bar chart) ²							Total staff man-months proposed
		1	2	3	4	5	6	n	Total
Total									

1. For Professional Staff the input should be indicated individually; for Support Staff it should be indicated by category
 2. Months are counted from the start of the assignment.
-  Full time input
  Part time input

8.6 Undertaking on Pricing of Items of Technical Response

To (Company letter head)

The General Manager (Admin)
Odisha Computer Application Centre
(Technical Directorate of I.T. Dep't, Govt. of Odisha)
N-1/7-D, Acharya Vihar P.O. - RRL, Bhubaneswar - 751013

Sub: Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha – Undertaking on Pricing of Items of Technical Response

Sir,

I/We do hereby undertake that Commercial Proposal submitted by us (against RFP No.: OCAC-SEGP-INFRA-0019-2021-21022) is inclusive of all the items in the technical proposal and is inclusive of all the clarifications provided/may be provided by us on the technical proposal during the evaluation of the technical offer. We understand and agree that our Commercial Proposal is firm and final and that any clarifications sought by you and provided by us would not have any impact on the Commercial Proposal submitted by us.

Thanking you,

Signature
(Authorised Signatory)

Seal:

Date:

Place:

Name of the Bidder:

8.7 Manufacturers' Authorization Form (MAF)

(To be submitted in OEM letter head)

To

The General Manager (Admin)
Odisha Computer Application Centre
(Technical Directorate of I.T. Dep't, Govt. of Odisha)
N-1/7-D, Acharya Vihar P.O. - RRL, Bhubaneswar - 751013

Sub: Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha - OEM Authorization Form (RFP No.: OCAC-SEGP-INFRA-0019-2021-21022)

We who are established and reputable manufacturers / producers of _____ having factories / development facilities at (address of factory / facility) do hereby authorize M/s _____ (Name and address of bidder) to submit a Bid, and sign the contract with you 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 also undertake to provide any or all of the following materials, notifications, and information pertaining to the Products manufactured or distributed by the Supplier:

- a. Such Products as the Purchaser may opt to purchase from the Supplier, provided, that this option shall not relieve the Supplier of any warranty obligations under the Contract; and
- b. in the event of termination of production of such Products:
 - i. advance notification to the Purchaser of the pending termination, in sufficient time to permit the Bank to procure needed requirements; and
 - ii. Following such termination, furnishing at no cost to the Purchaser, the blueprints, design documents, operations manuals, standards, source codes and specifications of the Products, if requested.

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

Yours faithfully,

(Name)

(Name of Producers/Manufacturer)

Note: This letter of authority should be on the letterhead of the manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer. The Bidder in its Bid should include it.

8.8 Format for Bank Guarantee for Earnest Money Deposit

To

The General Manager (Admin)
Odisha Computer Application Centre
(Technical Directorate of I.T. Dep't, Govt. of Odisha)
N-1/7-D, Acharya Vihar P.O. - RRL, Bhubaneswar - 751013

Sub: Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha - RFP No.: OCAC-SEGP-INFRA-0019-2021-21022

Whereas <<Name of the bidder>> (hereinafter called 'the Bidder') has submitted the bid for Submission of RFP Ref. No. OCAC-SEGP-INFRA-0019-2021-21022 for Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha (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 Tender 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 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 upto <<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:

8.9 Financial Bid Letter

To (Company letter head)

The General Manager (Admin)
Odisha Computer Application Centre
(Technical Directorate of I.T. Dep't, Govt. of Odisha)
N-1/7-D, Acharya Vihar P.O. - RRL, Bhubaneswar - 751013

Sub: Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha – *Financial Bid Submission*

Sir,

We, the undersigned, offer to provide the service for Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha as per RFP No.: OCAC-SEGP-INFRA-0019-2021-21022 and our Proposal (Technical and Financial Proposals). Our attached Financial Proposal is for the sum of <<Amount in words and figures>> exclusive of taxes and duties.

1) PRICE AND VALIDITY

All the prices mentioned in our Tender are in accordance with the terms as specified in the RFP documents. All the prices and other terms and conditions of this Bid are valid for a period of 5 years from the date of opening of the Bid.

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) TENDER PRICING

We further confirm that the prices stated in our bid are in accordance with your clauses in RFP/Tender document.

4) QUALIFYING DATA

We confirm having submitted the information as required by you in your RFP. In case you require any other further information/ documentary proof in this regard before/during evaluation of our Tender, we agree to furnish the same in time to your satisfaction.

5) BID PRICE

We declare that our Bid Price is for the entire scope of the work as specified in the <Refer Section No.>. These prices are indicated Commercial Bid attached with our Tender as part of the Tender. In case there is substantial difference between the component wise price approved

by OCAC and the price quoted by the bidder, OCAC will have the rights to ask the bidder to realign their cost without impacting the total bid price. We hereby agree to submit our offer accordingly.

6) PERFORMANCE BANK GUARANTEE

We hereby declare that in case the contract is awarded to us, we shall submit the Performance Bank Guarantee as specified in the clause 6.7 of this RFP document.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, i.e., [Date].

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

We hereby declare that our Tender is made in good faith, without collusion or fraud and the information contained in the Tender is true and correct to the best of our knowledge and belief.

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

Thanking you,

Signature
(Authorised Signatory)

Seal:

Date:

Place:

Name of the Bidder:

8.9.1 Commercial Bid*8.9.1.1 Summary of Commercial Bid*

SL#	Description	Cost inclusive of tax
1	<i>Site Preparation work at old (existing) 221 Lab (total of clause 8.9.1.2)</i>	
2	<i>Site Preparation work at new 221 Lab (total of clause 8.9.1.3)</i>	
3	<i>Cost of Software (total of clause 8.9.1.7)</i>	
4	<i>Cost of Hardware (total of clause 8.9.1.8)</i>	
5	<i>Any other cost (total of clause 8.9.1.9)</i>	
6	<i>Recurring Cost (total of clause 8.9.1.4)</i>	
7	<i>Cost of resources (total of clause 8.9.1.5)</i>	
	<i>Grand Total</i>	

8.9.1.2 Site Preparation work at old (existing) 221 Lab

S.N.	Particulars	Price per School (in Rs.)		
		Before Taxes	GST (Rate)	Total Price
1	Site Preparation work: Vinyl Flooring & Wall Painting (new and fresh).		___ (___%)	

2	Replace / repair other items such as Networking, Earthing, Electrical Wiring, Switches & Sockets, Fans, Tube lights, Exhaust Fans, Curtains, Wall Clock, Tables, Chairs, Lab Cleanliness Kit, Notice Board, White Board, Foot Mat etc.			
3	Hardware Equipment Installation & Maintenance			
	Total cost per School			
	Total cost for 221 School			

8.9.1.2 Site Preparation work at new 221 Lab

S.N.	Particulars	Price per School (in Rs.)		
		Before Taxes	GST (Rate)	Total Price
1	Site Preparation work: Vinyl Flooring & Wall Painting		___ (___%)	
2	Supply, Installation and fixing of other items such as Networking, Earthing, Electrical Wiring, Switches & Sockets, Fans, Tube lights, Exhaust Fans, Curtains, Wall Clock, Tables, Chairs, Lab Cleanliness Kit, Notice Board, White Board, Foot Mat etc.			
3	Hardware Equipment Installation & Maintenance			
	Total cost per School			
	Total cost for 221 School			

8.9.1.3 Recurring Cost

S.N.	Particulars	Price per School (in Rs.) for 1 year		
		Before Taxes	GST (Rate)	Total Price
1	Recurring Services: Consumables(200 page Register-2 nos., 12 packets of A4 size papers (min. 75 GSM) per month per SMART lab, Printer Cartridge refills, 12 white board markers with whiteboard duster) per year, 2 units of USB Flash drives per year. Internet Connectivity , Electricity Charges, Fuel Charges for Silent Genset and others, if any.		___ (___%)	
	Total cost per School per year			
	Total cost for 442 School per year			
	Total cost for 442 School for 5 years			

8.9.1.4 Cost of Resources

S.N.	Particulars	Price per month per resource		
		Before Taxes	GST (Rate)	Total Price
1	Cost of deployment of One project Coordinator per month		___ (___%)	
2	Cost of deployment of one helpdesk operator per month			
A	Total cost per Project Coordinator per year			
B	Total cost per Helpdesk Operator per year			

C	Total cost for 14 Project Coordinators for 5 years			
D	Total cost for 2 Helpdesk Operator for 5 years			
	Grand total – Resource Cost (C+D)			

8.9.1.6 Cost of Software

Product	Product Description	Part Number	License Type	Quantity	Before Taxes (in Rs)	GST (Rate)	Total Price (in Rs)
WinSvrSTDCore 2019 SNGL OLP 2Lic NL Acdmc CoreLic	Windows Server 2019 Standard Edition	9EM-00633	Academic	221			
OfficeProPlus ALNG LicSAPk MVL PtnrsinLrning	MS Office Professional PIL (5 years)	79P-03845	PIL-Academic	2873			
WinSvrCAL 2019 SNGL OLP NL Acdmc DvcCAL	Windows Server CAL Academic Edition	R18-05746	Academic	2210			
WinRmtDsktpSrvcsCAL 2019 SNGL OLP NL Acdmc DvcCAL	Windows Remote Desktop CAL Academic Edition	6VC-03726	Academic	2210			
Total Price							

8.9.1.7 Cost of Hardware

SL#	Particulars	Quantity	Price per School (in Rs.)		
			Before Taxes	GST (Rate)	Total Price

1	Server	1 no.		__ (__ %)	
2	Thin Client	10 nos.		__ (__ %)	
3	LAN Switch	1 no.		__ (__ %)	
4	Monitor	10 nos.		__ (__ %)	
5	Keyboard	10 nos.		__ (__ %)	
6	Mouse	10 nos.		__ (__ %)	
7	Silent Generator Set	1 no.		__ (__ %)	
8	UPS	1 no.		__ (__ %)	
9	Printer	1 no.		__ (__ %)	
10	Web Camera	1 no.		__ (__ %)	
11	Head Phones with mic	40 nos.		__ (__ %)	
12	Head Phone Sharer	10 nos.		__ (__ %)	
13	Smart TV + Laptop	1 no.		__ (__ %)	
14	Speaker with Microphone	1 no.		__ (__ %)	
15	Servo Stabilizer	1 no.		__ (__ %)	
16	Fire Extinguisher	1 no.		__ (__ %)	
17	CCTVs	2 nos.		__ (__ %)	
	Total Cost Per School				
	Total cost for 442 Schools				

(Cost should include 5 years of on-site comprehensive warranty with spare and labor)

8.9.1.8 Any other cost

SL#	Description	Cost
1	Any other cost bidder required for smooth execution of project (bidder may specify)	

17.1 Performance Security

To

The General Manager (Admin)
Odisha Computer Application Centre
(Technical Directorate of I.T. Dep't, Govt. of Odisha)
N-1/7-D, Acharya Vihar P.O. - RRL, Bhubaneswar - 751013

Sub: Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha - RFP No.: OCAC-SEGP-INFRA-0019-2021-21022

Whereas, <<name of the supplier and address>> (hereinafter called "the bidder") has undertaken, in pursuance of contract no. <Insert Contract No.> dated. <Date> to provide services for Selection of Software firm for Selection of Selection of System Integrator for Establishment of Smart LABs for Govt. and Govt. aided High Schools in the District of Keonjhar, Odisha (hereinafter called "the beneficiary")

And whereas it has been stipulated by in the agreement that the bidder shall furnish you with a bank guarantee by a recognized bank for the sum specified therein as security for compliance with its obligations in accordance with the agreement;

And whereas we, <Name of Bank> a banking company incorporated and having its head /registered office at <Address of Registered Office> and having one of its office at <Address of Local Office> have agreed to give the supplier such a bank guarantee.

Now, therefore, we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of <<Cost of Service>> in (words) and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the agreement and without cavil or argument, any sum or sums within the limits of <<Cost of Service>> (in Words) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the bidder before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the agreement to be performed there under or of any of the agreement documents which may be made between you and the Bidder shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification. This Guarantee shall be valid until <<insert date>>

Notwithstanding anything contrary contained in any law for the time being in force or banking practice, this guarantee shall not be assignable or transferable by the beneficiary i.e OCAC. Notice or invocation by any person such as assignee, transferee or agent of beneficiary shall not be entertained by the Bank.

NOTWITHSTANDING ANYTHING CONTAINED HEREIN:

- i) Our liability under this bank guarantee shall not exceed <<amount>> (Amt. in words).
- 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: