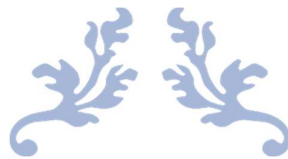


Request for Proposal (RFP) for Selection of System Integrator (SI) for Procurement, Supply, Installation and Implementation of Robotic Labs in Secondary Schools in Odisha.



RFP for Selection of System Integrator (SI) for Procurement, Supply, Installation and Implementation of Robotic Labs

***RFP Enq. No.: OCAC-SEGP-INFRA- OCAC-SEGP-INFRA-0025-2023/25071,
Date : 07/07/2025***



**(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

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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 16/07/2025 at 12:30 PM through VC mode.</p> <p>The link for the virtual conference (VC) will be shared via email with prospective bidders who have submitted their pre-bid queries within the deadline specified in the RFP document. Queries submitted after the deadline will not be entertained by OCAC.</p> <p>Contact Person General Manager (Admin) Email: gm_ocac@ocac.in</p> <p>All the queries should be received on or before 15/07/2025 by 4:00 PM Noon through email only to gm_ocac@ocac.in, with a copy to smruti.mishra@odisha.gov.in, jayashree.mishra@odisha.gov.in and chandan.pradhan@semt.gov.in</p>
Section 4.4.2	RFP can be Downloaded from www.odisha.gov.in or www.ocac.in .
Section 4.4.3	The bidder is required to submit Earnest Money Deposit (EMD) amounting to ₹2,00,00,000/- (Two Crore Only) in shape of Demand Draft (DD) / Bank Guarantee (BG) in favour of Odisha Computer Application Centre, Bhubaneswar or Bank Guarantee issued from any of the Scheduled Banks as per the prescribed format in this RFP.
Section 4.4.4	Bidders must submit response eNivida portal (https://enivida.odisha.gov.in/) only
Section 4.5.2	The Proposal should be filled in by the Bidder in English language only.
Section 4.5.3	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.
Section 4.5.4	<p>The proposal submission address is:</p> <p>General Manager (Admin) Odisha Computer Application Centre N-1/7-D, Acharya Vihar Square P.O.- RRL, Bhubaneswar - 751013</p> <p><i>Proposals must be submitted on or before 04/08/2025 by 3:00 PM through electronic mode only.</i></p>
Section 4.6.2	Proposals/Bids must remain valid 180 days from the date of opening of Commercial Bid.

Section 5	Quality and Cost Based Selection i.e. QCBS (70:30) method shall be used to select the bidder. 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% mark or above shall be opened.
Section 5.1	The authorities reserve the right to split the work among multiple bidders to complete the job in a time-bound manner.
Section 6	This project includes Procurement, Supply, Installation and Implementation of Robotic Labs in Secondary Schools in Odisha for a period of 3 years from the date of Commission/UAT.
Section 7	Total project period is <u>3 years and 3 months</u> . The System Integrator (SI) must supply & deliver the equipment within time frame from the date of issue of work order/PO.

1. Request for Proposal

Sealed proposals are invited from eligible, reputed & qualified bidders for Selection of System Integrator (SI) for Procurement, Supply, Installation and Implementation of Robotic Labs in Secondary Schools in Odisha for, School & Mass Education (S&ME) Department Govt. of Odisha. A total 807 numbers of Robotic Labs, have been identified for the implementation. 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 System Integrator (SI) for Procurement, Supply, Installation and Implementation of Robotic Labs in Secondary Schools in Odisha of OSEPA, School & Mass Education (S&ME) Department Govt. of 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 Specification and Commercial Evaluation for determining bidder's suitability as the System Integrator (SI)
 - 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 System Integrator (SI) for Procurement, Supply, Installation and Implementation of Robotic Labs in Secondary Schools in Odisha of OSEPA, School & Mass Education (S&ME) Department Govt. of 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

Odisha Computer Application Centre (OCAC) is the premier IT solutions provider and the nodal System Integrator (SI) for implementing e-Governance initiatives in the state of Odisha. Functioning under the Electronics & Information Technology (E&IT) Department, Government of Odisha, OCAC plays a pivotal role in driving digital transformation and fostering a technology-driven ecosystem in the state.

OCAC's key responsibilities include:

- Developing and managing IT infrastructure for the state government.
- Implementing e-Governance projects to improve citizen services.
- Providing training and capacity building for IT skill development.
- Industry Facilitation and IT Promotion

As a catalyst for Odisha's IT growth, OCAC ensures effective digital governance, bridging the gap between citizens and government services, and contributing to the state's vision of a robust and inclusive digital economy.

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

OCAC invites proposals from eligible, reputed & qualified System Integrator (SI) for Implementation of Robotics Labs as detailed out in this Request for Proposal (RFP) Document.

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

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

3.2.2 Project Profile

Odisha Computer Application Centre (OCAC) on behalf of S&ME Department inviting proposals on **TURNKEY BASIS** from the reputed bidders towards Procurement, Supply, Installation and Implementation of Robotic Labs in Secondary Schools in Odisha for a period of THREE (03) Years.

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 towards Procurement, Supply, Installation and Warranty Support of Robotic Labs for Secondary Schools of OSEPA, for School & Mass Education (S&ME) Department Govt. of Odisha. for a period of THREE (03) 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 behaviour that may impair the transparency, fairness and the progress of the procurement process.
 - iiii. 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.
 - iv. 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.
 - v. any coercion or any threat to impair or harm, directly or indirectly, any party or its property to influence the procurement process.
 - vi. obstruction of any investigation or auditing of a procurement process.
 - vii. 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 five 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 Queries & Clarifications

4.4.1 Pre-bid Queries

- a) The Bidders will have to ensure that their queries for Pre-Bid meeting should reach to General Manager (Admin) only by email (gm.ocac@odisha.gov.in) with a copy to smruti.mishra@odisha.gov.in, jayashree.mishra@odisha.gov.in & chandan.pradhan@semt.gov.in on or before **15/07/2025 by 4:00 PM**.
- b) 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

- c) 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 and www.odisha.gov.in.
- d) Any such corrigendum shall be deemed to be incorporated into this RFP.
- e) In order to provide prospective Bidders reasonable time for taking the corrigendum into account, OCAC may, at its discretion, extend the last date for the receipt of Proposals.

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

The RFP document can be downloaded from www.ocac.in or www.odisha.gov.in. There is no fee for downloading the RFP document. However, bidders are required to register on the e-Nivida Portal at <https://enivida.odisha.gov.in>, or by clicking the 'Bidder Enrolment' link available on the home page, by paying a non-refundable registration fee of ₹2,500/- plus applicable GST."

4.5.3 Earnest Money Deposit (EMD)

- a. Bidders shall submit, along with their Bids, EMD of **₹2,00,00,000/- (Two Crore Only)** 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 (OCAC), 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 & Technical Criterion: First Cover
 - ii. Commercial Proposal: Second Cover
- b) 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.
- c) All the pages of the proposal must be sequentially numbered and must contain the list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the Bid.
- 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.
- e) All pages of the bid shall be initialled and stamped by the authorized person or persons who sign the bid.
- f) In case of any discrepancy observed by OCAC in the contents of the submitted scan copies of bid documents then clarification related to the documents shall asked by OCAC.
- g) Bidder must ensure that the scan copies of the documents furnished by him is final and original related to the bid documents asked in the RFP.

4.5.5 Contents of the Technical bid

The bidder should give details related to project timeline, plan to be followed, equipment quoted by them with product data sheets & brochures mentioning the Make & Model of quoted items, resource plan, warranty support of the quoted equipment, 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 to OCAC at the address specified below:

Addressed To	General Manager (Admin) Odisha Computer Application Centre, N-1/7-D, Acharya Vihar P.O.- RRL, Bhubaneswar – 751013, Odisha, India
Submission Schedule	04/08/2025 by 2:00 PM

4.6.4 Late Bids

- 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.
- The bids submitted by telex/ telegram/ fax/ e-mail etc. **shall not be considered**. No correspondence will be entertained on this matter.
- OCAC shall not be responsible for any non-receipt of the bid 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.
- 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 **04/08/2025 by 2:00 PM** will be opened on **04/08/2025 at 4:00 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 **Quality and Cost Based Selection i.e. QCBS (70:30) method**. The bidder is required to submit the bids General (Pre-qualification), Technical & Financial bid in eNivida portal (<https://enivida.odisha.gov.in>). Financial bid of those bidders who qualify in Technical Bid by scoring 70% mark or above shall be opened. All bids will primarily be evaluated on the basis of Pre-qualification & Technical criteria asked in this RFP. Tender 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 technical compliance sheet, quoted product data sheet, brochures asked in the 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 specification 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 i.e. 70% mark or above in the technical evaluation will only be considered for further financial bid evaluation. Bidders which does not 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.

Pre-Qualification Evaluation Criteria			
Sl. No.	PQ Criteria	Description of the Criteria	Documents to be Submitted
1.	Legal Entity	<p>The bidder or in case of a consortium, all the members of the consortium, must be incorporated/registered in India, under the Companies Act 1956/2013 or an LLP registered under the LLP Act 2008.</p> <p>The bidder or in case of a consortium must have GST registration, PAN Number & up-to-date Income Tax Return, as on 31st March 2024.</p> <p>Note: The consortium cannot be of more than two members (Including Prime Bidder) and both the member should have experience in IT/ITES/ Education Business.</p> <p>All members of the consortium shall be jointly and severally liable for execution of the work.</p>	<ul style="list-style-type: none"> • Copy of Certificate of Incorporation/ Partnership Deed or equivalent, a duly notarized/ registered Joint Bidding Agreement/ Consortium Agreement) signed between Prime Bidder and the consortium members. • Copy of GST registration & Copies of relevant Certificates of registration, Income Tax/PAN Number from the respective Government Department. • The MoU should clearly mention detailed roles and responsibilities of the Prime Bidder and its Consortium Partner.
2	Turnover	<p>The average annual turnover of the Bidder (or lead bidder in case of consortium) should have minimum INR 200 Crores, out of which INR 100 Crores from IT/ITES and Education Service during the last 3 financial years ending with 2023-24 (i.e. 2021-22, 2022-23, 2023-2024 or 2024-25).</p>	<p>-Audited balance sheet, P&L Statement and CA Certificate</p> <p>-Provisional/Audited balance sheet for FY. 2024-25 with CA Certificate will be also considered.</p>

3	Net Worth and Profit	The bidder and consortium members must be positive net worth and profit in last three financial years ending on 31st March 2024. (i.e. 2021-22, 2022-23, 2023-2024 or 2024-25)	- Audited balance sheet, P&L Statement and CA Certificate -Provisional/Audited balance sheet for FY. 2024-25 with CA Certificate will be also considered.
4 (A)	Technical Capability - I	<p>The Bidder or its consortium member must have successfully undertaken at least the following numbers of similar assignments of value specified herein: -</p> <p>One project of similar assignments in system integration, not less than the amount ₹50,00,00,000/- (Fifty Crores Only)</p> <p>OR</p> <p>Two projects of similar nature in system integration) not less than the amount ₹40,00,00,000/- (Forty Crores Only)</p> <p>OR</p> <p>Three projects of similar nature in system integration, not less than the amount ₹30,00,00,000/- (Thirty Crores Only)</p> <p>"Similar Nature" is defined as experience in Implementing STEM LAB/Robotics LABs Atal Tinkering LABs/ /ICT LABs/ /PAL LAB/ SMART Class, which includes Hardware, Application Software and other Education Services, in Government/Semi Government/PSU Schools/Colleges/Universities/Institutes in the last five years, as on date of bid submission.</p> <p>Purchase Order (PO) should be in the name of bidder or its consortium member only. All the components pertaining to STEM LABs/Robotics LABs/Atal Tinkering LABs/ICT LABs/PAL LABs/Smart Class should be clearly included in the PO".</p>	Copy of the relevant Work order & Satisfactory Work completion certificates from the client.

4(B)	Technical Capability - II	The bidder or its Consortium member must have trained minimum 1000 teachers at Government or Semi-Govt. / PSU Schools in last five years.	Satisfactory training completion certificates from the client mentioning the number of teachers trained.
5	Quality Certification	The Bidder and its consortium partner must have valid ISO 9001:2015 & ISO 20000-1:2018 Certifications.	Copies of the valid certificates.
6	Blacklisting	The Bidder and its Consortium partners should not be under a declaration of Ineligibility for corrupt and fraudulent practices issued by any Government or PSU in India during its operational tenure.	Self- declaration in format 7.13 of RFP
7	Local Presence	The Bidder or its Consortium Partner should have an office in Odisha. However, if the presence is not there in the State, the Bidder or Prime Bidder (in case of consortium) should give an undertaking for establishment of a project office, within one month of award of the contract.	Relevant Documents supporting office addresses/Undertaking
8	OEM Authorization	<p>The bidder must have submitted the Manufacture Authorization Certificate specific to this tender for the items mentioned below:</p> <ul style="list-style-type: none"> • Robotics, Electronic Tools and Sensor • Rapid Prototyping Tools • Mechanical Tools & Safety Equipment • Robotics DIY Construction Kit • IT Equipment (Laptop) <p>Note: The bidder must submit a valid OEM Authorization letter that includes the Name, Designation, Email ID, and Phone Number of the authorized signatory. OCAC reserves the right to verify the authenticity of the OEM authorization, if required.</p>	OEM MAF (Format 7.18 of RFP)

10	EMD	<p>Earnest Money Deposit (EMD) of ₹20,000,000/- (Rupees Two Crore Only) in the form of Demand Draft (DD)/Bank Guarantee (BG) from any Nationalized/ Schedule Commercial Bank. The EMD of successful Bidder is liable to be forfeited if the Bidder revokes any terms of the tender within the validity period. EMDs given by unsuccessful Bidders will be refunded after placing of work order to the successful Bidder.</p> <p>Bidder should upload the scan copy of the DD/BG online and submit the original DD/BG at OCAC office on or before Opening of Pre-Qualification Bid.</p>	Demand Draft (DD) or Bank Guarantee (BG)
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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 Proposals. Only those proposals meeting the pre-qualification criteria will be selected for technical evaluation. Financial bid of those bidders who qualify in Technical proposal shall be opened. The product specifications are mentioned in detail in **Clause-7.11** under minimum technical specification. Please refer to the same for required sizing. Bidder should propose products in order to comply the requirement.

Evaluation & Tabulation of Technical Score			
Sl. No	Description of the Parameters	Max Score	Supporting Document
1	<p>Bidder/Consortium member should have related annual average annual turnover of minimum ₹200 Crores during last three Financial Years i.e., FY 2021-22, 2022-23, 2023-24.</p> <p>> ₹200 Cr to <= ₹250 Cr = 05 Marks > ₹250 Cr to <= ₹350 Cr = 08 Marks > ₹350 Cr Above = 10 Marks</p>	10	Proof of Supporting Documents
2	<p>Bidder/Consortium Member having average Net Worth for last 3 financial years as on 31st March 2024:</p> <p>>= 50 Cr. but < 70 Cr: 5 Marks >= 70 Cr. but < 100 Cr.: 7 Marks >= 100 Cr.: 10 Marks</p>	10	
3	<p>Bidder / Consortium member Quality Certification: -</p> <ul style="list-style-type: none"> - ISO 9001:2015: 3 Marks - ISO 27001: 3 Marks - ISO 20000-2018: 4 Marks 	10	Proof of Supporting Documents

4	<p>Bidder/Consortium member should have experience of single project in supply and installation of STEM LABs/Robotics LABs/Atal Tinkering LABs/ICT LABs/PAL LABs/Smart Class in Government/Semi Government/PSU Schools/ Colleges/ Universities/Institutes in the last five years.</p> <ul style="list-style-type: none"> • Single order Between 50 to 70 Crores = 5 Marks • Single Order Between 71 to 100 Crores = 10 Marks • Single Order more than 100 Crores =15 Marks 	15	Proof of Supporting Documents
5	<p>Bidder/Consortium member should have experience in teacher's training/deployment minimum 1000 teachers under ICT/Smart classroom project at Government or Semi-Govt./PSU Schools/Colleges/Universities/ Institutes in last five years</p> <ul style="list-style-type: none"> • 1000 to 2000 – 5 marks • 2001 to 4000 – 10 marks • More than 4000 – 15 marks 	15	Proof of Supporting Documents
6	<p>The bidder/Consortium member/its OEM should have supplied minimum 500 Robotic Kits in Govt. / Govt.-aided/ PSU Schools/Colleges/Institutes in India in last five years, as on date of bid submission.</p> <ul style="list-style-type: none"> • 500 – 750 kits - 3 Marks • 750 - 1000 kits - 5 Marks • More than 1000 kits - 10 Marks 	10	Proof of Supporting Documents
7	<p>Presentation on the proposed solution capturing the major features: -</p> <ol 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. Operation & Maintenance Support plan with team structure. Demonstration of Robotic kits and key activities 	30	Presentation before the committee

Note: - All the bidders who secure a Technical Score of minimum 70 marks or more will be declared as technically qualified and are eligible for financial bid opening.

5.3 Financial bid Evaluation Criteria

Technically qualify of the proposal will be given weightage of 70% and financial proposal weightage will be given to 30%. The price proposal of only those agencies who qualify technically that is who score minimum 70 out of 100 marks will be opened.

Normalized Technical Score of the firm (T_n) = $(T_f / T_h) * 100$

T_f : Technical score of the firm

T_h : Highest Technical score

Normalized Financial Score of the firm (F_n) = $(Q_i / Q_f) * 100$

Q_f : Quoted price of the firm

Q_i : Lowest Quoted price

Total Normalized score $S_t = T_n * 0.7 + F_n * 0.3$

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 (SI) 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.
- k) No request for change in model or product shall be entertained during the bidding and post bidding process. In case any bidder request for such changes their order will be cancelled by forfeiting the EMD.

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 furnishing the Performance Bank Guarantee i.e., 10% of the contract value excluding taxes.

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 Purchase Order

After OCAC notifies the successful bidder that its proposal has been accepted, OCAC shall issue purchase order and with all the terms & conditions 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% (Ten Percent) of the total contract value excluding tax, on or before the signing of the subsequent contract, typically within 30 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 point no. **8.8**. The successful Bidder shall ensure, the Performance Guarantee is valid for 39 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.

4.1 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

The scope of work primarily focuses on Implementation of Robotics LABs in the selected schools of School & Mass Education Department (S&ME), Government of Odisha which includes procurement, supply, installation, commission, operation & maintenance of Robotics LABs for a period of THREE (03) years from the date of Final Acceptance Test (FAT) of the Project. All the hardware and software required to meet the functionalities should be supplied by the selected bidder. Bidder has to supply the Robotic Kits to deliver the Robotic Education in schools as per the curriculum mentioned in this RFP. The major components factored for the project scope are listed below: -

- a) Site survey & feasibility is to be undertaken for identification of the classrooms at each school for the establishment of Robotics LABs at respective site.
- b) Handing/taking over the site for physical possession.
- c) Procurement, Supply and installation of Robotics LABs hardware, application software etc. in the selected schools.
- d) Configuration & Set up of Robotics LABs including hardware and software.
- e) The bidder while designing and implementing the LABs, needs to take into consideration that, the Robotics space should be one single room having 350 Sqft area with maximum

open space such that one section can be designated for lecturing and mentoring, while another section can simultaneously be used for collaborative project work. The LAB should be located in proximity to the main building of the school.

- f) One entry/exit points (including emergency points) must be clearly identified and labeled within the Robotics LAB.
- g) The Bidder shall ensure the safe delivery of the equipment up to the designated place of installation. Any transit insurance, labor, road permits etc., if required for the same, shall be arranged by the Bidder at no extra cost to OCAC/Client Department.
- h) Testing of the equipment commissioned and ensuring proper functioning at all levels.
- i) Training of teachers for the operation of LAB will be conducted at the school level.
- j) The bidder needs to submit the successful completion of training along with the attendance sheet and acknowledgment of the teachers.
- k) The proposed solution should have latest technology features and standards.
- l) Overall operation and management of the entire project for a period of 5 years including THREE (03)Year Warranty Support Period & Two (02) Years Comprehensive Annual Maintenance Support Period (CAMS).
- m) Deployment of requisite manpower with requisite qualification & experience for the operation support of Robotics LAB.
- n) The Bidder will be required to operate and maintain the entire Robotic Equipment with its associated software and is responsible for entire Operation & Management Support of the project during the contract period for 5 years. However, the school's premises upkeep, safety and the electrical maintenance will be the responsibility of the school authorities.
- o) The Bidder must ensure that the IT equipment and accessories supplied and delivered by them to each school are in good condition. Each IT equipment and accessories shall be packed in a non- hazardous packing of appropriate size. If any defect is found pursuant to the post-supply test in respect of the supplied quantity of the IT equipment and accessories, the Bidder shall replace the rejected equipment and accessories for the particular School with the new ones as per the instructions of OCAC Management.
- p) The bidder is responsible to maintain documentation on the progress of the Robotics LAB work and will have to update the same on regular basis to OCAC Management Team.
- q) At least 2 fire extinguishers of 2 Kg Powder Type Fire Extinguisher must be placed at strategic locations inside the Robotics LAB.
- r) Training for teachers on how to use the LAB.
- s) Bidder has to supply content for ROBOTICS LAB. Bidder shall provide the study material for students.
- t) The selected bidder shall be responsible for the installation of one (01) 5 MP SIM based Dome CCTV Camera in each Robotic LAB to facilitate monitoring of the effective utilization of the LAB. Additionally, the bidder must ensure the provisioning for remote monitoring of each LAB from a centralized location, i.e., OCAC (Odisha Computer Application Centre).

As part of this requirement, the bidder shall also be responsible for providing the necessary SIM connectivity at each LAB location to enable seamless real-time video transmission to the Central monitoring facility i.e. OCAC. All cost of the integration should be considering while quoting the solution keeping in mind the CCTV Dome Camera monitoring of each Robotic LAB.

- u) Helpdesk and onsite support for repair and maintenance of Robotics LAB hardware and software.

7.1 Brief Background

7.2 Installation of Equipment

Procurement, Supply and installation of Robotic Labs in Secondary Schools in Odisha. The Bidder shall ensure the safe delivery of the equipment up to the designated place of installation. Any transit insurance, labor, road permits etc., if required for the same, shall be arranged by the Bidder at no extra cost to OCAC.

7.3 Insurance

The Robotic Lab is to be fully insured against any loss or damage caused to it including theft, burglary, fire or any physical damage during transit period.

7.4 Timeline

The necessary installation, & commissioning of Robotic Lab in Schools should be completed within the time duration of FOUR MONTHS (04) from the date of issue of Purchase Order.

7.5 Warranty

All the equipment supplied under this RFP must have 5 years' warranty.

7.5.1 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.

7.6 Onsite Support

Successful Bidder will provide 5-year standard onsite warranty support from date of final delivery and acceptance by respective schools or end user. In addition, the Bidder shall ensure the following: -

- a) Set up Service Centres one in the state which would be responsible for any kind or repair, configuration, installation, replacement of parts or whole, etc. to all smart class components that may be brought by the trainer.
- b) Deployment of Eight Hundred Seven (807) Nos of Trainers for each school who will be responsible for providing day to day training for any kind of academic/technical support.
- c) Any kind of handholding, orientation, training support, as needed by the intended Users. It is planned that all such sessions shall be conducted at the school level however the trainer should be able to willing and flexible to visit any government school if required.
- d) Bidder shall also arrange to repair/replace the defective device as per defined Response and resolution time of placing a call. The team may move around in tandem to cover all Government schools under their designated area, as required. At least 5% of critical hot spares should be maintained till the completion of the warranty contract period and operate their services.
- e) For manpower deployment in the project, bidder must comply to the minimum Wages Act of Odisha and every manpower should be covered with EPF and ESIC /Insurance. The minimum recommended salary should be: -
 - 1. Monthly Salary of IT Manager: ₹35000.00
 - 2. Monthly Salary of Helpdesk/IT Coordinators: ₹20000.00
 - 3. Monthly Salary of Trainer: ₹18000.00

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

Minimum Manpower Requirement		
Manpower	No of Persons	Qualifications
IT Manager	01	<p>Minimum Qualification: B.E./B-Tech/MBA(IT)/MCA/MSc Computers or Equivalent.</p> <p>Minimum Experience Required: - 5 Years of Extensive High-Level Professional Experience & Skills in the fields of IT /ITES with Project Management/Program or Project Management in Govt./PSU in India. Must have handled minimum one no of multi-location IT Infrastructure Project throughout the Project Life Cycle.</p>
Central Helpdesk Support/IT Coordinators schedule for	03	Graduate/Diploma in any discipline with proficiency in English, Hindi and Odia and shall have minimum 2 to 3 years and above experience in IT Support Service Centre or Equivalent.
Trainer	404	Any Graduate with minimum 1 to 2 years of experience as trainer in IT or academic institution having good communication.

Note: The successful bidder shall submit the Manpower details along with their EPF details to OCAC during UAT.

Apart from the 404 trainers deployed by the Bidder, OCAC will engage 807 apprentice trainer (1 No: Diploma/Degree in IT/Computer Science/Electronics etc.) in each Robotics Lab. The apprentice trainer will assist students during robotics classes by imparting knowledge, skills and best practices.

7.7 Payment Terms

Sl. No.	Project Milestone	Payment (%)	Documents Required
1	60% of the payment will be made after successful delivery of equipment at respective schools site.	60% of the contract value	1. Original Delivery Challan 2. Original Invoice 3. Acknowledgement of confirmation of delivery from the respective school. 4. Online verification report of monitoring tool deployed by OCAC. <i>Note: In case the site is not ready and any dependency from the department related to site clearance/readiness for delivery of material, then the bidder will get 40% of the amount towards delivery.</i>
2	20% of the payment will be made after successful installation, Integration, training & handover of the Lab.	20 % of the contract value	1. Installation Certificate 2. Training completion certificate from the respective school. 3. Warranty Certificate for five (5) years from the date of User Acceptance Test (UAT) from the OEM. 4. Acceptance Letter from Department/OCAC. 5. Verification of functioning of various items through monitoring tool/dash board deployed by OCAC.

3	Balance 20% of the Contract Value will be released on Quarterly Basis i.e., in 20 Quarters during the Operation & Maintenance Support Period.	20 % of the contract value	Supporting Documents - On submission of Manpower attendance sheet deployed at each school with seal and signature of the bidder after the end of respective quarter with the reports on the numbers of complaints received & resolved.
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Additional considerations:

1. All payments will be made in INR only.
2. No advance will be paid, or no letter of credit will be issued.
3. Any upward/downward revision of taxes (GST) shall be applicable at the time of invoicing. However, to arrive at the bid value of the respective bidder, bidder has to quote the charges inclusive of all taxes mentioning the prevailing tax rates.
4. The Successful Bidder will have full and exclusive liability for payment of all Duties, Taxes and other statutory payments payable under any or all of the Statutes/Laws/Acts etc. now or hereafter imposed.
5. The invoice may only be raised by the bidder if necessary, documentation supporting the acceptance of required good and related services is provided by the department in writing. These supporting evidences along with the invoice is mandatory to get the payment processed by the TIA. Payment shall be made within 30 days of the submission of invoices.
6. The payment will be subject to fulfilment of warranty obligations.

Service Levels and Penalty Terms:

Sl. No.	Description	Service Level	Applicable Penalty
1.	Supply and complete acceptance testing for 100% of the ordered quantity at all locations of device(s) within 120 days of issuance of Work Order by the Department	120 days	No Penalty
		120 to 150 days	0.5 % (the value of undelivered and / or not accepted quantity) per week or part thereof, for every subsequent week subject to a max of 4 weeks.
		> 150 days	The Contract shall be terminated and the PBG shall be forfeited.

Note - Public Holidays as declared by Government of Odisha will be excluded for the above downtime calculation.

7.8 Other General Clauses of payment to be noted

- No advance payment shall be made to the bidder under any circumstances
- Payment will be made within 30 days of submission of invoice along with all required supporting documents.
- 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.
- All tax will be calculated and paid as per prevailing rates.
- In case the bidder fails to execute the contract, OCAC shall be at a liberty to get it done through any other System Integrator (SI) with full cost recoverable from the bidder in addition to damages and penalty.
- All above reports and certificates are to be signed by the concerned Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of Odisha. representatives.

7.9 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.

7.10 Robotics Curriculum Details	
For Class 6 Robotics Curriculum	
1	Light Activated Robot
2	Shadow Follower Robot
3	Fire Activated Robot
4	Obstacle Avoidance Robot
5	Touch Activated Robot
6	Edge Avoidance Robot
7	Sound Activated Robot
8	Black Line Follower Robot
9	Hand Movement Following Robot
10	Wall Following Robot
For Class 7 Robotics Curriculum	
1	Sound Activated Robot
2	Anti-Theft Smart Robot With Alarm
3	Obstacle Avoidance Robot
4	Advanced Fire Detecting And Alarming Robot
5	Vibration Activated Robot
6	Touch Activated Robot
7	Light Following Robot
8	Edge Avoidance Robot
9	Rain Sensing And Activating Robot
10	Line Follower Robot
For Class 8 Robotics Curriculum	
1	Robot Controlled with Joystick
2	Motion following robot
3	Smart fire-fighting robot
4	Advanced wall follower robot
5	Maze solving robot
6	Magnet detector robot with alarm
7	Advance Soil Moisture Detection System
8	Clap triggered Robot
9	Path planning Robot
10	Dual-color line follower robot
For Class 9 Robotics Curriculum	
1	Temperature Monitoring Robot
2	Automatic Floor Cleaning Robot

3	Shock Detector Robot
4	Anti-theft smart robot with alarm
5	Gas leakage detector robot with alarm
6	Bluetooth controlled robot With Movement Monitor
7	Human detection robot
8	Soccer Robot
9	Pit detection & avoidance robot
10	Advanced obstacle avoidance robot
For Class 10 Robotics Curriculum	
1	Wi-Fi Controlled robot
2	Soil moisture monitoring robot
3	Advanced rain-sensing robot and cloud monitoring
4	Autonomous Pick and Place robot
5	Smart Remote location environment monitoring robot
6	Factory Gas Leakage Alert Robot
7	Earthquake detection & alarm robot
8	Human Detection & avoidance Robot
9	Smart environment monitoring robot
10	Automated guided robot

Note:

- ❖ The bidder is responsible for Delivery, Installation & Warranty Support of all the Components related to Robotic Labs as per the curriculum mentioned.
- ❖ The bidder is responsible to maintain the warranty support of all (Hardware & its associated Software/Firmware) for a period of five years.
- ❖ All the equipment supplied under this RFP must have 5 Years Warranty & Support.

7.11 Minimum Technical Specifications and BOQ

Sl. No.	A:- Robots-Component details	Quantity
1	<u>Humanoid Robot</u> <ul style="list-style-type: none"> • Wheeled Mobile Robot WMR • Minimum 5 Ft Height • High torque motors • Industry-grade wheels • Mild steel fixed hand • Mild steel Body • Powder coated with white and blue color • Wireless Controlled • Fixed Head • 12 Facial Expressions • On/Off Switch • 10000 mAh Lion Battery • Robot Lipo Battery Charger 	1
2	<u>Robotics Arm</u> <ul style="list-style-type: none"> • 5 DOF Robot Arm • 4+ Gripper • Maximum Reach from Base 310 mm • Maximum Payload 90 Grams • CNC cut PVC alloy Body • USB 18 Servo Controller • 5 Servo Motor • Control Software 	1
3	<u>Interactive Intelligent Robot</u> <ul style="list-style-type: none"> • WMR • Deep Learning • AI Models • Emotional intelligence • Touch screen • Wide angle HD Camera • Hi-tech Sensors • Distance and edges sensor • Voice recognition • Intent response model • Tele presence • Face Recognition • Battery • Charger 	1
4	<u>Hexapod Robot</u> <ul style="list-style-type: none"> • 6 Legged • 18 DOF, Each leg 3 DOF Joint • 18 Servo motor • stretchable Leg length • Servo Controller 	1

	<ul style="list-style-type: none"> • Metal Body • Lipo Battery • Intelligent balance charger • On/Off Switch • Battery voltage monitor 	
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Sl. No.	B:- Robotics Do It Yourself (DIY) Kits: Component details	Quantity
1	<p>The Robotics DIY (Do it Yourself) Kit should be programmable & should AI-compatible educational robotics kit to offer the opportunity to explore and innovate in the field of robotics, and its integration with cloud through the Internet of Things. The kit should be compatible with open source Mobile App Controlled (Android & IOS).</p> <p>The Kit should have microcontroller programming boards having Architecture to have server-client communication add On sensors for input of the system, on/off Switch, on-board 12volt, 5-volt and Ground supply, functional components can be connected via connectors LCD 16*2 display on board. All the sensors required to cover the curriculum should be part of this KIT.</p> <p>This kit should include a minimum 2-level durable plastic platform Minimum Shell Size 28*23*11 CM(L*W*H), white colour Body with Expandable Structure mechanism with minimum 8 nos of M3/M4 cylindrical Mounting fit with brash insert, 4 in front and 4 in back for add-on structure building allowing students to enhance their robotics projects. Equipped with two metal geared DC motors (60/100 RPM), 3/4-wheel configuration, should allow students to construct the projects of the class 10th robotics curriculum.</p> <p>The robot development board must be a single Board mounted on the robot body with 4no of brash insert Mounting fit, safe for the learners and all the components on board should connect through F/F jumper wire to design projects, 12-volt rechargeable battery pack with BMS, DC Power Jack (Female Socket) mounted in the body for external power input, Voltage Level Indicator.</p> <p>Add On Single Peripheral Board with components (DC Socket, capacitor's, 5 volts 12-volt Voltage regulators, resistor's, IC's, LED's, Transistor's, MIC, Buzzer, Push buttons, Diode's, Variable resistor's, LCD Display, motor driver), on-board 20 lines of each 12volt, 5-volt and Ground supply. The development board should have reverse voltage protection for the safety. The kit should have manual/Charts for step by-step building instructions accompanied by a detailed video curriculum in Odia Language for interactive learning, Robot coding software with Open source / perpetual licence.</p> <p>Sensors: Soil moisture Sensor, raindrop sensor, Vibration Sensor module, Gas Sensor Module, Ultrasonic Sensor</p>	10

	<p>For Class 10 Robotics Curriculum: 1. Wi-Fi Controlled robot, 2. Soil moisture monitoring robot, 3. Advanced rain-sensing robot and cloud monitoring, 4. Autonomous Pick and Place robot, 5. Smart Remote location environment monitoring robot, 6. Factory Gas Leakage Alert Robot, 7. Earthquake detection & alarm robot, 8. Human Detection & avoidance Robot, 9. Smart environment monitoring robot, 10. Automated guided robot.</p>	
2	<p>Robotics KIT for Class 9:</p> <p>The Robotics Kit Should be Programmable and powered by on board power supply. This Do-It-Yourself (DIY) kit should enable students to build, program, and experiment with robotics concepts using microcontrollers, sensors, and electronic components.</p> <p>The kit should foster hands-on learning, encourage problem-solving, and prepare students for advanced robotics and automation.</p> <p>Chassis & Structure: Wheeled Mobile Robot 2-level platform for stability and modularity, PP Plastic Body ensuring durability and light weight design, white colour Body with Expandable Structure mechanism with minimum 8 nos of M3/M4 cylindrical Mounting fit 4 in front and 4 in back for add-on structure building allowing students to enhance their robotics projects. Minimum Body Shell Size: 28 × 23 × 11 cm (L × W × H), Body Color: White, Motors & Mobility: 2 DC Motors (60/100 RPM), 3/4-Wheel Model with 2 motorized wheels. Power & Charging System: 12V DC rechargeable Battery pack, Battery Management System (BMS), DC Power Jack (Female Socket) mounted in the body for external power input, Voltage Level Indicator. Electronics & Control System: ATMEGA 328P for advanced control and programmability.</p> <p>The Peripheral Board should have multiple components for achieving all class 9 curriculum projects having connectors for sensors, 16/2 LCD Display, on-board 12-volt, 5-volt and Ground supply, Motor Driver-F jumper wires, HC05 Bluetooth module sensors for the Class 9 curriculum should be part of this Robot KIT, on-board 20 lines of each 12volt, 5-volt and Ground supply. The development board should have reverse voltage protection for the safety. The kit should have manual/Charts for step by-step building instructions accompanied by a detailed video curriculum in Odia Language for interactive learning, Robot coding software with Open source / perpetual license.</p> <p>Sensors: Temperature Sensing Module, Vibration Sensor Module, Ultrasonic Sensor Module, Gas Sensor Module, Bluetooth module,</p> <p>For Class 9 Robotics Curriculum: 1. Temperature Monitoring Robot, 2. Automatic Floor Cleaning Robot, 3. Shock Detector Robot, 4. Anti-theft smart robot with alarm, 5. Gas leakage detector robot with alarm, 6. Bluetooth controlled robot with Movement Monitor, 7. Human detection robot, 8. Soccer Robot, 9. Pit detection & avoidance robot, 10. Advanced obstacle avoidance robot.</p>	10

3	<p>Robotics KIT for Class 8:</p> <p>The Robotics Kit Should be Programmable to develop all the curriculum projects of class 8th The kit should have designed to be expandable, allowing integration with additional modules and sensors for advanced applications. Chassis & Structure: Minimum two level Robot platform, metal/plastic Body for durability, Minimum Body Shell Size: 28 × 23 × 11 cm (L × W × H), Body Color: White, 2 Geared DC Motors (60/100 RPM) , 3/4-Wheel Model, 12V DC Battery Pack fixed inside, Battery Management System (BMS) with DC Power Jack (Female Socket) mounted on the body for external power input, Voltage Level Indicator for real-time battery status monitoring, Microcontroller: ATMEGA 328P ,DC Socket, Capacitors, Voltage Regulators, Resistors, Integrated Circuits (ICs), LEDs, Transistors, DPDT Relay, Microphone (MIC), On/Off Switch ,Buzzer, Push Buttons, Diodes, Variable Resistors, Voltage Display, F-F jumper wires, LED Dot Matrix for graphical output and message display, Sensors as per the curriculum requirement of class 8th.The kit should have a manual/Charts for step by-step building instructions accompanied by a detailed video curriculum in English & Odia with Language 3D model of each component's for interactive learning, Robot simulation software with perpetual licence.</p> <p>Sensors: Joystic Module, PIR Module, Flame Sensor Module, Buzzer module, Mic Module, IR trans receiver Module 3no's</p> <p>For Class 8 Robotics Curriculum: 1.Robot Controlled with Joystick, 2.Motion following robot, 3.Smart fire-fighting robot, 4.Advanced wall follower robot, 5.Maze solving robot, 6.Magnet detector robot with alarm, 7.Advance Soil Moisture Detection System, 8.Clap triggered Robot, 9.Path planning Robot, 10.Dual-color line follower robot</p>	10
4	<p>Robotics KIT for Class 7:</p> <p>The Robotics Kit Should be Programmable to develop all the curriculum projects of class 7th. The kit should have the capability to expand the structure, allowing integration with additional modules and sensors for advanced applications should be provided in modular form on printed circuit board with moulded mounting base. Chassis & Structure: Minimum two level Robot platform, metal/plastic Body for durability, Minimum Body Shell Size: 28 × 23 × 11 cm (L × W × H), Body Color: White, 2 Geared DC Motors (60/100 RPM) , 3/4-Wheel Model, 12V DC Battery Pack fixed inside, Battery Management System (BMS) with DC Power Jack (Female Socket) mounted on the body for external power input, Voltage Level Indicator for real-time battery status monitoring, Microcontroller: ATMEGA 328P ,DC Socket, Capacitors, Voltage Regulators, Resistors, Integrated Circuits (ICs), LEDs, Transistors, DPDT Relay, Microphone (MIC), On/Off Switch ,Buzzer, Push Buttons, Diodes, Variable Resistors, Voltage Display, F-F jumper wires, 4 digit 7 segment for numeric output and message display, Sensors as per the curriculum requirement of class 8th.The kit should have a manual/Charts for step-by-step building instructions accompanied by a detailed video curriculum in English & Odia</p>	10

	<p>Language with 3D model of each component's for interactive learning, Robot simulation software with perpetual licence.</p> <p>Sensors: Mic Module, Buzzer module, IR trans receiver Module 2no's, Flame Sensor Module, Vibration Sensor Module, Touch sensor Module, LDR Module, Raindrop Module</p> <p>For Class 7 Robotics Curriculum: 1.Sound Activated Robot, 2.Anti-Theft Smart Robot With Alarm, 3.Obstacle Avoidance Robot, 4.Advanced Fire Detecting And Alarming Robot, 5.Vibration Activated Robot, 6.Touch Activated Robot, 7.Light Following Robot, 8.Edge Avoidance Robot, 9.Rain Sensing And Activating Robot, 10.Line Follower Robot.</p>	
5	<p>Robotics KIT for Class 6:</p> <p>The Robot DIY Kit is an educational robotics kit designed to introduce 6th standard students to the fundamentals of robotics, electronics, and programming through hands-on learning. This kit includes a WMR 2-level platform with a durable metal/plastic body and an expandable structure for add-on modules, should be provided in modular form on printed circuit board with moulded mounting base, allowing students to enhance their robotics projects. Equipped with two geared DC motors (60/100 RPM), a 3/4-wheel configuration and multiple sensors as per the class 6 curriculum requirement. It should have an on-board control board with essential electronic components, AND/OR/NOT GATE, Combination Logic Control Unit, Resistors, F-F jumper wires, capacitors, Relay, transistors, led's, for achieving class 6th curriculum requirement.it should have a battery management system (BMS) for safe charging, and a 12V DC battery pack fixed inside. Additionally, should have voltage level indicator, power jack socket, and on/off switch are mounted on the body. The kit should have a manual/Charts for step-by-step building instructions accompanied by a detailed video curriculum in English & Odia Language with 3D model of each component for interactive learning, Robot simulation software with perpetual licence.</p> <p>Sensors: LDR Module, Thermistor Module, IR trans receiver Module 2no's, touch sensor Module, Mic Module</p> <p>For Class 6 Robotics Curriculum: 1.Light Activated Robot, 2.Shadow Follower Robot, 3.Fire Activated Robot, 4.Obstacle Avoidance Robot, 5.Touch Activated Robot, 6.Edge Avoidance Robot, 7.Sound Activated Robot, 8.Black Line Follower Robot, 9.Hand Movement Following Robot, 10.Wall Following Robot.</p>	10

Sl. No.	C:- Innovative Project Component Details	Quantity
1	<p>Innovative Project Component should have DC motor (Assorted) of capacity: 12V with metal gear</p> <p>10 RPM -10 No's 30 RPM- 10 No's 60 RPM- 10 No's</p>	50

	100 RPM – 10 No's 150 Rpm -10 No's	
2	Servo motor of capacity: mini servo 180 Degree. Rotation , Plastic gear type 2.5 kg/cm Torque	20
3	Switch box (Assorted- total 20 no's of SPDT ,DPDT ,SPST, Rocker, Slide ,Push)	2
4	Ultrasonic sensor for distance detection 2 to 400 CM , digital output, 5 volt DC	10
5	IR proximity sensor for distance detection 2 to 25 cm, colour detection, detection angle 35 deg, LM 393 IC,	10
6	PIR sensor for motion sensing , detection 3 to 7 Mtr.	10
7	4 Relay module for motor driving , DPDT relay , 4 channel , operating voltage vol-3.3 to 5 volt	10
8	Single Relay module for 1 channel relay board, 5 Volt DC.	10
9	RF module for 433 Mhz radio frequency ,RX IF frq 1 Mhz , Tx Frq 433.92 Mhz	10
10	Motor driver L293D, 4 h bridge up to 4 by directional DC Motor drive.	10
11	Motor driver L298 for 12 v DC dual motor driving	10
12	LCD module for Arduino 16X2 with back light.	10
13	Matrix display RGB for display cascaded 4 dot matrix LED , 4 In one display with 5p line module	5
14	DTMF module for MT 8870 based frq. Decoded defects 029, LED notified, 5 V DC.	10
15	APR module for voice recording for 10 Min, 8 channel , current 500 MA	10
16	Buzzer module for operating at 5 V DC , Pitch at 2.54 MM, tone generation range -1-5 to 2.5 khz.	10
17	Assorted multiple sensor box , collection of 36 different types of sensor	1
18	Storage Rack/Self for Component box (size 30 X 20 X 25 CM) / 6/3 feet	2
19	Plastic Box of size 30 X 20 X 25 CM	60
20	General purpose wheel of 7X2 cm , 6 MM	20
21	General purpose wheel of 10X 2 Cm, 6 MM	20

Sl. No.	D:- Consumables Per Lab per Year Components Details	Quantity
1	Glue gun stick packet	5
2	Metal chassis	10
3	F – F Connector cable	400
4	M – M connector cable	400
5	F- M connector cable	400
6	Soldering lead	20 Pkt
7	Soldering flux	20Pkt
8	Single stand wire (20 meter)	10
9	Bread Board of 840 points	20
10	Mini breadboard 400 points	20
11	Capacitor box for educational purpose	10
12	DPDT relay 8 pin 5 v	20

13	DPDT Switch	60
14	DPDT Box – 3 Switch	20
15	7805 IC	20
16	Transistor BC 547	20
17	LED	20
18	LDR 5mm- 20 no's , 8 mm-20 no's	40
19	Op amp(Assorted IC) for educational project use	30
20	10 Coded wire bundle of 50 meter	4
21	Double sided tape	30
22	Black insulating tape	40
23	Red insulating tape	40
24	Paper Cutter	20
25	Sun board 3mm thick in 32 Sq. Ft sheet	2
26	Sun board 5mm thick in 32 Sq. Ft	2
27	Flex Glue 20 ML	25 Bottles
28	Miscellaneous components (washer, spacer, nut bolt, L clamp, screw, wheels)	1 pkt
29	3D printing filament	5 kg

Sl. No.	E:- Prototyping Tools Per Lab Component Details	Quantity
1	Display Screen Size 4.3 Inch or Better Nozzle Diameter : Multiple nozzle options 3D Printer for Educational Prototyping Built volume 220*220*220 Touch Screen,Auto levelling, Core XY Structure Power Supply: AC 100-120/200-240V, 50/60Hz,350W Platform Temperature: 100°C Integrated Printing Management Extruder vibration suppression algorithm All metal frame covered in acrylics on the sides Max travel speed: 600mm/s Connectivity : WiFi, Ethernet, USB	1
2	Screw Driver set	10
3	Drilling machine and tool kits	1
4	Hammer	5
5	Hacksaw	5
6	File set	2
7	Soldering Iron	10
8	Soldering iron stand	10
9	Pliers	5
10	Long nose pliers	5
11	Long needle nose mini pliers	5
12	Digital Multi meter	10
13	De Soldering gun	10

14	Glue gun	10
15	Allen key set (10 pieces)	2
16	Variable DC power supply unit 5-25 volt output	10
17	Laptop	2
18	1/2.8 Inch or Better 5MP CMOS Sensor, 3.6mm lens, upto 30 meter IR Image Sensor Fixed Indoor AI Vandal Dome Camera, SD Card support upto 1TB, IP67 & IK10 Compliant.	1

F: Specification of Laptop

PROCESSOR	Minimum x86 Processor with minimum 6 cores and 10 MB or more cache support 4.30 GHz or better turbo frequency.
RAM	Minimum 8GB DDR4 , 3200 MHz or higher with upgradability up to 32 GB RAM with two physical DIMM slots
DISPLAY	Minimum 14" FHD IPS display
HINGES	Metal "reinforced hinges.
GRAPHICS	Integrated HD Graphics
AUDIO	Two built-in stereo speakers with high-definition audio support. Built-in microphone.
BLUETOOTH	V5.0 or Higher
WEBCAM	HD/FHD
ETHERNET CONTROLLERS	Gigabit Ethernet 10/100/1000
WIRELESS DEVICE	Wireless 802.11 ax or higher
KEYBOARD & TOUCH PAD DEVICE	Keyboard with touch pad with Multi gesture support
SECURITY	BIOS Password and Integrated TPM 2.0 security in the motherboard
HARD DISK	512 GB M.2 NVMe SSD drive
INTERFACES	RJ-45, Minimum 1 x USB 3.0 USB Port, 1x USB 2.0 USB Port and 1x USB Port, Audio Combo Port, HDMI Port
Battery	48 Whrs Long-life Battery or Higher
ACCESSORIES	3 Pin Indian Adapter
CARRY CASE	Carry Bag or Backpack
WEIGHT	Not exceeding 1.80 KGS including battery
OPERATING SYSTEM (OS)	Windows 11 Home 64 bit STF (Education) & Office 2021 or Latest (Education)
Certifications for the quoted model	ROHS, EPEAT INDIA Windows, and Energy Star 8.0/BEE
Warranty	Minimum 5years comprehensive on-side OEM warranty including battery

Sl. No.	F: Furniture for Per Lab	Quantity
1	Table (MS frame 8/4 ft size with standard ht. top blue sun mica on 20 mm ply)	4
2	Stainless steel round stool for each student with SS frame, blue color foam sheet)	40

3	Table for 3D printer and computer	1
4	Chair	1
5	Room layout doodle painting	1

Note: -

- Installation, Commissioning and Warranty support of all the IT equipment for a period of three (03) years from the date of UAT.
- Equipment Configurations are to be followed as per latest Industry Standards.
- Sample of one Robotics kit related to one LAB as mentioned in BOQ of the RFP, needs to be submitted by the bidder to OCAC within 3 days of submission of the bid.

Formats for Submission of Proposal

7.12 Bidder's Organisation (General Details)

(To be submitted on the Letterhead of the Bidder)

Sl. No.	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 2021-22 FY 2022-23 FY 2023-24 FY 2024-25	
16.	Net Worth	

Authorized Signatory with Date and Seal:

7.13 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 System Integrator (SI) for Procurement, Supply & Installation of Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of Odisha – *Self Declaration for not Blacklisted*

Sir

In response to the RFP Enq. No.: **OCAC-SEGP-INFRA-0025-2023/25071**, for RFP titled "Selection of System Integrator (SI) for Procurement, Supply & Installation of Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of 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:

7.14 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 System Integrator (SI) for Procurement, Supply & Installation of Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of Odisha – Bidder's Authorization Certificate

Sir,

With reference to the RFP Enq. No.: **OCAC-SEGP-INFRA- OCAC-SEGP-INFRA-0025-2023/25071**, 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. She/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:

7.15 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 System Integrator (SI) for Procurement, Supply & Installation of Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of 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 Enq. No.: **OCAC-SEGP-INFRA- OCAC-SEGP-INFRA-0025-2023/25071**, regarding "Selection of System Integrator (SI) for Procurement, Supply & Installation of Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of Odisha".

I declare that all the provisions/clauses including scope of work of this RFP 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:

7.16 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 System Integrator (SI) for Procurement, Supply & Installation of Digital Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of Odisha– Technical Bid Submission

Sir,

We, the undersigned, offer to provide solution to OCAC, for Selection of Selection of System Integrator (SI) for Procurement, Supply & Installation of Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of Odisha, in response to the RFP Enq. No.: **OCAC-SEGP-INFRA- OCAC-SEGP-INFRA-0025-2023/25071**.

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:

7.16.1 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	

7.17 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 System Integrator (SI) for Procurement, Supply & Installation of Digital Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of Odisha – Undertaking on Pricing of Items of Technical Response

Sir,

I/We do hereby undertake that Commercial Proposal submitted by us, against RFP Enq. No.: **OCAC-SEGP-INFRA- OCAC-SEGP-INFRA-0025-2023/25071**, 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:

7.18 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 System Integrator (SI) for Procurement, Supply & Installation of Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of Odisha - OEM Authorization Form (RFP Enq. No.: OCAC-SEGP-INFRA- OCAC-SEGP-INFRA-0025-2023/25071)

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.

7.19 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 System Integrator (SI) for Procurement, Supply & Installation of Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of Odisha - RFP Enq. No.: OCAC-SEGP-INFRA- OCAC-SEGP-INFRA-0025-2023/25071

Whereas <<Name of the bidder>> (hereinafter called 'the Bidder') has submitted the bid for Submission of RFP Enq. No.: **OCAC-SEGP-INFRA- OCAC-SEGP-INFRA-0025-2023/25071**, for Selection of System Integrator (SI) for Procurement, Supply & Installation of Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of Odisha. Government of 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 System Integrator (SI)>> (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:

7.20 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 System Integrator (SI) for Procurement, Supply & Installation of Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of Odisha. Government of Odisha – *Financial Bid Submission*

Sir,

We, the undersigned, offer to provide the service for Selection of Selection of System Integrator (SI) for Procurement, Supply & Installation of Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of Odisha, as per RFP Enq. No.: **OCAC-SEGP-INFRA- OCAC-SEGP-INFRA-0025-2023/25071**, 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.

We, the undersigned, offer to provide the service for Selection of Selection of System Integrator (SI) for Procurement, Supply & Installation of Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of Odisha, as per RFP Enq. No.: OCAC-SEGP-INFRA-XXX-XXX-XXX, 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.

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.

5. 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:

7.20.1 Commercial Bid

Supply & Installation of Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of Odisha.

Robotics Capex Item (For Three Years)						
Sl. No.	Item Description	Quantity (A)	Unit Cost (in Rs.) (B)	Taxes (in Rs.) (C)	Total Cost (in Rs.) (D= B+C)	Total Amount (in Rs.) (E =AxD)
A: Robots-Component Details						
1	Hybrid Humanoid Robot	1				
2	Robotic Arm	1				
3	Interactive Intelligent Robot	1				
4	Hexapod Robot	1				
B. Robotics Do It Yourself (DIY) Kits: Component Details						
5	Robotic Kits & Equipment for Standard 6	10				
6	Robotic Kits & Equipment for Standard 7	10				
7	Robotic Kits & Equipment for Standard 8	10				
8	Robotic Kits & Equipment for Standard 9	10				
9	Robotic Kits & Equipment for Standard 10	10				
10	C: Innovative Project Component	1				
11	E: Prototyping Tools per Lab (Component details)	1				
12	F: IT/ITES 2 Nos of Laptop and Furniture for per Lab	1				
13	One Time Delivery & Installation Cost at School	1				
Total Cost Including GST @ One Robotic LAB						
Total Cost Including GST for 807 Robotic LABs [X]						

Consumables Item Cost @ Per Robotic Lab (One Year)						
Sl. No.	Item Description	Quantity (A)	Unit Cost (in Rs.) (B)	Taxes (in Rs.) (C)	Total Cost (in Rs.) (D=B+C)	Total Amount (in Rs.) (E = AxD)
1	D: Consumables per Lab-Components (Recurring for every year)	01				
Consumables Item Cost Including GST @ One Robotic LAB for 1 Year						
Consumables Item Cost Including GST for 807 Nos of Robotic LABs for 1 Year						
Consumables Item Cost Including GST for 807 Nos of Robotic LABs for 1 Year [Y]						

Manpower Cost for 404 Nos of Robotic Labs for Three Years						
SL. No.	Item Description	Quantity (A)	Unit Cost (in Rs.) (B)	Taxes (in Rs.) (C)	Total Cost (in Rs.) (D= B+C)	Total Amount (in Rs.) (E = AxD)
i	IT Manager	1				
ii	Central Helpdesk Support	3				
iii	Trainer at School	404				
Manpower Cost for 404 Nos of Robotic LAB for One Year Including GST						
Manpower Cost for 404 Nos of Robotic LAB for THREE Years Including GST [Z]						
Grand Total Cost i.e. [X] + [Y] + [Z] including GST for 404 Nos of Robotic LABs						

Note: -

- All the above price would be in INR only.
- The tax rates will be mentioned as per the standards.
- The above price would include Compressive OEM Warranty Support for a period of 5 years from the date of FAT.
- The bidder has to compulsorily quote for all items mentioned in the Commercial-bid. In case bidder fails to quote for any of the item, the bid would be summarily rejected.
- No Component of Financial bid should have "ZERO" value.
- Above is indicative, however the quantity may increase or decrease at the time of placing the purchase order as per actual.
- Purchase order will be issued including the 1st Year Cost. Purchase order for subsequent years Manpower Cost to be issued later as per approval of OSEPA.

ADDITIONAL MAINTENANCE COST FOR FOURTH & FIFTH YEAR						
SL. No.	Item Description	Quantity (A)	Unit Cost (in Rs.) (B)	Taxes (in Rs.) (C)	Total Cost (in Rs.) (D= B+C)	Total Amount (in Rs.) (E = Ax D)
i	Comprehensive AMC Cost Including GST for 807 Robotic LABs	4 th year				
ii	Comprehensive AMC Cost Including GST for 807 Robotic LABs	5 th year				
iii	Manpower Cost for 404 Nos of Robotic LAB for 4 th Year Including GST	4 th year				
iv	Manpower Cost for 404 Nos of Robotic LAB for 5 th Year Including GST	5 th year				
Total Comprehensive AMC Cost & Manpower Cost for 4th Year & 5th Year						

Note: -

- All the above price would be in INR only.
- The tax rates will be mentioned as per the standards.

8 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 System Integrator (SI) for Procurement, Supply & Installation of Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of Odisha - RFP Enq. No.: OCAC-SEGP-INFRA- OCAC-SEGP-INFRA-0025-2023/25071.

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 System Integrator (SI) for Procurement, Supply & Installation of Robotic Labs in Secondary Schools of OSEPA, School & Mass Education (S&ME) Department Govt. of 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: