

**Bihar Education Project Council**  
**Shiksha Bhawan, 2<sup>nd</sup> Floor**  
**Rastrabhasha Parishad Parishar, Saidpur,**  
**Rajendra Nagar, Patna 800004**



**बिहार शिक्षा परियोजना परिषद्**  
**शिक्षा भवन, द्वितीय तल,**  
**राष्ट्रभाषा परिषद् परिसर, सैदपुर,**  
**राजेन्द्र नगर, पटना 800004**

पत्रांक: EFE/225/2013-14/

6575

दिनांक- 24.9.14

सेवा में,

निदेशक,  
सूचना एवं जनसम्पर्क विभाग  
बिहार, पटना।

विषय- लब्ध प्रतिष्ठित एजेंसियों/संस्थाओं से EOI आमंत्रण से संबंधित विज्ञापन प्रकाशित कराने के संबध में।

महाशय,

उपर्युक्त विषयक सरकारी विद्यालयों में कार्यरत अंग्रेजी शिक्षकों के क्षमतावर्द्धन के लिए लब्ध प्रतिष्ठित एजेंसियों/संस्थाओं से प्रस्ताव का आमंत्रण निविदा से संबंधित विज्ञापन सामग्री की हार्ड प्राति एवं सॉफ्ट प्रति प्रेषित करने हुए आग्रह है कि इस विज्ञापन सामग्री को Times of India के राष्ट्रीय संस्करण एवं हिन्दुस्तान (दैनिक हिन्दी) के राज्य संस्करण में दिनांक 25.09.2014 को प्रकाशित कराने का कष्ट करें।

विश्वासभाजन

(राहुल सिंह)

राज्य परियोजना निदेशक

Request For Expression of Interest for 2014  
English language teacher training programme  
for Bihar middle school teachers



## **Bihar Education Project Council**

### **INVITATION FOR EXPRESSION OF INTEREST (EOI) FOR ENGLISH LANGUAGE TEACHER TRAINING PROGRAMME FOR BIHAR MIDDLE SCHOOL TEACHERS**

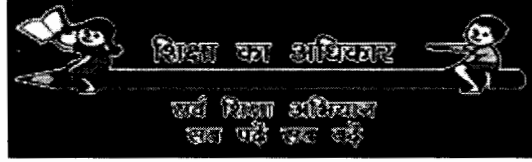
Bihar Education Project Council (BEPC) of Government of Bihar invites Expression of interest from interested Education and Training service providers for the Bihar Middle School English Language Training Pilot Programme for financial year 2014-15.

Interested service providers who meet the criteria may furnish their Expression of Interest with all the necessary documents in a sealed cover along with a covering letter duly signed by an authorised signatory on or before 10 October, 2014 by speed post or by registered post by 17:00 hrs. to the following address. Further details can be seen on BEPC website [www.bepcssa.org](http://www.bepcssa.org).

*23.9.14*  
**State Project Director,  
Bihar Education Project Council,  
Bihar Rashtra Bhasha Parishad Parisar,  
Saidpur, Rajendra Nagar,**

Request For Expression of Interest for 2014  
English language teacher training programme  
for Bihar middle school teachers

---



**INVITATION FOR EXPRESSION OF INTEREST (EOI)**

**FOR ENGLISH LANGUAGE TEACHER TRAINING PROGRAMME FOR BIHAR MIDDLE  
SCHOOL TEACHERS**

**Bihar Education Project Council (BEPC)**

**Contact:**

**State Project Director**

**Bihar Education Project Council**

**Rashtra Bhasha Parishad Parisar,**

**Shiksha Bhawan,**

**Saidpur, Rajendra Nagar,**

**Patna (Bihar), PIN – 800004**

## TABLE OF CONTENTS

| S.No. | Particulars                 | Page No. |
|-------|-----------------------------|----------|
| 1     | Disclaimer                  | 4        |
| 2     | Introduction                | 5        |
| 3     | Project Details             | 6-7      |
| 4     | Scope of the Project        | 8-10     |
| 5     | Bidding Procedure           | 11-19    |
| 6     | Schedule of Bidding Process | 20       |
| 7     | Annexures                   | 21-22    |

Am

cut

## 1. Bihar Education Project Council

### DISCLAIMER

The information contained in this Expression Of Interest ("EOI") Document or subsequently provided to Bidder, whether verbally or in documentary form by or on behalf of the Bihar Education Project Council, or any of their employees is provided to the Bidder on the terms and conditions set out in this EOI Document and any other terms and conditions subject to which such information is provided.

This EOI Document is not an agreement and is not an offer or invitation by the BEPC to any party other than the Bidders who are qualified to submit the Proposal (Bidders). The purpose of this EOI Document is to provide the Bidder with information to assist the formulation of their proposals. This EOI Document does not purport to contain all the information each Bidder may require. This EOI Document may not be appropriate for all persons, and it is not possible for the BEPC, their employees or advisors, to consider the investment objectives, financial situation and particular needs of each party who reads or uses this EOI Document. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this EOI Document and where necessary obtain independent advice from appropriate sources. The BEPC, their employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the EOI Document.

The State Project Director (BEPC) may in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this EOI Document.

*Am*

*with*

## 2. Introduction

Bihar Education Project Council (BEPC) invites Expression of Interest from interested Education and Training service providers for the Bihar Middle School English Language Teacher Training Pilot Programme for an expected period of 5 months starting November 2014 to March 2015.

Interested service providers who meet the criteria may furnish their Expression of Interest with all the necessary documents in a sealed cover along with a covering letter duly signed by an authorised signatory on or before **10 October 2014 by 17:00 hrs** to the following address by speed post or by registered post only.

State Project Director  
Bihar Education Project Council  
Rashtra Bhasha Parishad Parisar,  
Shiksha Bhawan,  
Saidpur, Rajendra Nagar,  
Patna (Bihar), PIN – 800004

*Am*

*cut*

### 3. Project Details

#### ***3.1 Project rationale***

The purpose of the pilot project is to present a reliable sample of the model, methodology and quality of the training, and to record a valid assessment of existing skills, knowledge and experience of the teachers, as well as their English proficiency level. The initial impact of the training on teachers' classroom practice and professional development should be closely traced through a rigorous monitoring and evaluation (M&E) process during the pilot phase.

#### ***3.2 Envisaged goals/aims for pilot project***

**Master Trainer selection, training and teacher training:** Selection of Master Trainers using a verified test to judge the suitability of the candidates to perform the role of Master Trainers. The selected Master Trainers will then cascade the similar training to the middle school English language teachers.

The aim of the project will be to develop a cadre of Master Trainers who would become important resource persons across the state to lead and support various English teacher education and development initiatives.

Important components in the development of this cadre would be to:

1. Carry out accurate and appropriate selection of individuals (teachers) based on agreed criteria.
2. Provide inputs across a range of aspects of teaching and teacher training through face- to-face training and school-based support.
3. Understand and undertake various Continuous Professional Development (CPD) activities through state or self-initiative.
4. Enable delivery of learning and development programmes to teachers.
5. Facilitate classroom-based research around student learning and teacher performance.

Am

csif

### 3.3 Preferred Model

The Bihar Education Project Council (BEPC), intends to follow a **teacher training cascade model** where in within the stipulated five months period the vendor will train selected Master Trainers and subsequently these MTs will reach out to middle school English teachers.

### 3.4 Intellectual property

The Bihar Education Project Council (BEPC), is the owners of all materials produced during the course of the pilot project. It shall have the right to distribute training materials in all districts of Bihar in perpetuity, and all rights of every kind and nature in all the materials produced for this project.

Disseminate the materials through any media in any format now known or hereinafter devised.

### 3.5 Editing and quality control

Bihar Education Project Council (BEPC), shall retain overall editorial control of the content produced to ensure a high quality product which is consistent with the standards of the Bihar Education Project Council (BEPC).

### 3.6 Indicative Locations

Six districts of Bihar has been selected by the Bihar Education Project Council (BEPC).

| Sl    | Name of District | Number of Blocks | Approx. Number of MTs | Approx. No of English Teacher to be trained |
|-------|------------------|------------------|-----------------------|---|
| 1     | West Champran    | 18               | 18                    | 911   |
| 2     | Vaishali         | 16               | 16                    | 964   |
| 3     | Gaya             | 24               | 24                    | 1423  |
| 4     | Kisanganj        | 07               | 07                    | 592   |
| 5     | Nalanda          | 20               | 20                    | 829   |
| 6     | Bhagalpur        | 16               | 16                    | 893   |
| Total | 6                | 101              | 101                   | 5612  |



## 4. Scope of the Project

### A. Scope of work

The vendor should provide the below-mentioned pilot project activities and outputs in 2014-15. Agreed objectives and outcomes will be achieved through a range of activities including face-to-face training, cascades and the provision of teacher support materials/resources

Carry out Needs Analysis and report the finding to the BEPC in the selected districts of Bihar as a precursor to the Proposal presentation. A summary of the same should be presented as part of the proposal.

### B. *MT selection process*

a. Stage 1: Expressions of interest and initial applications (managed by BEPC): The BEPC will nominate teachers from the six districts to appear for the selection test.

b. Stage 2: Language assessments through written and spoken tests (to be conducted by the vendor with BEPC support)

c. Stage 3: Results processed by the vendor and communicated to BEPC

C. Conduct a Baseline Study taking into account the final list of shortlisted teachers who are to be trained as Master Trainers

D. Face-to-face training for Master Trainers and teachers accompanied by suitable resources for Master Trainers and teachers

E. Conduct orientation programmes for the District Programme Officers (DPOs), District Inspectors (DIs) and Elementary Formal Education Coordinators (EFECs) to raise awareness of the English Teacher Development Initiative objectives and outcomes with so that they may support its implementation

F. Monitoring and reporting: The vendor should do continuous monitoring and evaluation wherein the MTs and teachers will be monitored at various stages of the project and submit progress report as agreed with BEPC.

- G. The vendor should establish a simple and effective Continuous Professional Development (CPD) framework for all middle school English teachers of the state. The same should be executed within the duration of the pilot.
- H. Preparation of Programme Management plan and implementation schedules, for points A to E.
- G. Conduct the End line Study and Presentation of Final Report.

### **Documentation required**

1. The BEPC invites a project proposal document which outlines how the vendor intends to meet the scale of the project. We anticipate that the project proposal document will specify the vendor's preferred business model within the parameters of preferred model mentioned above.
2. All documents must be in English, except if local agents/partners are used and documents are in a foreign language. All other written communications, invoices and reports must be in English.

### **Contract Management**

1. The contractor shall provide an Account Manager who will oversee and be responsible for the performance of all contract services carried out between the locations specified. The Account Manager will form the single point of contact between the contractor and Bihar Education Project Council (BEPC) Manager upon request.

2. The Account Manager will:

Maintain the agreed level of service in all areas of performance.

The contractor by agreement with the Bihar Education Project Council (BEPC) will schedule a formal programme of meetings so that the contract performance can be assessed. This will include, short, medium and long term plans, defects in service and corrective measures.

An essential part of this meeting will be for the contractor to provide the Bihar Education Project Council (BEPC) Contract Manager with a summary of the activity for the preceding period. This will include:

- ❖ Review of performance
- ❖ Review of activity

- ❖ Resolution of problems
  - ❖ Suggestions for improvements in service
- Scheduled meetings to be attended by:
- ❖ Account Manager
  - ❖ Contract Manager

### Payment and Invoicing

1. The Bihar Education Project Council (BEPC) will pay correctly addressed and undisputed invoices within 30 days.
2. The Bihar Education Project Council (BEPC) will have a requirement for invoices to be produced in an electronic format. These files should be ASCII, CSV or XML format and conform to Bihar Education Project Council (BEPC) standard. These files can be sent via SMTP, HTTP, HTTPS or FTP. The Council will also have a requirement to send purchase orders in XML format.
3. The essential information on an invoice for the BEPC are the following:
  - ❖ A description of the services supplied.
  - ❖ The Bihar Education Project Council (BEPC) reference number/purchase order number.
  - ❖ Addressed to accounts payable
  - ❖ The costs including VAT (if applicable) and any other charges
4. Please provide your quotations with the break up:
  - ❖ Selection of MTs
  - ❖ Baseline & Endline Survey
  - ❖ MT Training
  - ❖ Support & Monitoring in Cascade
  - ❖ Development of Materials
  - ❖ Management Fee
  - ❖ others

Please also ensure that a copy of the pricing schedule is provided in an Excel spreadsheet file.

5. All prices must be given in Indian Rupees.

Am

copy

## 5. Bidding Procedure

### A. General

#### 1.1 Scope of Proposal

1.1.1 The Bihar Education Project Council (BEPC) (herein after referred to as "BEPC") invites detailed proposals (Technical Proposal and Financial Proposals) from Bidders for English language teacher training programme for Bihar middle school teachers, (hereinafter referred as "the Project").

1.1.2 The Proposals would be evaluated on the basis of the evaluation criteria set out in this EOI Document ("Evaluation Methodology") in order to identify the successful Bidder for the Project ("Successful Bidder"). The Successful Bidder would then have to enter into a Service Agreement with BEPC and perform the obligations as stipulated therein, in respect of the Project.

#### 1.2 Eligible Bidders

1.2.1 Bidders who qualify as per the technical and financial qualification norms shall be eligible to bid for this Project.

1.2.2 Bidders shall acknowledge receipt of this EOI Document and notify their intention to bid for the Project.

1.2.3 Bidders shall provide such evidence of their continued eligibility to the satisfaction of BEPC, as the BEPC may reasonably request.

#### 1.3 Number of Proposals

1.3.1 Each Bidder shall submit only one (1) Proposal for the Project in response to this BOI Document. Any entity, which submits or participates in more than one Proposal for the same Project will be disqualified and will also cause the disqualification of Consortium in which it is a member.

#### 1.4 Proposal Preparation Cost

1.4.1 The Bidder shall be responsible for all the costs associated with the preparation of its Proposal and its participation in the bidding process. BEPC

Am

Urf

will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of bidding.

**1.5 Clarifications**

1.5.1 Bidders requiring any clarification on the EOI Document may notify BEPC in writing or by facsimile within such date as specified in the Schedule of Bidding Process. Based on its sole discretion, BEPC may forward to all Bidders, copies of BEPC response, including a description of the enquiry but without identifying its source.

**1.6 Amendment of EOI Document**

1.6.1 At any time prior to the proposal due date, BEPC may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the EOI Document by the issuance of Addenda.

1.6.2 Any Addendum thus issued will be sent in writing to all the Bidders who have received and acknowledged the EOI Document and will be binding upon them. Bidders shall promptly acknowledge receipt thereof to BEPC.

1.6.3 In order to afford Bidders reasonable time in which to take an Addendum into account, or for any other reason, BEPC may, at its own discretion, extend the Proposal Due Date.

**B. Preparation and Submission of Proposal**

**1.7 Language and Currency**

1.7.1 The Proposal and all related correspondence and documents shall be written in the English language. Supporting documents and printed literature furnished by the Bidder with the Proposal may be in any other language provided that they are accompanied by an appropriate translation into English. Supporting materials that are not translated into English may not be considered. For the purpose of interpretation and evaluation of the Proposal, the English language translation shall prevail.

1.7.2 The currency for the purpose of the Proposal shall be the Indian Rupee (INR).

*Am*

*unit*

**1.8 Project Inspection / Site Visit**

1.8.1 The Bidder may carry out Project Inspection / Site Visit at any time at their own cost.

**1.9 Bidder's Responsibility**

1.9.1 The Bidder is expected to examine carefully the contents of all the documents provided. Failure to comply with the requirements of EOI Document will be at the Bidder's own risk.

1.9.2 It would be deemed that prior to the submission of Proposal, the Bidder has:

- (a) made a complete and careful examination of requirements, and other information set forth in this EOI Document;
- (b) received all such relevant information as it has requested from BEPC; and
- (c) made a complete and careful examination of the various aspects of the Project including but not limited to:
  - (i) the Project site
  - (ii) existing facilities and structures
  - (iii) space availability
  - (iv) the conditions of the access roads and utilities in the vicinity of the Project Site
  - (v) conditions affecting transportation, access, disposal, handling and storage of the materials
  - (vi) clearances obtained by BEPC for the Project; and
  - (vii) all other matters that might affect the Bidder's performance

1.9.3 BEPC shall not be liable for any mistake or error or neglect by the Bidder in respect of the above.

*Am*

*cert*

**1.10 Format and Signing of Proposal**

1.10.1 Bidders would provide all the information as per this EOI Document and in the specified formats. BEPC reserves the right to reject any Proposal that is not in the specified formats.

1.10.2 The Proposal should be submitted in two parts:

**Part 1: Technical Proposal** would include Technical Capability with general information and some important technical information related to the Scope of Work.

**Part 2: Financial Proposal** would include activity wise amount in Rs (INR)

1.10.2 The Proposal and the copy shall be typed or printed in indelible ink and the Bidder shall initial each page. All the alterations, omissions, additions, or any other amendments made to the Proposal shall be initialled by the person/s signing the Proposal.

**1.11 Sealing and Marking of Proposals**

1.11.1 The Bidder shall seal the Technical Proposal and Financial proposal in separate envelopes, duly marking the envelopes as "TECHNICAL PROPOSAL" and "FINANCIAL PROPOSAL". These envelopes shall then be sealed in an outer envelope.

1.11.2 Each envelope shall indicate the name and address of the Bidder.

1.11.3 The envelopes shall clearly bear the following identification:

"Proposal for English Language Teacher Training Programme  
for Middle School Teachers in Bihar"

"To be opened by Tender Opening Committee only"

and

"Submitted by

Name, Address and Contact Phone No. of the Bidder"

1.11.4 The envelope shall be addressed to:

ATTN. OF: The State Project Director

**ADDRESS:**

Bihar Education Project Council  
Rashtra Bhasha Parishad Parisar,  
Shiksha Bhawan,  
Saidpur, Rajendra Nagar,  
Patna (Bihar), PIN – 800004

1.11.5 If the envelope is not sealed and marked as instructed above, the Proposal may be deemed to non-responsive and would be liable for rejection. BEPC assumes no responsibility for the misplacement or premature opening of such Proposal submitted.

**1.12 Proposal Due Date**

1.12.1 Proposals should be submitted before 1700 hours IST on the Proposal Due Date mentioned in the Schedule of Bidding Process, to the address provided in Clause 1.11.4 in the manner and form as detailed in this EOI Document. Applications submitted by either facsimile transmission or telex will not be acceptable.

1.12.2 BEPC, at its sole discretion, may extend the Proposal Due Date by issuing an Addendum

**1.13 Late Proposals**

1.13.1 Any Proposal received by BEPC after 1700 hours IST on the Proposal Due Date will be returned unopened to the Bidder.

**1.14 Tests of responsiveness**

1.14.1 Prior to evaluation of Proposals, BEPC will determine whether each Proposal is responsive to the requirements of the EOI Document. A Proposal shall be considered responsive if

- (a) It is received by the proposal due date.
- (b) It is signed, sealed, and marked.

*Am*

*Am*



- (c) It contains the information and documents as requested in the EOI Document.
- (d) It contains information in formats specified in the EOI Document
- (e) It provides the information in reasonable detail. ("Reasonable Detail" means that, but for minor deviations, the information can be reviewed and evaluated by BEPC without communication with the Bidder). BEPC reserves the right to determine whether the information has been provided in reasonable detail.

**1.15 Proposal Evaluation**

- 1.15.1 To assist in the examination, evaluation, and comparison of Proposals, BEPC may utilise the services of consultant/s or advisor/s.
- 1.15.2 Evaluation of Proposals will be done in two stages.
- 1.15.3 In Stage I of Proposal Evaluation, Technical proposal submitted by the Bidders shall be checked for responsiveness with the requirements of the EOI Document.
- 1.15.4 In Stage II, the Financial Proposals of all the Bidders who pass the Stage I evaluation will be opened.

*Am*

*edit*

Request For Expression of Interest for 2014  
English language teacher training programme  
for Bihar middle school teachers

**1.16 Evaluation of Technical Proposal**

1.16.1 The Technical Capability Proposal\* for the Project would be evaluated on the following basis:

| Sl.                     | Criteria  | Maximum Marks | Method of allotting marks for Technical Score  |
|-------------------------|---|---------------|--|
| 1                       | No. of states in which the bidder has successfully executed/executes English training program in India. | 30            | 2 states: 05 marks.<br>3-5 states: 15 marks.<br>5-7 states: 20 marks.<br>7 states and above: 30 marks  |
| 2                       | No. of teachers reached through cascades in Government schools last three years in India.               | 20            | 50,000 teachers: 05 marks.<br>50,001-100,000 teachers: 10 marks.<br>100,001-250,000 teachers: 15 marks.<br>250,001 teachers and above: 20 marks<br>20 marks. |
| 3                       | No. of years of operation in training and content development in India                                  | 20            | 2-3 years: 05 marks.<br>3-5 years: 10 marks.<br>5-7 years: 15 marks.<br>4. 7 years and above: 20 marks   |
| 4                       | Resource material related to teacher training programme   | 20            | (Total of the following)<br>Training Module: 15 marks<br>Topic covered as per outcomes: 05 marks.  |
| 5                       | Vision document presented by Bidder.  | 10            | 1. Vision on Training, Implementation, Assessment: 05 Marks<br>2. Any innovation: 05 marks.  |
| Maximum Technical score |   | 100           |  |

\*Note:

1. For all the stated criteria the supporting documents should be submitted as below:

- a. Copy of Work Order and / or Service Agreement
- b. Copy of Assessment Reports of other projects
- c. Self-Attested Certificate on the letterhead of the bidder with project summary

2. Vision document must state the following:

- a. the training methods
- b. the implementation plan
- c. the assessment methods and systems
- d. innovations proposed

1.16.2 The minimum qualifying marks of the Technical Evaluation is 70.

1.16.3 The Financial bids of those bidders would be opened who secure at least 70 in their Technical Capability Proposal.

1.16.4 Technical Score should be denoted as "T<sub>S</sub>" and shall be used to compute the final score in combination with Financial Score "F<sub>S</sub>"

#### 1.17 Financial Bid

Financial Bid should be submitted on these important particulars stating the amount in Rs (INR)

- (a) Selection of Master Trainers
- (b) Baseline & Endline study
- (c) Master Trainers Training
- (d) Monitoring of Training of English Teachers in Cascade
- (e) Development of Materials and Quality Assurance
- (f) Management Fee
- (g) Reporting at different level and
- (h) Others.

#### 1.18 Final Proposal Evaluation

- a. Technical Score shall be given weightage of 0.7
- b. Financial Score shall be given weightage of 0.3
- c. Final Score shall be calculated as:

$$\text{Composite Score} = T_s \times 0.7 + F_s \times 0.3$$

- d. Bidder with highest Final Score shall be declared Preferred Bidder.

- e. In the event that two or more Bidders with same final score, BEPC may:
    - i. Invite fresh Proposals from the Bidders; OR
    - ii. Declaring the bidder securing highest technical capability marks amongst the bidders securing same overall score, as preferred bidder
- OR
- iii. Take any such measure as may be deemed fit in its sole discretion or annulment of the bidding process.
- f. All the proposals will be evaluated against Technical, Quality and Cost Based Selection (TQCBS) method
- 1.18.1 BEPC may either choose to accept the Proposal of the Preferred Bidder or invite him for negotiations.
  - 1.18.2 Upon acceptance of the Financial Proposal of the Preferred Bidders with or without negotiations, BEPC shall declare the Preferred Bidder as Successful Bidder.
  - 1.18.3 BEPC will notify the Successful Bidder by facsimile and by a letter that its Proposal has been accepted.

#### **1.19 AWARD OF CONTRACT**

Award of work will be carried out following the required formalities. Contracts will be executed by BEPC in favour of the agency selected through the above method for carrying out the recruitment/selection process. Please note that BEPC is not bound to select any of the agency submitting a proposal in response of this letter, the decision of the SPD, BEPC in this regard will be final.

Preferred bidder may be given chance for conducting second phase of Teachers training on the same rate and conditions after due agreement. However the decision of Purchase Committee will be final in this regard, whether to assign the job of second phase of English language Teachers training programme in other districts of Bihar.

*Am*

*csif*

## 6. Schedule of Bidding process

Planned dates for the tender process are:

- ❖ Deadline for the receipt of tenders **10 October 2014 (17:00Hrs)**
- ❖ Evaluation of tenders up to **17 October 2014.**
- ❖ Contract awarded by **22 October 2014.**

### Criteria for acceptance and evaluation

The tender must be returned correctly (in compliance with the tender structure given above) and on time. Failure to comply will eliminate your tender from consideration.

The tender must demonstrate an understanding of the Bihar Education Project Council (BEPC) values and needs specific to this Invitation to Tender. The tenders will be evaluated on (but the evaluation is not limited to):

- ❖ Suitability of the business model (in relation to meeting project targets and deadlines)
- ❖ Quality and suitability of films produced by the company in the past (provide sample clips for evaluation)
- ❖ A track record of conducting similar projects in rural / semi-urban areas
- ❖ Pricing for goods and serviced
- ❖ Flexibility to respond to short notice
- ❖ Commitment to equal opportunity and diversity
- ❖ Commitment to environmental sustainability
- ❖ Value addition/ USP

### Miscellaneous

- ❖ The Bihar Education Project Council (BEPC) reserves the right to accept part of the services offered.
- ❖ This Invitation to Tender is not an offer or guarantee of award of business.
- ❖ All costs incurred in the preparation of the bid are the bidder's responsibility.

----- X -----

BIHAR EDUCATION PROJECT COUNCIL, PATNA

ANNEXURE-I

**PROFORMA FOR TECHNICAL BID**

General information\*

| S.N | Particular  | To be filled in by the tenderer |
|-----|---|---------------------------------|
| 1   | Name of the Agency  |                                 |
| 2   | Date of establishment of the agency   |                                 |
| 3   | Detailed office address of the agency with Office telephone Number, Fax Number and Mobile Number and name of the contact person   |                                 |
| 4   | Whether the Firm is registered (copy of Registration Certificate/ Article or Memorandum of Association or partnership deed or proprietorship registration must be enclosed.)                                    |                                 |
| 5   | Copy of last three years Income Tax Return  |                                 |
| 6   | Copy of Service TAX Registration number   |                                 |
| 7   | Whether the firm is blacklisted by any Government Department or any criminal case is registered against the firm or its owner/partners anywhere in India. (If no, a certificate is to attached in this regard.) |                                 |
| 8   | Whether a copy of the Tender Documents duly signed, in token of acceptance of the same, is attached.  |                                 |

**Technical Information (Must for Technical Evaluation)\*\***

|   |   |  |
|---|---|--|
| 1 | No of states in which the bidder has successfully executed/executes training programme in India (English) |  |
| 2 | No of teachers reached through cascades in government schools last three years in India (English)         |  |
| 3 | No of years of operation in training and content development in India                                     |  |
| 4 | Resource materials related to teacher training programme  |  |
| 5 | vision document on the programme  |  |

Note: \* If Particulars written in General Information is not applicable please state it with reasons.

\*\* Annex all supporting documents for each particulars. For details of marking see chapter 5 of bid document (1.16)

Date:

Signature of Authorized Person of the Firm with Seal

BIHAR EDUCATION PROJECT COUNCIL, PATNA

ANNEXURE-II

PROFORMA FOR FINANCIAL BID

| Name & Address of the Firm: |  |                |
|-----------------------------|--|----------------|
| S.N.                        | Particulars  | Amt.           |
| 1                           | Selection of Master Trainers   |                |
| 2                           | Baseline and End line Study  |                |
| 3                           | Master Trainers' Training  |                |
| 4                           | Monitoring of Training of English Teachers in cascade                          |                |
| 5                           | Development of Materials, Quality Assurance and Reporting at different stages. |                |
| 6                           | Management Fee   |                |
| 7                           | Others (Pl. Specify)   |                |
|                             |  | <b>Total =</b> |

(Total Rupees ..... only)

\* Inclusive of all taxes

Note:

- a) We have gone through the terms and conditions stipulated in the Tender Document and confirm to abide by the same.
- b) No other charges would be claimed by our firm.

Date:

Signature of Authorized Person of the Firm with Seal