

RFP Reference No. BEPC/VE-555/2025-26/.....⁴⁰⁸⁹, Dated 01/09/2025



**Request for Proposal (RFP)
for
Establishment and Operationalization of VEs in Government
Secondary/Senior Secondary Schools**

(Through <https://eproc2.bihar.gov.in>)

Bihar Education Project Council,
IInd & IIIrd Floor, Shiksha Bhawan,
Bihar Rashtrabhasha Parishad Campus,
Saidpur, Patna - 800 004 (Bihar)



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DISCLAIMER

While this Request for Proposal document ("RFP") has been prepared in good faith, neither Bihar Education Project Council (BEPC), GoB nor its employees or advisors make any representation or warranty, express or implied, or accept any responsibility or liability, whatsoever, in respect of any statements or omissions herein, or the accuracy, completeness or reliability of Information, and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFP, even if any loss or damage is caused by any act or omission on their part.

1. This document is not transferable, and this RFP does not purport to contain all the information that each Bidder may require and accordingly it is not intended to form the basis of any investment decision or any other decision to participate in the bidding process for the selection of the Successful Bidder for this Project. Each Bidder should conduct their own investigations and analysis and check the accuracy, reliability, and completeness of the information in this document and obtain independent advice from appropriate sources
2. Though adequate care has been taken while preparing this Bid Document, the Bidder shall satisfy themselves that the document is complete in all respects. Intimation of any discrepancy shall be given to this office immediately.
3. BEPC, GoB may modify, amend, reject or supplement this RFP document in accordance with norms and procedures and as per the requirement of the project. BEPC, GoB reserves the right to waive any irregularity in the proposal (RFP) and the BEPC, GoB makes it clear that the RFP is not an offer/ Agreement.
4. Neither the BEPC, GoB nor its employees shall be liable to any Bidder or any other person under any law including the law of Agreement, tort, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage which may arise, or be incurred, or suffered, in connection with this RFP document, or any matter that may be deemed to form part of this RFP document, or the award of the Agreement, or any other information supplied by the BEPC, GoB or their employees or consultants or otherwise arising in any way from the selection process for the award of the Agreement for the Project.
5. BEPC, GoB is not bound to accept any or all the Proposals. BEPC, GoB reserves the right to reject any or all Proposals without assigning any reasons. No Bidder shall have any cause for action or claim against the BEPC, GoB or its officers, employees, successors, or assignees for rejection of their bid. The RFP submitted by the bidder will be the property of the BEPC, GoB.

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Glossary

Abbreviation/ Terms	Details
Authorized Signatory	The bidder's representative / officer vested (explicitly, implicitly, or through conduct) with the powers to commit the authorizing organization to a binding agreement. Also called signing officer/ authority having the Power of Attorney (PoA) from the competent authority of the respective Bidding firm.
BEPC	Bihar Education Project Council (BEPC),
Bid	A formal offer made in pursuance of an invitation by a procuring entity and includes any tender, proposal or quotation in electronic format
Bid Security/ Earnest Money Deposit (EMD)	A security provided to the procuring entity by a bidder for securing the fulfilment of any obligation in terms of the provisions of the bidding documents.
Bidder	Any person/ firm/ agency/ company/ contractor/ vendor participating in the bidding process with the procurement entity
Bidding Document	Documents issued by the procuring entity, including any amendments thereto, that set out the terms and conditions of the given procurement and include the invitation to bid
BSEIDC	Bihar State Educational Infrastructure Development Corporation (BSEIDC)
Competent Authority	An authority or officer to whom the relevant administrative or financial powers have been delegated for taking decision in a matter relating to procurement. State Project Director, Bihar Education Project Council (BEPC), Department of Education, GoB shall be the Competent Authority in this bidding document.
Contract	"Contract" means a legally enforceable agreement entered between the Procuring entity and the selected bidder(s) with mutual obligations.
LD	Liquidated Damages
LoI	Letter of Intent
PAN	Permanent Account Number
PQ	Pre-Qualification
Procurement Process	The process of procurement extending from the issue of invitation to Bid till the award of the procurement contract or cancellation of the procurement process, as the case may be
Purchaser/ Tendering Authority/ Procuring Entity	Person or entity that is a recipient of a goods or service provided by a seller (bidder) under a purchase order or contract of sale, also called buyer. BEPC, GoB in this BID document.
Services	Any subject matter of procurement other than goods or works and includes physical, maintenance, professional, intellectual, consultancy and advisory services or any service classified or declared as such by a procuring entity
Service Level Agreement (SLA)	Service Level Agreement is a negotiated agreement between two parties wherein one is the customer and the other is the service provider. It is a service contract where the level of service is formally defined. In practice, the term SLA is sometimes used to refer to the contracted delivery time (of the service) or performance.
State Government	Government of Bihar (GoB)
GST	Goods and Service Tax
WO/ PO	Work Order/ Purchase Order

Schedule of Bid Process

SL	Information	Details
1	RFP Issuing Authority	State Project Director, Bihar Education Project Council (BEPC)
2	RFP No. and Date of availability	RFP Reference No. BEPC/VE-555/2025-26/..... ⁴⁰⁸⁹ , Dated 01/09/2025 Available for download from 01/09/2025, 11:00 AM onwards till 15/09/2025, 3:00 PM on https://eproc2.bihar.gov.in
3	Last date for submission of written queries for clarifications	05/09/2025, 02:30 PM Email: etenderbepc@gmail.com
4	Date of pre-bid conference	05/09/2025, 03:00 PM through online mode Google Meet joining info Video call link: https://meet.google.com/tnt-yoe-e-kzs e-mail: etenderbepc@gmail.com
5	Release of response to clarifications	06/09/2025, 5:00 PM
6	Last date of submission of bid	15/09/2025, 4:00 PM
7	Last date of submission of Hard copy of EMD	15/09/2025, 4:00 PM
8	Last date of submission of Sample (Before bid submission closing date & Time)	15/09/2025, 4:00 PM
9	Opening of Technical Bids	15/09/2025, 4:30 PM
10	Opening of Financial Bids	To be intimated
11	Contact person for queries	Administrative Officer, Bihar Education Project Council (BEPC), Shiksha Bhawan, Bihar Rashtra Bhasha Parishad Campus, Saidpur - 800 004. e-mail: etenderbepc@gmail.com

Note: BEPC reserves the right to amend documents for RFP, schedules, and critical dates. It is sole responsibility of bidder to check <https://eproc2.bihar.gov.in> from time to time, for any updated information. No communication in writing or through e-email or any other mode will be sent by BEPC in this regard. BEPC also reserves the right to cancel the whole tender process at any time during the bid process without assigning any reason thereof.

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1. REQUEST FOR PROPOSAL

State Project Director, Bihar Education Project Council (BEPC), Patna invites Request for Proposal (RFP) for Establishment and Operationalization of Vocational Education in 555 Government Secondary/Senior Secondary Schools in Bihar from eligible agencies. The bids comprising mandatory compliance along with technical bids and price bids shall be submitted on <https://eproc2.bihar.gov.in> website. The Scope of Services forming part of the assignment has been set out hereunder in this document. The Proposals would be evaluated based on the evaluation criteria set out in this RFP ("Evaluation Criteria") to identify the successful Bidder for the Assignment ("Successful Bidder")

1.1 Structure of the RFP

BEPC, GoB intends to follow a 'two stage' bid process for selection of the successful agency under LCBS (Least Cost Based Selection Method)', as outlined in this RFP.

The Bidders would need to submit Technical and Financial Proposal in the prescribed formats, within the Proposal Due Date as prescribed in this RFP. BEPC, GoB would evaluate all the Submissions in accordance with the evaluation criteria set out in the RFP to select a qualified bidder.

1.2 Obtainability of RFP Document

RFP document can be downloaded from the website <https://eproc2.bihar.gov.in>

2. BACKGROUND INFORMATION

The Bihar Education Project Council (BEPC) aims to enhance vocational education in government schools by setting up vocational laboratories to support hands-on skill development in 2 trades. Through this RFP, BEPC will identify the Agencies against the Shortlisted Trades. Accordingly, District Authorities/ Schools out of which, should select 2 Trades. This initiative is intended to strengthen practical learning and improve employability by equipping students with essential tools and technologies relevant to industry needs. Details of sector and job role are as follows in which as per program norms, any two trades will be selected for deliver vocational education in schools: -



Sector	Job Title	Topics be Trained
Electronics & HW-	Solar Panel Installation Technician and Field Technician - Wireman Control Panel	Solar Panel Installation Technician; House Wiring; Power Backup System (Inverter Installation); UPS Systems
Electronics & HW	Assistant Installation Computing and Peripherals	Electronics Systems Assembly, Repair of Cell Phones, Tablet PCs, Computer (Software, Hardware and Peripherals Installation), Smart Devices Assembling using Sub Systems, Smart Watches and Smart Glasses
Electronics & HW	Field Technician- Other Home Appliances	Air conditioner, Television, Refrigerator, Washing Machine and Sound Systems
Telecom	Telecom Technician – IoT Devices/Systems	Mobile/ Tablet Devices, IOT Devices, Networking and Fiber Rectification
IT-ITes	Web Developer	Laptop Utilization, Web Page Development
Plumbing	Plumber (General) and Aadvanced Plumbing Technician	Plumbing, Motor Repair and Operation and Maintenance of Nal-Jal-Yojana
Agriculture	Dairy Worker, Irrigation Service Technician and Gardner	Milk Storage, Milk Quality Testing, Tools and Equipment Utilization, Agriculture Pump set Operation, Sprinkler Irrigation System Technician, Crop management, Weed Management and Pesticide Utilization, Harvesting and Post Harvesting Processing
Apparel, Made-ups and Home furnishing	Specialised Sewing Machine Operator	Industrial Sewing Machine Operating, Usage of Overlock and Flatlock machines, Tools
Apparel, Made-ups and Home furnishing	Self Employed Tailor and Aassistant Designer- Fashion, Home and Made-ups	Use of Sewing Machine, Tools, Fabric Cutting and Button and Zip Tailoring
Retail	Retail Sales Associate and Retail Store operations assistant	Dummy Currency, Bar Code Scanning, Inventory Management, Notice Board and Log Record Entries, Stock Management, Sale Operation
Tourism and Hospitality	Guest service associate (Housekeeping) and Food & Beverage Service - Associate	Dummy Reception Counter with Desktop and Printer, Wall Clock and Dummy Guest Registration Screens, Hotel Room Maintenance Services, Culinary Skills, Dine-In Management Procedures, Inventory Management and Log Registers, Guest Transportation Protocols

This initiative is designed to enhance **Hands-on skill development across multiple sectors**, ensuring that students acquire practical experience aligned with emerging technologies, market demand, and industry standards. The brief objective of each Sector is presented below

The **Renewable Energy (Solar System Installation)** trade will equip learners with technical expertise in clean energy solutions, preparing them for opportunities in installation, maintenance, and micro-entrepreneurship to support India's sustainable growth vision.

The **Electronics & Hardware** stream will provide practical training in device repair, assembly,

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and servicing, enabling students to participate in the expanding “Make in India” manufacturing ecosystem and contribute to local economic growth.

The **Telecom and IT-ITES trades**, including IoT system technicians and Web Developers, will develop digital proficiency in IoT, Usage of Authenticator for 2 Step Security, and connectivity skills required in the fast-growing technology-driven economy.

The **Apparel, Fashion, and Home Furnishing trades** will build creative and technical competencies such as tailoring, embroidery, and fashion design, empowering self-employment and entrepreneurship opportunities, particularly for women.

The **Agriculture-based trades**, including dairy work, irrigation services, and gardening, will strengthen grassroots employability, enhance productivity, and align with the government’s focus on agri-entrepreneurship.

The **Retail and Tourism & Hospitality trades** will train learners in customer service, sales, operations, and hospitality, fostering job readiness in two of India’s largest service sectors.

Overall, this integrated vocational program is designed to nurture a **future-ready workforce** that is not only employment-oriented but also capable of driving entrepreneurship, innovation, and sustainable economic development.

By embedding these vocational trades into the school curriculum, BEPC aims to create a technically skilled workforce, open pathways for self-employment, reduce migration from rural and Tier-2 cities, and empower students to participate in digital and hardware-based entrepreneurship.

Accordingly, BEPC invites proposals from eligible agencies for the Establishment and Operationalization of Vocational Education Labs in Government Secondary and Senior Secondary Schools. The selected agency will be responsible for setting up lab infrastructure and delivering training support in accordance with the detailed scope of work in Annexure-I.

3. INSTRUCTIONS TO BIDDERS

3.1 SUBMISSION PROCEDURE

- a) The bidders should submit their responses as per the format given in this RFP in the following manner: Technical Proposal and Commercial Proposal

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- b) Please Note that prices should not be indicated in the 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 bids shall be uploaded through <https://eproc2.bihar.gov.in> as per the instructions available on the website.

3.2 NUMBER OF PROPOSALS

Each Bidder must submit only one (1) Proposal, in response to this RFP. Any Bidder who submits or participates in more than one Proposal shall be disqualified.

3.3 PROPOSAL PREPARATION COST

- a) 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 the BEPC to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process.
- b) The BEPC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

3.4 RIGHT TO ACCEPT OR REJECT

- I. The BEPC, GoB may reject a proposal at any stage if it is found that the firm recommended for award has indulged in corrupt or fraudulent activities in competing for the contract in question, and may also declare a firm ineligible or blacklist the firm, either indefinitely or for a stated period of time, if at any time it is found that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.
- II. Notwithstanding anything contained in this RFP, the BEPC, GoB reserves the right to accept or reject any Proposal and to annul the bidding process and reject all proposals at any time, without any liability or any obligation for such acceptance, rejection or

annulment, without assigning any reasons.

- III. BEPC GoB reserves the right to reject any Proposal if, at any time, a material misrepresentation made by a Bidder at any stage of the bidding process is discovered.

3.5 CLARIFICATIONS

A prospective Bidder requiring any clarification on the RFP must notify the BEPC, GoB in writing to The State Project Director, Bihar Education Project Council, GoB within such date as specified in RFP Time Schedule. At its sole discretion, BEPC, GoB will upload its response to such queries on the website <https://eproc2.bihar.gov.in> Bidders requiring specific points of clarification may communicate with the BEPC, GoB during the specific period using the following format. The queries can be submitted by email at etenderbepc@gmail.com with name of assignment as the subject, in the following format:

Bidders Request for Clarification				
Name of Organization		Name and position of person submitting	Details of person and organization	
			Address: Tel: E-mail: Mobile:	
S. No	Bidding Document Reference (Number/Page)	Content of RFP requiring Clarification	Points of Clarification Required	Suggestions (If any)
1				
2				

3.6 AMENDMENTS TO RFP

At any time prior to the Proposal Due Date, as indicated in the RFP Time Schedule, BEPC, GoB may, for any reason, whether at its own initiative or in response to clarifications requested by a bidder, amend the RFP by the issuance of Addenda. Such Addenda would be posted on the website <https://eproc2.bihar.gov.in> In order to afford Bidders reasonable time to take the Addendum into account, or for any other reason, BEPC, GoB may, at its discretion, extend the Proposal Due Date.

3.7 LANGUAGE AND CURRENCY

The Proposal and all related correspondence and documents must be written in English language. Supporting documents and printed literature furnished by the Bidder with the Proposal may be in any other language if they are accompanied by an appropriate translation in English language. Supporting materials that are not translated into English shall not be considered. For the purpose of interpretation and evaluation of the Proposal, the English language translation shall prevail. The currency for this bid is Indian Rupees. All the quotes should be in Indian Rupees only.

3.8 VALIDITY OF PROPOSAL

- i. The Proposal must be valid for a period not less than 90 days from the Proposal Due Date ("Proposal Validity Period"). BEPC, GoB reserves the right to reject any Proposal that does not meet this requirement.
- ii. Prior to expiry of the Proposal Validity Period, BEPC, GoB may request the Bidders to extend the period of validity for a specified additional period.
- iii. The Successful Bidder shall, where required, extend the validity of the Proposal till the date of execution of the Agreement.

3.9 BID SECURITY

- i. Bidders shall submit, along with their Bids, EMD of INR 2,00,00,000/- (Rupees Two Crore only) in the form of Demand Draft/Bank Guarantee issued by any Scheduled bank. It may be also submitted through RTGS/NEFT in specified bank account of BEPC. (Bank Details: State Project Director - BEPC, A/c No. 245001000002776, IFSC Code - IOBA0002450).
- ii. Validity of BG (EMD) will be up to 30.12.2025.
- iii. The bid / proposal submitted without EMD, mentioned above, will be summarily rejected.
- iv. Micro, small and start up agencies registered for doing similar work as a Manufacturer are exempted from the payment of EMD, as per Government policy, subject to submission of valid registration certificate as a Manufacturer of mentioned products with the bid and with qualification of required eligibilities.
- v. The Bid Security shall be returned to the unsuccessful Bidders within a period of two

(2) weeks from the date of signing of Agreement between the BEPC, Department of Education, GoB and the Successful Bidder.

- vi. The bid security of the successful bidder will be returned to the successful bidder on the submission of the Performance Security as specified in the RFP document.
- vii. The Bid Security shall be forfeited in the following cases:
 - a. If the Bidder withdraws its Proposal;
 - b. If the Bidder withdraws its Proposal during the interval between the Proposal Due Date and expiration of the Proposal Validity Period; and
 - c. If any information or document furnished by the Bidder turns out to be misleading or untrue in any material respect.
 - d. If the bidder, after the award of work order, fails to submit the performance security within the stipulated time.

3.10 BIDDER'S RESPONSIBILITY

- i. The Bidder is expected to examine carefully the contents of all the documents provided. Failure to comply with the requirements of RFP shall be at the Bidder's own risk.
- ii. It shall be deemed that prior to the submission of Proposal, the Bidder has:
 - Made a complete and careful examination of terms & conditions/ requirements, and other information set forth in this RFP document.
 - Received all such relevant information as it has requested from the BEPC, GoB; and
 - Made a complete and careful examination of the various aspects of the Assignment.
- iii. BEPC, GoB shall not be liable for any mistake or error or neglect by the Bidder in respect of the above.
- iv. Bidder must understand whole RFP in line with Department requirement and providing the undertaking on execution the same unconditionally.
- v. All taxes payable to government must be paid by the service provider as per applicable norms and procedure. BEPC, GoB is nowhere liable and responsible for payment of

such taxes. Only GST payment will be made by BEPC, GoB as per applicable rates on the fee quoted by the agency.

3.11 CORRESPONDENCE/ ENQUIRY

All correspondence/enquiries must be submitted to the following in writing by email/ fax/ registered post with **name of assignment** as the subject. The details are:

**The State Project Director,
Bihar Education Project Council,
Shiksha Bhawan, Bihar Rashtrabhasha Parishad Campus,
Saidpur - 800 004.
e-mail: etenderbepc@gmail.com**

3.12 FORMAT AND SIGNING OF PROPOSAL

- i. Bidders must provide all the information as per this RFP and in the specified format. BEPC, GoB reserves the right to reject any Proposal that is not in the specified format.
- ii. The Proposal must include submissions to be made on the respective Proposal Due Date as set out in RFP Time Schedule.
- iii. The person(s) signing the Proposal must initial all the alterations, omissions, additions, or any other amendments made to the Proposal.

3.13 MODIFICATION/SUBSTITUTION/WITHDRAWAL OF PROPOSAL

- i. The Bidder may modify, substitute, or withdraw its Proposal after submission, provided that a written notice of the modification, substitution or withdrawal is received by BEPC, GoB before the Proposal Due Date. No Proposal shall be modified, substituted, or withdrawn by the Bidder after the Proposal Due Date.
- ii. The modification, substitution or withdrawal notice shall be prepared, sealed, marked and delivered in accordance with outer envelopes additionally marked "MODIFICATION", "SUBSTITUTION" or "WITHDRAWAL", as appropriate.
- iii. Withdrawal of a Proposal during the interval between the Proposal Due Date and expiration of the Proposal Validity Period will result in forfeiture of the Bid Security in accordance with this RFP.

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3.14 PROPOSAL DUE DATE

- i. Proposals must be submitted as per information provided in this RFP.
- ii. BEPC, GoB at its sole discretion; accept any Proposal(s) after Proposal Due Date. Any such Proposal/s accepted shall be deemed to have been received by the Proposal Due Date.

3.15 TEST OF RESPONSIVENESS

Initial Bid scrutiny will be held and incomplete details as given below will be treated as non-responsive, if Proposals:

- a) Are not submitted in as specified in the RFP document?
- b) Are found with suppression of details.
- c) With incomplete information, subjective, conditional offers and partial offers submitted.
- d) Submitted without the documents requested in the checklist.
- e) Have non-compliance of any of the clauses stipulated in the RFP.
- f) With lesser validity period.
- g) All responsive Bids will be considered for further processing. The BEPC 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 define in this RFP document. The decision of the Committee will be final in this regard.
- h) BEPC, GoB reserves the right to seek clarification or reject any Proposal which in its opinion is non-responsive and no request for modification or withdrawal shall be entertained by Department of Education, GoB in respect of such Proposal.

3.16 CONFIDENTIALITY

Information relating to the examination, clarification, evaluation and recommendation for the Qualified Bidders shall not be disclosed to any person not officially concerned with the process. The BEPC, GoB will treat all information submitted as part of the Proposal in confidence and will ensure that all those who have access to such material to treat it in confidence. BEPC shall not divulge any such information unless ordered to do so by any statutory authority that has the power under law to require its disclosure.

3.17 CLARIFICATIONS

To assist in the process of evaluation of Proposals, BEPC, GoB may, at its sole discretion, ask any Bidder for clarification on its Proposal or substantiation of any of the submission made by the Bidder.

3.18 PROPOSAL EVALUATION

The Qualification Submissions of the Bidders would be checked for responsiveness with the requirements of the RFP and shall be evaluated as per the Criteria set out in this RFP.

3.19 DECLARATION OF SUCCESSFUL BIDDER

Upon acceptance of the Proposal of the tenderer technically qualified with LCBS (Least Cost Based Selection) criteria, BEPC, GoB shall declare the tenderers as the successful bidders for the selection.

3.20 NOTIFICATIONS

BEPC, GoB will notify the Successful Bidder by a Letter of Intent/Award (LoI/LoA) that their Proposal has been accepted.

3.21 BIHAR EDUCATION PROJECT COUNCIL, GOB'S RIGHT TO ACCEPT OR REJECT PROPOSAL

- i. BEPC, GoB reserves the right to accept or reject any or all the Proposals without assigning any reason and to take any measure as it may deem fit, including annulment of the bidding process, without liability or any obligation for such acceptance, rejection or annulment.
- ii. BEPC, GoB reserves the right to invite revised Proposals from Bidders with or without amendment of the RFP at any stage, without liability or any obligation for such invitation and without assigning any reason.
- iii. BEPC, GoB reserves the right to reject any Proposal if at any time:
 - a. A material misrepresentation made at any stage in the bidding process is uncovered; or
 - b. The Bidder does not respond promptly and thoroughly to requests for supplemental information required for the evaluation of the Proposal.
 - c. This would lead to the disqualification of the Bidder. If such disqualification / rejection occurs after the Proposals have been opened and the Successful Bidder gets

disqualified/ rejected, then BEPC, GoB reserves the right to take any such measure as may be deemed fit in the sole discretion of BEPC, GoB, including annulment of the bidding process.

3.22 PERFORMANCE BANK GUARANTEE (PBG)

- a. The successful bidder must furnish an unconditional and irrevocable bank guarantee / demand draft, in a format acceptable to BEPC, GoB valid for the 1 year or contract term, of a value equivalent to 5% of the contract value within 21 days of award of Letter of Intent (LOI).
- b. Failure to submit the PBG within the time stipulated in the LOI may lead to cancellation/ withdrawal of LOI and, in such case, BEPC, GoB reserves the right to take any such measure as may be deemed fit by Department of Education, GoB, including annulment of the bidding process.
- c. PBG valid for Initially for 1 Year and same will be extended along with Contract Period of 3 Years from Date of contract LOA with mutual consent and upon satisfactory performance.

4. CRITERIA FOR EVALUATION

The evaluation would consist of following:

- **Technical evaluation:** The Bidder shall be examined prima facie to substantiate the compliance with the Bidder's eligibility criteria as set out for this project in terms of organizational, financial and technical experience etc. The bid will be rejected in case it does not meet the Eligibility criteria.
- Proposals may be rejected at any stage of the evaluation if it is found that the company has provided misleading information or has been blacklisted by a central or any state government or has indulged in any malpractice/ unethical practice and has not honored contractual obligation elsewhere;
- After the technical evaluation is completed and approved, BEPC shall inform the Bidders who have submitted proposals, the detailed compliance of their Technical Proposals, and shall notify those Bidders whose Proposals did not meet the minimum technical criterion or were considered non-responsive to the RFP, that their Financial Proposals will be returned unopened after completing the evaluation process. BEPC shall simultaneously notify in writing

to the Bidders that have complied with the Technical Criterion specified in the RFP the date, time and location for opening the Financial Proposals.

➤ Please note that no conditional bid will be entertained

4.1 PRE-QUALIFICATION CRITERIA

The following table describes the pre-qualification criteria. A bidder participating in the bidding process shall possess the following minimum pre-qualification/ eligibility criteria. Any bidder failing to meet the stated criteria and non-submission of supporting documents shall be summarily rejected and will not be considered further for Technical Evaluation.

Sl	Conditions	Documents to be submitted
1	<p>The Bidder should be a Company registered under Indian Companies Act 1956/2013 and should be in existence from last 10 years.</p> <p>The Bidder should have the following Registrations: PAN Number GST Registration</p>	<p>a) Certificate of Incorporation/ b) GST certificate c) Copy of PAN</p>
2	<p>The bidder should have an average annual turnover of a minimum of INR 100 crores in the last three financial years. i.e. 2021-22, 2022-23 and 2023-24.</p>	<p>Audited Financial Statements of last three financial years.</p>
3	<p>The net worth of the bidder in the last five financial years, (as per the last published audited balance sheet) should be positive.</p> <p>The bidder should be profitable and should not be in loss in last five financial years (as per the last published audited balance sheet) i.e. 2019-20, 2020-21, 2021-22, 2022-23 and 2023-24</p>	<p>Copy of Balance Sheet and CA Certificate with 18-digit UDIN number.</p>
4	<p>The bidder must have successfully undertaken at least the following numbers of Similar assignments of value specified herein: -</p> <p>One project not less than the amount of ₹50,00,00,000/- (Rupees Fifty Crores Only)</p> <p>OR</p> <p>Two projects each not less than the amount of Rs. ₹40,00,00,000/- (Rupees Forty Crores Only)</p>	<p>Work Order and contract Agreement/ Completion Certificate /Payment Proof</p>

	<p>OR</p> <p>Three projects each not less than the amount of Rs.30,00,00,000/- (Rupees Thirty Crores Only)</p> <p>Similar Experience assignments defined as: Supply of Tools & Equipment's of Vocational Labs/ ATL labs/ ISM Labs in the schools under State or Central Government in last three (3) years as on bid submission date.</p>	
5	The bidder must have successfully undertaken the Supply of Tools & Equipment's of Vocational Labs/ ATL labs/ ISM Labs in minimum 500 schools in a single purchase order along with experience in development and implementation of software for monitoring of supply under State or Central Government in last three (3) years as on bid submission date.	Work Order and contract Agreement/Completion Certificate/ Payment Proof Certificate
6	The Bidder must have a valid certificate: ISO 9001	Copy of Valid certificates in the name of Bidder.
7	The Bidder must have never been blacklisted for fraudulent practices by any of its clients, Central Government / State Government / UT Government / Government Undertakings / University / Educational Institutions / Government Bodies / PSUs in India as on bid submission date.	Declaration on Non –Judicial Stamp paper of Rs 100/-
8	<p>MAF Clause:</p> <p>The bidder should submit the manufacturer authorization form from OEM to Electronics Products with Warranty for Trade-2 and Trade-5.</p>	Manufacturer Authorization Form (MAF) as per format.
9	<p>OEM Criteria:</p> <p>Digital Electronics:</p> <p>Tablet PC/Mobile, Laptop/PC and TV/ IFP</p>	<p>OEM should have Minimum Average Annual Turnover of 1000Cr or more for the Last Three Financial Years i.e.. 2021-22,2022-23 and2023-24 ((Audited Financial Statements/ CA Certificate of last three financial years).</p> <p>OEM has supplied in each of Tablet PC/Mobile, Laptop/PC and TV/</p>

		<p>IFP products through a single orders of 5,000 units or more to a State or Central Government Institution during any of the last three financial years (2021-22, 2022-23, or 20sssss23-24).</p> <p>OEM certification - ISO 27001, ISO9001, ISO14001, ISO 20000-1:2018.</p> <p>OEM should be in IDC top 4 rank for the products of Tablet/PC/Laptop.</p> <p>OEM should comply with GFR Clause of 144 (xi).</p> <p>OEM should have full functional Own/ Authorized Service centers for the last 5 years in Bihar.</p>
	<p>Electronics Equipment:</p> <p>Smart Wearables/ Smart Watches, Home Audio</p>	<p>The Original Equipment Manufacturer (OEM) for Electronics assembly products and its subsystems should have a cumulative turnover of minimum ₹100 crore over the last three financial years i.e., 2021-22 to 2023-24.</p> <p>OEM should have provide BIS Certificate for mentioned Finished Products in Proposed Electronics & HW trade.</p> <p>The Bidder/OEM should have expertise resource person in diagnosing and repairing faults within the electronics trade products and shall demonstrate hands-on-training to Students in assembling electronic devices into finished products. The details to be provided on OEM/ Bidder Letter Head with Person Details and Designation along with Experience in respective domain.</p>
	Solar Panel	The Solar Company OEM or Solar EPC Company must have

		experience in the cumulative installation of solar power systems with an aggregate capacity of at least 500 KW
	Sewing Machine	OEM should have an average annual turnover of a minimum of INR 100 crores in the last three financial years. i.e. 2021-22, 2022-23 and 2023-24. (Audited Financial Statements/CA Certificate of last three financial years.)
	POS Machine	OEM should have an average annual turnover of a minimum of INR 15 crores in the last three financial years. i.e. 2021-22, 2022-23 and 2023-24. (Audited Financial Statements/CA Certificate of last three financial years.)
10	Bidder shall provide Manuals and Project Detailed Project Plan.	Copy of the Manuals and DPR
11	Bidder must submit the samples of Proposed Trades along with Tools and Raw Materials as per Annexure-2.	Samples Submission: It's Bidder responsibility to submit all necessary tools and raw materials at the time Bid submission to BEPC and same should be demonstrated during the Technical Presentation.
12	Consortium is not allowed under this assignment	

Note: -

- Non-submission of samples and any of above said document will lead to disqualification of bid.
- Non-Compliance of any of the above point led to disqualification of Bid.

4.2. Technical Evaluation Criteria

Only those bidders who qualify in Pre-Qualification as per above will be considered for Technical Evaluation. During the process of evaluation of the Technical Proposals, the Tender Committee may seek additional information and clarifications from any or all the bidders, if required. This clarification will be sought through email communications/request a personal

visit of the authorized representatives of the bidder.

The bidder is expected to provide the clarifications or additional information within the stipulated time as indicated in the communication. If the bidder fails to provide the clarification or additional information, the information provided in the technical proposal only will be used for evaluation. Only the bidders, who score a technical score of more than 75 Marks will qualify for the evaluation in the commercial bid.

The technical bid will be evaluated on the below mentioned criteria:

Sl. No.	Description	Evaluation Criteria	Criteria wise Marks	Maximum Marks
1	The bidder should have an average annual turnover of a minimum of INR 100 crores in the last three financial years. i.e. 2021-22, 2022-23 and 2023-24.	More than ₹ 100 Cr.	5	10
		More Than ₹120 Cr.	10	
2	The bidder should have Experience in Supply of Tools & Equipment's of Vocational Labs/ ATL Labs/ ISM Labs in the schools under State or Central Government in last three (3) years as on bid submission date.	One project not less than the amount of ₹50,00,00,000/- (Rupees Fifty Crores Only) OR Two projects each not less than the amount of Rs. ₹40,00,00,000/- (Rupees Forty Crores Only) OR Three projects each not less than the amount of Rs.30,00,00,000/- (Rupees Thirty Crores Only)	10	15
		Single project of minimum value 60 Cr. Or Two Projects of each value more	15	

		than 50,00,00,000 (Rupees Eighty Crores Only)		
3	The bidder must have successfully undertaken the Supply of Tools & Equipment's of Vocational Labs/ ATL labs/ ISM Labs in minimum 500 schools in a single purchase order along with experience in development and implementation of software for monitoring of supply under State or Central Government in last three (3) years as on bid submission date.	More than 500	10	15
		More than 550	15	
4	OEM Certifications as per Pre-Qualification Criteria	Turn over Certifications, Purchase Orders, Copies of Product Certificates, Product Literature and OEM Compliance on Letter Heads		10
6	Sample Demonstration & Technical Presentation: The agency/firm will also be invited to demonstrate the samples and technical presentation.	Quality of Sample during demonstration, Project Understating, Comprehensive Demonstration of Trade with Equipment, Implementation Methodology of the project, Industrial experience of OEM, Skilled Resources, Subsystems to Systems, Technical presentation, Post Training Carrier Support etc.,		50
Total				100

Note: -

- To qualify for the technical evaluation stage, the bidder must score a minimum of 75 marks.
- Only those bidders, who qualify in the technical qualification criteria (with minimum 75 marks) and final acceptance of sample items, will qualify for the evaluation of their commercial bids.

4.3 Financial Bid Evaluation

- The Financial bids of qualified bidders will be opened on the prescribed date.

- The bid price will include all taxes and levies and shall be in Indian Rupees.
- Any conditional bid would be rejected.
- Errors & Rectification: Arithmetical errors will be rectified on the following basis: "If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail".
- Bidders will quote item wise rates (all items) in BOQ, if there is no price quoted for any item/items/material or service, the bid shall be declared as disqualified.
- The Total Bid Price, as computed by the Purchaser shall be used for the purpose of commercial evaluation of bids.
- Lowest Cost Based Selection (L1) Method shall be used to select the bidder.
- BEPC reserves the right to split the work on L1 rate among L1 & L2 at 50:50 ratio.

4.4 AWARD OF CONTRACT

- a. The Authority will award the Contract to the Bidder whose bid has been determined to be substantially responsive and has been determined as the best bid on the basis of the LCBS evaluation.
- b. The Authority shall, however, not bind itself to accept the best bid or any bid and reserves the right to accept any bid, wholly or in part.
- c. BEPC, GoB shall notify the successful bidder in writing that the proposal has been accepted.
- d. An agreement shall be signed between BEPC, GoB and the selected bidder's laying down the conditions of work, payment etc.
- e. Letter of Intent award and its acceptance by the selected bidder shall constitute a legal binding between BEPC, GoB and the selected bidder till such time the contract agreement is signed.



- f. The Non-Recurring Cost will be valid initially for a period of one year and extendable for a further period of one more year under mutual consent of awardee and BEPC at the same terms and conditions. If any sub-activity listed in the Financial Form gets a recurring grant in the future, it will be added to the Recurring Cost Head. The agency will continue to receive this support until the recurring contract ends.
- g. The Recurring Cost contract shall be initially valid for a period of one year and may be extended for an additional three years, subject to the availability of funds.
- h. As per approved rate, BEPC reserves the right to issue orders during the rate validity period for more quantities with mutual consent/agreement.
- i. Payment will be released after delivery of the product.
- j. The EMD of unsuccessful bidder will be returned within 15 days of selection of the Agency whereas EMD of successful bidder will be returned within 15 days after the submission and verification of Performance Bank Guarantee.
- k. The clause related to the local purchase preference policy 2024 may be included.

4.5 GENERAL EVALUATION ELABORATION

An evaluation committee so constituted by the BEPC will evaluate the bids as per the following pattern:

- a. Conditional bids shall be summarily rejected.
- b. Evaluation committee will examine the bids to determine whether they are complete, whether any computational errors have been made, and whether the bids are generally in order.
- c. Arithmetical errors will be rectified on the following basis: If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If the Bidder does not accept the correction of the errors, his bid will be rejected. If there is a discrepancy between words and figures, the amount in words will prevail.
- d. The Tenderer is expected to submit all documents along with General Bid for General Evaluation, in case document is not provided or provided but not a valid document, then the same parameter shall not be considered for marking for the specific Bidder. It

is the Bidder's responsibility that all documents pertaining to every parameter of "General Evaluation Elaboration" needs to be submitted and tagged/referenced to the evaluation parameter.

- e. The Tenderer may conduct clarification meetings with each or any bidder to discuss any matters, technical or otherwise.
- f. Further, the scope of the evaluation committee also covers taking of any decision with regard to the RFP, execution/ implementation of the project including management period.

5. SCOPE OF WORK

The Scope of Work for the agency is not limited but would include the following:

- I. The rates shall be on F.O.R at School locations of Education Department across the Bihar, or any of the locations as per the requirement within Bihar. BEPC shall made available the details regarding all destination point with Nodal Officer name and contact number where selected agency shall Setup and Operationalization of Laboratories.
- II. Timeline for the supply is 90 days from the date of issue of PO/Agreement.
- III. Bidder should Provide the tools equipment and furniture, relevant raw materials, hands on skill training to students, vocational trainer for each school, relevant resource persons and should take care of contingencies related to vocational courses for new schools.
- IV. The Recurring Cost contract shall be initially valid for a period of one year and may be extended for an additional three years, subject to the availability of funds. In view of the proprietary nature of classes, the recurring funds shall be paid upfront for the first year, and thereafter on a quarterly basis in subsequent years, subject to the availability of funds.
- V. Bidder should explain every subsystem and it's assembling Procedure to get attention of students and ignite young minds.
- VI. Bidder should provide necessary Training and conduct assessment Tests on Completion of Each Topic and same should be shared to BEPC for assessment

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Purpose.

- VII. Detailed trade wise scope is presented in Annexure 1.
- VIII. Prices shall be firm until the completion of work or supply and no enhancements of rates will be done / is permitted because of any escalation during the period of rate validity period.
- IX. BEPC, GoB reserves the right to accept or reject any or part of the offers without assigning any reasons.
- X. The supply and should be done within 90 days from the date of issue of PO/Agreement and in case of any delay in delivery, penalty will be charged as per rules.
- XI. The quantity of items can be increased or decreased as per requirements.
- XII. The procurement, supply and installation of Labs shall be carried out strictly in accordance with the terms & conditions and specifications as stipulated in the tender, in the approved workman like manner and as per standard practice. Materials supplied shall be of high quality.
- XIII. The bidder shall support BEPC by providing details of relevant field-level recruitment drives.

6. PAYMENT SCHEDULE AND PENALTY:

6.1 For Equipment Supply and Installation

Payment will be released after the satisfactory receipt of material at School Level. BEPC will provide the details of locations for supply and designated the Nodal person.

If the selected bidder fails to perform services within the stipulated time schedule, the BEPC shall, without prejudice to its other remedies under the contract, deduct from the contract price, as liquated damages, a sum equivalent to 0.5% per month of the undelivered items/value.

However, supply of at-least 20% quantity (even single or more line item) against the purchase order will be completed and submission of bill along with delivery challan, the payment of 90% amount against that bill amount shall be released. Rest 10% amount will be paid after operationalization of Labs.

Note:

1. Payment will be as per GFR Provisions.
2. All payment to the Agency will be made in Indian Rupees.
3. GST component shall be paid as applicable and as per actuals.
4. For facilitating Electronic Transfer of funds, the selected Agency will be required to indicate the name of the Bank & Branch, account no. (i.e. bank name, IFSC Code and Bank A/c No.) and forward a cheque leaf duly cancelled, to verify the details furnished. These details should also be furnished on the body of every bill submitted for payments by the selected Agency.

7. Dispute Resolution

- a) The bids and any contract resulting there from shall be governed by and construed according to the Indian Laws.
- b) All settlement of disputes or differences whatsoever, arising between the parties out of or in connection to the construction, meaning and operation or effect of this Offer or in the discharge of any obligation arising under this Offer (whether during the course of execution of the order or after completion and whether before or after termination, abandonment or breach of the Agreement) shall be resolved amicably between Department and the vendor's representative.
- c) In case of failure to resolve the disputes and differences amicably within 30 days of the receipt of notice by the other party, then the same shall be resolved as follows:
 - I. Conciliation: - All disputes or differences whatsoever arising between the parties out of or relating to the construction, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be first settled by way of conciliation and failing which, by way of arbitration in accordance with the Rules of Arbitration of the Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the parties.
 - II. The dispute shall be first referred to the Development Commissioner for

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conciliation who shall conduct conciliation proceedings which will be held at Patna, Bihar.

III. Arbitration: - In case the conciliation proceedings fail, the dispute shall be referred to the arbitration as per the Arbitration Act.

IV. All legal disputes will come under the sole jurisdiction of Patna, Bihar. The venue of the arbitration shall be Patna.

- d) The Arbitral award shall be final and binding on both the parties.
- e) Work under the contract shall be continued by the vendor during the arbitration proceedings unless otherwise directed in writing by Department unless the matter is such that the work cannot possibly be continued until the decision of the arbitrator is obtained. Save as those which are otherwise explicitly provided in the contract, no payment due, or payable by Department, to the vendor shall be withheld on account of the ongoing arbitration.

8. Termination & Blacklisting

- I. The Department may terminate this Agreement and Blacklist/Debar the vendor, in case of occurrence of any of the events specified below. In the event of such an occurrence, the First Party may give not less than 15 days written notice of termination to Second Party.
 - a) If the vendor is in material breach of its obligations pursuant to this Agreement and has not remedied the same within 15 days.
 - b) If the vendor becomes insolvent or goes into compulsory liquidation
 - c) If the vendor, in the judgement of Department, has engaged in corrupt or fraudulent practices in competing for or in executing the contract
 - d) If the vendor submits to Department a false statement which has material effect on the rights, obligations, or interests of the Department.
 - e) If the vendor places itself in position of conflict of interest or fails to disclose promptly any conflict of interest to the Department.
 - f) If the vendor fails to provide Quality services as envisaged under this Agreement.

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- g) Serious discrepancy and delay in delivery of services or the performance levels agreed upon, which might have an impact on the functioning of the Department.
 - h) Failure of the vendor mobilize manpower, follow local laws, clumsy execution of work, and total disregard to public safety and its own employees.
 - i) Failure to abide by any lawful directions of the Department.
- II. **Penalties:** - The Department may impose a suitable penalty of the vendor of the failure of such activities as mentioned above. Such penalties shall be deducted from the pending bills/bank guarantee of the vendor. However, the Department shall issue a notice given 15 days of time to the vendor before imposing such penalty
- III. **Termination Payments:** - These payments shall mean the amount of payment by either party to the other party upon termination. Upon termination of the contract, Department may encash and appropriate the performance security/bank guarantee etc. The Department may clear outstanding dues of the sub-vendors of the second party out of such encashment and/or from the pending bills of the second party. After clearing such liabilities, any valid dues of the second party may be paid thereafter
- IV. **Blacklisting without termination:** - The Department may blacklist the vendor without terminating the contract for any of the failures or acts of commissions or omissions under this Agreement.
- V. **Foreclosure with Mutual consent:** -
- a) Without prejudices to any provisions of this agreement, Department and the vendor may foreclose this agreement by mutual consent in circumstances which does not constitute either party's default without any liability or consequential future liability for either party.
 - b) Should a Party intend to foreclose this Agreement by mutual consent, the intending Party shall issue a notice to the other Party and upon issuance of such notice, the other Party may within 15 days from receipt of such notice either agree to such foreclosure or raise objection(s) to the same by intimating either of the two possible positions to the intending Party in writing.
 - c) In either case of the other Party agreeing to the proposed foreclosure or otherwise, the Parties may negotiate the proposed foreclosure and sign a Supplementary Agreement for foreclosure to the main Contract Agreement within 30 (thirty) days of the date agreeing by both Parties. Foreclosure shall not come into effect unless and otherwise Supplementary Agreement is signed.

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- d) Any attempt or endeavor for foreclosure by mutual agreement shall be without prejudice to the rights and obligations of the Parties herein and the factum of such an attempt or exercise shall not stop either of the Parties from discharging their contractual obligations under this Agreement.
- e) For the avoidance of doubt, it is clarified that such foreclosure will be without prejudice to the Vendor and shall not affect the Vendor in any way if it wishes to bid in future projects of the Department.

VI. Transition and Exit Plan:

The vendor shall ensure that the transition is smooth in case the contract is terminated or foreclosed with mutual consent. In addition to the cancellation of contract, Department reserves the right to charge appropriate penalties and liquidated damages from the selected Agency. Further: -

- a) All risks during transition stage shall be properly documented to ensure smooth transition without any service disruption.
- b) The transition plan along with the period shall be mutually agreed between vendor and Department when the situation occurs. Vendor shall be released from the project once successful transition is done meeting the parameters defined for the successful transition.

Note:- Blacklisting/Debarment of the vendor shall be natural consequence of the termination. The Blacklisting/Debarment shall be for such a period as may be specified by the Department. Provided that before placing the vendor in the blacklist, with or without the termination of the contract, the Department shall issue a notice given 15 days of time to the vendor.



Annexure-1**Detailed Scope of Work**

The proposed sectors, along with their corresponding trades/job roles, are presented below for the bidder's reference and understanding. Bidders are required to review this information carefully. Each bidder must quote consolidated prices for two trades, including their operation and maintenance for each school. As per program norms, the District Authority or School Headmaster shall select any two of the quoted trades to be offered as part of the Vocational Education program in the respective school. Bidder should prepare the Course work and Syllabus to Cover minimum 80Hrs for each trade including Exposure Theoretical and Practical.

A1.1. Selected Sector & Job Role

The successful agency shall quote for setup and operationalize the Vocational Education in any two of following Job roles at selected 555 secondary/senior secondary schools across the State:

Sector	Job Title	Topics be Trained
Electronics & HW-	Solar Panel Installation Technician and Field Technician - Wireman Control Panel	Solar Panel Installation Technician; House Wiring; Power Backup System (Inverter Installation); UPS Systems
Electronics & HW	Assistant Installation Computing and Peripherals	Electronics Systems Assembly, Repair of Cell Phones, Tablet PCs, Computer (Software, Hardware and Peripherals Installation), Smart Devices Assembling using Sub Systems, Smart Watches and Smart Glasses
Electronics & HW	Field Technician- Other Home Appliances	Air conditioner, Television, Refrigerator, Washing Machine and Sound Systems
Telecom	Telecom Technician – IoT Devices/Systems	Mobile/ Tablet Devices, IOT Devices, Networking and Fiber Rectification
IT-ITes	Web Developer	Laptop Utilization, Web Page Development
Plumbing	Plumber (General) and Aadvanced Plumbing Technician	Plumbing, Motor Repair and Operation and Maintenance of Nal-Jal-Yojana

Agriculture	Dairy Worker, Irrigation Service Technician and Gardner	Milk Storage, Milk Quality Testing, Tools and Equipment Utilization, Agriculture Pump set Operation, Sprinkler Irrigation System Technician, Crop management, Weed Management and Pesticide Utilization, Harvesting and Post Harvesting Processing
Apparel, Made-ups and Home furnishing	Specialised Sewing Machine Operator	Industrial Sewing Machine Operating, Usage of Overlock and Flatlock machines, Tools
Apparel, Made-ups and Home furnishing	Self Employed Tailor and Assistant Designer- Fashion, Home and Made-ups	Use of Sewing Machine, Tools, Fabric Cutting and Button and Zip Tailoring
Retail	Retail Sales Associate and Retail Store operations assistant	Dummy Currency, Bar Code Scanning, Inventory Management, Notice Board and Log Record Entries, Stock Management, Sale Operation
Tourism and Hospitality	Guest service associate (Housekeeping) and Food & Beverage Service - Associate	Dummy Reception Counter with Desktop and Printer, Wall Clock and Dummy Guest Registration Screens, Hotel Room Maintenance Services, Culinary Skills, Dine-In Management Procedures, Inventory Management and Log Registers, Guest Transportation Protocols

Brief Description of Each Role is Presented below to understand the expected outcomes of Vocational education:

➤ **Electronics & Hardware: Solar Panel Installation Technician & Field Technician – Wireman Control Panel**

This job role focuses on equipping students with practical skills in solar panel installation, house wiring, and the setup of power backup systems including inverters and UPS units. The training emphasizes hands-on experience in renewable energy solutions and electrical safety, preparing learners for field-level technical roles in energy and infrastructure projects.

➤ **Electronics & Hardware: Assistant Installation – Hardware Assembling, Computing and Peripherals**

Learners are trained in assembling electronic systems and repairing mobile phones, tablets, and computers. The curriculum includes both hardware (Smart Wearables) assembling and software installation, with a strong emphasis on troubleshooting and peripheral integration. This role supports the growing demand for IT hardware technicians in both urban and rural settings.

➤ **Electronics & Hardware: Field Technician – Other Home Appliances**

This role prepares students to service and maintain common household appliances such as air conditioners, televisions, refrigerators, washing machines, and sound systems. The training covers diagnostic techniques, repair protocols, and customer service essentials, enabling learners to work independently or with service centers.

➤ **Telecom : Telecom Technician – IoT Devices/Systems :**

Due to Accessibility of Mobile Phones in every House, Upgradation of Hi-Speed Communication technologies and rapidly evolving telecom sector, this job role trains students in the installation and maintenance of mobile and tablet devices and integration and communicating with IoT systems, and basic networking infrastructure. Learners also gain skills in fiber rectification and Wi-Fi device configuration, making them suitable for roles in smart device deployment and telecom support.

➤ **IT-ITeS: Web Developer**

This role introduces learners to the fundamentals of web development, including laptop usage, digital literacy, and web page design. The training emphasizes practical coding skills and user interface design, preparing students for entry-level roles in digital services and online content creation.

➤ **Plumbing: Plumber (General) & Advanced Plumbing Technician**

Students are trained in plumbing system installation, motor repair, and the operation and maintenance of water supply schemes like Nal-Jal Yojana. The curriculum blends traditional plumbing techniques with modern infrastructure requirements, enabling learners to contribute to sanitation and water access initiatives. This also aimed to create the Work Force in rural level to provide clean water to every House hold.

➤ **Agriculture: Dairy Worker, Irrigation Service Technician & Gardener**

This multi-role training covers milk storage and quality testing, use of agricultural tools, pump set operation, and sprinkler irrigation systems. Learners also gain expertise in crop and weed management, pesticide application, and post-harvest processing, aligning with the needs of sustainable agriculture and rural livelihoods.

➤ **Apparel, Made-ups & Home Furnishing: Specialised Sewing Machine Operator**

Students are trained to operate industrial sewing machines, including overlock and flatlock variants. The curriculum focuses on precision stitching, tool usage, and machine maintenance, preparing learners for roles in garment manufacturing and textile production units.

➤ **Apparel, Made-ups & Home Furnishing: Self-Employed Tailor & Assistant Designer
– Fashion, Home & Made-ups**

This role empowers learners with skills in sewing machine operation, fabric cutting, and tailoring of buttons and zippers. The training encourages creativity and entrepreneurship, enabling students to work independently or assist in design and production for fashion and home furnishing sectors.

➤ **Retail: Retail Sales Associate & Retail Store Operations Assistant**

Learners are trained in retail operations including barcode scanning, inventory management, stock handling, and customer interaction. The curriculum includes practical exercises with dummy currency and log record entries, preparing students for dynamic roles in retail outlets and store management.

➤ **Tourism & Hospitality: Guest Service Associate (Housekeeping) & Food & Beverage Service Associate**

This job role covers hotel housekeeping, guest registration, culinary service, and dine-in management. Students practice using dummy reception setups, inventory tracking, and guest transportation protocols. The training prepares them for frontline roles in hospitality, ensuring high standards of service and professionalism.

4 Vocational Trainers for Center Operationalization:

The Trainers recruited under this program are purely Out-Sourcing. The trainer should have completed at minimum an ITI/Diploma or any graduate-level degree and possess foundational expertise or trained before deployment in the relevant vocational subject as per trade. They must be capable of operating and explaining lab equipment and tools, conducting safe and supervised practical sessions, and demonstrating awareness of real-life applications in the trade. For each school to provide training 2 Trades 2 Trainers are to be provided in 555 Schools, the same will be optimized as per requirement/fund availability/ Scheme Support from SSA. Familiarity with lab safety protocols is essential, along with the ability to teach safe handling of materials and ensure a clean, organized lab environment. Additionally, the trainer should be skilled in developing simple worksheets and activities, conducting basic student assessments, and providing constructive feedback to support vocational learning outcomes. As per Samagra Shiksha Program norms each trade, for each trade, Students would be required to complete a minimum of 80 hours of work place learning or on-the-job learning. Bidder has to plan accordingly to deliver the course in discussion with School HM/ Principal as per on-going school working hours and schedule.

4.1 Minimum Salary & other conditions for Trainer in Vocational Operationalization:

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- a) The minimum gross wages/salary and related statutory compliance of the Trainer shall be as per the minimum wages act applicable in the State.
- b) The bidder shall pay the wages/salary to Trainer only through the Bank A/c. Salary and the Payment details, EPF, ESI and other statutory requirements should be fulfilled by the Bidder. Bank/NEFT/RTGS statements for salary paid to Trainer and Salary statement and other statutory returns for them should be furnished by the bidder as and when required by BEPC.
- c) The bidder shall ensure compliance with all applicable laws, local and Central, including all labour laws like ESI, EPF, Minimum Wages Act, Bihar Shops & Establishments Act, Contract Labor (Regulation and abolition) Act 1970, Payment of Bonus Act etc. and shall keep BEPC indemnified and harmless in case of any action for violation by the bidder of any of the applicable laws. For all purposes the persons deployed will be employees of the bidder and they will have no relation whatsoever with BEPC. The bidder shall be responsible to furnish all such information/documents to BEPC in this regard as may be required by it from time to time. Furthermore, the bidder shall be





responsible to furnish self-attested copies of all returns/challans filed by the bidder in the office of ESI, EPF, Minimum Wages Act, Contract Labor etc. on monthly basis to the BEPC, in case, the bidder fails to submit or not willing to submit the copies of returns, BEPC shall be entitled to stop the payments till the submissions of the returns.

- d) Trainer is allowed to take 16 leaves per year with information to respective Nodal Officer of vocational Center. In case, an Trainer is absent more than 10 days in any month, the bidder needs to arrange alternative Trainer failing which a penalty of Rs. 200/- per working day would be levied on bidder for each day exceeding 10 days the Trainer is absent.

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ANNEXURE 2: LETTER OF SUBMISSION

(On the letterhead of the bidder)

To,
The State Project Director,
Bihar Education Project Council,
Shiksha Bhawan,
Bihar Rashtrabhasha Parishad Campus,
Saidpur, Patna - 800 004.
e-mail: etenderbepc@gmail.com

Sir,

Ref: - Request for Proposal (RFP) for Establishment and Operationalization of VE in Government Secondary/Senior Secondary Schools

We have read and understood the Request for Proposal (RFP) in respect of the captioned Assignment provided to us by Department of Education.

We hereby agree and undertake as under:

- a. Notwithstanding any qualifications or conditions, whether implied or otherwise, contained in our Proposal we hereby represent and confirm that our Proposal is unqualified and unconditional in all respects.
- b. This Proposal is valid till (90 days from the Proposal Due Date). RFP can be download from the website <https://eproc2.bihar.gov.in>
- c. Bidder shall submit, along with their bids, EMD of Rs. XXXXXXXXXX/- (Rupees XXXXXXXXXXXXXX only) in the form of Bank Guarantee issued by the Schedule Bank, in favor of the "State Project Director, Bihar Education Project Council.
- d. That as on the date of submission of this tender, there is no blacklisting order that bars us from working with any Government Agency / Department on account of deficiency in service.

Name of the Bidder

Date: -

Signature of Authorized Signatory



ANNEXURE – 3: Experience as per Pre-Qualification and Technical Qualification Criteria

Sl	Name of Client	Location	Description of work	Value of Contract/ Work in Rs.	Duration (Start date- Completion date)
1					
2					
3					

NOTES:

- Each of the listed works shall be supported with the copy of work order & other documentary evidences as per the eligibility and technical evaluation criteria.
- Non-disclosure of any information in the schedule will result in disqualification of the firm

Signature of the applicant/Authorized
Representative of Agency with Seal/Stamp




ANNEXURE – 4: FORMAT FOR FINANCIAL PROPOSAL

(On the letter head of the bidder)

To,
The State Project Director,
Bihar Education Project Council,
Shiksha Bhawan,
Bihar Rashtrabhasha Parishad Campus,
Saidpur, Patna - 800 004.
e-mail: etenderbepc@gmail.com

Sub: - Request for Proposal (RFP) for Establishment and Operationalization of VE in Government Secondary/Senior Secondary Schools

Sir,

We are pleased to quote the price as below. We have reviewed all the terms and conditions of the 'Request for Proposal' and confirm that, we would abide by all the terms and conditions. We hereby declare that there shall be no deviations from the stated terms in the RFP.

We further declare that, any State Government, Central Government or any other Government or Quasi Government Agency has not barred us or blacklisted from participating in any Bid.

Our Financial Quote for the for Request for Proposal (RFP) for the Establishment and Operationalization of VE in Government Secondary/Senior Secondary Schools is INR (in figures) XXXXXXXXXXXXX (INR XXXXXXXXXXXXX in Rupees). This amount includes all charges and taxes but is exclusive of GST which shall be payable at prevailing rates.

We abide by the above offer/quote and terms condition of the RFP, if the BEPC, Bihar selects us as the Selected Bidder/Agency. If our offer is accepted and if we fail to perform in the manner as specified in the RFP Document, the amount of Bid Security, as aforesaid, shall stand absolutely forfeited to the BEPC, Bihar without prejudicing the rights of the BEPC, Bihar to proceed further in any manner it deems fit. Until a formal Agreement is prepared and executed between us, this bid, together with your LOI, shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any bid that you may receive. We declare that the information stated above and enclosed is complete and absolutely correct and any error or omission therein, accidental or otherwise, as a result of which our bid is found to be nonresponsive, will be sufficient for the BEPC, Bihar to reject our bid and forfeit our bid security in full.

Name

Sincerely,

Name of the Firm/Agency

Designation and Address

Mobile and Email

Date: -

**Signature of the applicant/ Authorized Representative
of Agency with Seal/Stamp**



ANNEXURE – 5: Financial Bid Format**Financial Quote for Establishment and Operationalization of VE in Government Secondary/Senior Secondary Schools as per Annexure-I****1. Non-Recurring Cost (A)**

S. No	Particulars	Name of Trade/Job role	Total Quantity	Rate per Unit/School	GST	Total Price Per Unit / School Including GST	Total Price Including GST
1	2		3	4	5	6 = 4+5	7 = 3 X 6
1.	Consolidated Cost for any 2 Trade/Job Role (Tools equipment and furniture) (Including raw materials, hands on skill training to students, relevant resource persons and contingencies related to vocational courses for new schools.)		555				
Total Non-Recurring (A)			555				

2. Recurring Cost (B)

S.No	Particulars	Total Number Trainers	Rate for one trainer /School per annum	GST	Total Price Per Unit/ School per Annum Including GST	Total Price Including GST
1	2	3	4	5	6 = 4+5	7 = 3 X 6
1	Operationalization of VE for 2 trade/Job role	1110				
Total Recurring (B)						

Note:

- GST shall be payable at the prevailing rates.
- The bidder can quote for any two of the trades among the following
- L1 will be decided on the basis of the total (A+B) of Non-Recurring & Recurring Cost for each job role.




ANNEXURE 6 : FORMAT FOR EMD

Whereas (Hereinafter called "the Bidder") has submitted its bid dated for Bihar Education Project Council RFP **Reference No.** **dated** **for** **(Project Name).**

KNOW ALL MEN by these presents that WE OF Having our registered office at (Hereinafter called "the Bank") are bound unto The STATE PROJECT DIRECTOR-BEPC (hereinafter called "the Purchaser") in the sum of INR /- (..... Only) for which payment will and truly to be made of the said Purchaser, the Bank binds itself, its successors and assigns by these present.

THE CONDITIONS of the obligation are:

1. If the Bidder withdraws his bid during the period of bid validity specified by the Bidder on the Bid form or
2. If the Bidder, having been notified of the acceptance of his bid by the Purchaser during the period of bid validity

(a) Fails or refuses to execute the Contract, if required; or

(b) Fails or refuses to furnish the Performance Security, in accordance with the instructions to Bidders.

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 and any demand in respect thereof should reach the Bank not later than the specified date/dates.

witness
Address of witness

Signature of the Bank
Authority. Name
Signed in Capacity of Name & Signature of
Full address of Branch
Tel No. of Branch
Fax No. of Branch

 

ANNEXURE 7: FORMAT FOR PBG

To,
The State Project Director,
Bihar Education Project Council,
Shiksha Bhawan,
Bihar Rashtrabhasha Parishad Campus,
Saidpur, Patna - 800 004.
e-mail: etenderbepec@gmail.com

Whereas Bid (hereinafter called "the Bidder") has submitted its Bid dated (date of submission of Bid) for " (Name of Project) in consonance with the RFP Reference No. BEPC/..... Dated (e-Tender No.)) issued by the BEPC, Patna, (hereinafter called "the Bid"].

Whereas as per RFP Clause 3.22 of the Bid, the bidder is required to furnish a Bank Guarantee as Performance Security from a scheduled bank (Bank Guarantee).

In consideration of the fact that the Bidder is our valued customer and the fact that he has submitted the Bid, we, (name and address of the bank), (hereinafter called "the Guarantor Bank) has agreed to bind ourselves, our successors, and assigns to irrevocably issue this Bank Guarantee and guarantee as under

NOW THIS GUARANTEE WITNESSED:-

1. If the Bidder

having been notified of the acceptance of its Bid by the State Project Director, Bihar Education Project Council (BEPC), Patna

(a) during the period of Bid Proposal validity:

(b) fails to perform as per the contract obligations

The Guarantor Bank shall immediately on demand pay the State Project Director, Bihar Education Project Council (BEPC), Patna, without any demur and without the State Project Director, Bihar Education Project Council (BEPC), Patna having to substantiate such demand a sum of Rs. (-----) only (Guaranteed Amount).

2 The Guarantor Bank will make the payment of the Guaranteed Amount forthwith on the demand made by the State Project Director, Bihar Education Project Council (BEPC), Patna notwithstanding any objection or dispute that may exist or arise between the State Project Director, Bihar Education Project Council (BEPC), Patna, and the Bidder or any other person.

3 The demand of the State Project Director, Bihar Education Project Council (BEPC), Patna on the Guarantor Bank for the payment of the Guaranteed Amount, shall be deemed as the final proof of fulfilment of the conditions stipulated in (1) above,

4. This Guarantee shall be irrevocable and shall not be discharged except by payment of the above amount by us to the State Project Director, Bihar Education Project Council (BEPC), Patna and our liability under this Guarantee shall be restricted to the Guaranteed Amount being Rs.() only.




5. If it is necessary to extend this Guarantee on account of any reason whatsoever, we undertake to extend the period of this Guarantee on the request of the Bidder under intimation to the State Project Director, Bihar Education Project Council (BEPC), Patna.

6. To give full effect to the Guarantee contained herein, the State Project Director, Bihar Education Project Council (BEPC), Patna shall be entitled to act as if the Guarantor Bank is the principal debtor in respect of claims against the Bidder and the Guarantor Bank hereby expressly waives all its rights of suretyship and other rights, if any, which are in any way inconsistent with any of the provisions of this Guarantee.

7. Any notice by way of demand or otherwise may be sent by special courier, telex, fax, registered post or other electronic media to our address as afore-said and if sent by post, shall be deemed to have been given to us after expiry of 48 hours when the same has been posted.

8. Our liability under this Guarantee will continue to exist until a demand is made by the State Project Director, Bihar Education Project Council (BEPC), Patna in writing up to dated, and any demand in respect thereof should reach the Bank not later than the above date.

Dated this day

Yours faithfully,

For and on behalf of the Guarantor Bank,

(Signature)

Designation

(Address and Common Seal of the bank)

Note: To be executed at the time of Signing of Contract by the Selected Vendor



ANNEXURE 8: LIST OF EQUIPMENTS

To Fulfill the project objectives and to deliver the trades specified in Annexure-I, the bidder shall supply and install the following equipment corresponding to each trade, as detailed below.

**Electronics & HW: Solar Panel Installation Technician and Field Technician - Wireman
Control Panel**

Proposed Minimum Equipment:

S.No	Equipment	Quantity
1	Solar Panels: each 500 Watt or above	2
2	Inverter: 1 KW with Battery	1
3	Solar Related Accessories and installation Set	1
4	Battery Terminal Connectors	4 Sets
5	Multimeter	3
6	PVC Insulated Cable 2.5 sq mm (Red & Black – 90m each)	2 rolls
7	PVC Insulated Copper Wire- 1.5 Sqmm RBG – rolls of 100 mtrs	3 rools
8	Switches and Sockets (6A and 16Amp)	12
9	Bulb Holders	3
10	MCBs (6A/16A Single Pole)	5/5
11	MCB Distribution Box with MCB	1
12	Safety Gloves	10 Sets
13	Tool Set	2

Electronics & HW: Assistant Installation Technician – Computing & peripherals**Proposed Minimum Equipment:**

S.No	Equipment	Quantity
1	Laptop: 14” or above, i3 Processor, 8GB RAM, 256 GB Storage, Preloaded Windows Home.	1
2	Printer: Laser Jet, Integrated Toner and cartridge, Wi-Fi	1
3	Wi-Fi Router: Dual Band, 5 dBi Antenna	1
4	Mobile Phone: : 6 inches display, 4G LTE or above, 4GB RAM and 64GB Memory, 8MP + 5MP camera, OS: android/IOS, USB-C	3
5	Tablet: 8.7 inches display, 4G LTE or above, 4GB RAM and 64GB Memory, 8MP + 5MP camera, OS: android/IOS, USB-C	2
6	Smart Wearables (Glasses/Smartwatches) Assembling and Repair	5
7	Portable Electronics- 60W Speakers	3
8	Mobile Repair Setup with Tools	1
9	Hardware Assembler Bench with Subsystems of and Product Manuals	1
10	Assembling Equipment along with necessary accessories	1 set
11	Computer Software Installation- Microsoft Windows Home/SL, Office A3/A1 with Microsoft Authorization (5 Users) , Antivirus Installation	1 set
12	Network Tools with Equipment	2 Set

Electronics & Hardware : Field Technician (Air Conditioner & Home Appliances)**Proposed Minimum Equipment:**

S.No	Equipment	Quantity
1	AC: 1 Ton	1
2	Refrigerator: Capacity 205 Ltr, Refrigerant R600A, 20L Vegetable Tray Puff Insulation Thickness 75mm to 80mm Hygiene + Inverter technology; Advanced Capillary Technology	1
3	Smart TV-32" Inch or above with Sound System	1
4	Washing Machine-Semi Automatic 11 Kg or Above	1
3	Installation, Repair tools and Accessories	1 Set

Telecom – IoT Devices/Systems Technician**Proposed Minimum Equipment:**

S.No	Equipment	Quantity
1	Smartphones: 6 inches display, 4G LTE or above, 4GB RAM and 64GB Memory, 8MP + 5MP camera, OS: android/IOS, USB-C	4
2	Tablet PC: 8.7 inches display, 4G LTE or above, 4GB RAM and 64GB Memory, 8MP + 5MP camera, OS: android/IOS, USB-C	4
3.	Smart IoT Home Devices	3 Set
4.	Networking patch cable: 30 meters	1
5.	Fiber Optic Cable (Demo Roll)	100mtrs
6.	Fiber Power Meter	1
7.	Repairing Equipment along with necessary Accessories	1 Set

IT-ITes: Web Developer**Proposed Minimum Equipment:**

S.No	Equipment	Quantity
1	Laptop: 14" or above, i3 Processor, 8GB RAM, 256 GB Storage, Preloaded Windows Home/SL	3

2	Open-Source tools for design of web page: Software: Code Editor (VS Code / Sublime); Browser Stack / GitHub; Canva / Figma (Free Tier); WordPress CMS	3
3.	Authenticator Application: Hands on training for secure logins	3
4.	Repairing Equipment along with necessary accessories	1 set

Plumbing: Plumber (General): Plumber (General) and Advanced Plumbing Technician

Proposed Minimum Equipment:

S. No.	Equipment	Qty
1	Plumbing Tools & Kits: Pipe wrenches (6", 12", 18"), Adjustable spanners, Hacksaws, Pipe cutters, Pipe threading dies (½"-2"), Complete plumber's tool kits	5 sets
2	Plumbing Training Setup: PVC pipes & fittings (½"-2"), GI pipes & fittings, Sanitary fittings (wash basin, sink, taps, flush tank, shower), 500 L water tank, Plumbing training frame	1 set
3	Safety & Protective Gear: Helmets, Gloves, Shoes, Goggles, First Aid Kits	5 sets
4	Miscellaneous & Consumables: PTFE tapes, Sealants, Adhesives, Lubricants, Tool storage cabinets, Fasteners & clamps	1 set

Agriculture: Dairy Worker, Irrigation Service Technician and Gardner

Proposed Minimum Equipment:

S.No	Equipment Description	Qty
1	Cream Separator (20 LPH, 5L tank or higher)	1
2	Mini Pasteurizer (5L or higher)	1
3	Stainless Steel Milk Can (5L or higher)	4
4	pH Meter	1

5	Lactometer Set	1
6	Digital Weighing Scale (5–10kg)	1
7	Record Keeping Register	1 set
8	Centrifugal Pump (Demo Unit)	1
9	Submersible Pump (Demo Unit)	1
10	Tool Kit (Spanners, Pliers, Screwdrivers, Grease Gun + Oil)	2 sets
11	Pressure Gauge (Analog)	2
12	Testing Equipment: Multimeter, Clamp Meter, Megger	2 sets
13	Bearing Puller Set	1
14	Workbench with Vice	1
15	Drip & Sprinkler Units (Demo Setup)	1 set
16	Safety Gear (Gloves, Goggles, Apron) – Irrigation	1 set
17	Gardening Tools (Hand pruners, khurpis, hoes, rakes, trowels)	15 mixed
18	Nursery Supplies (Seedling trays, potting mix, polybags)	25
19	Watering Equipment (Cans & Sprayers – 5 each)	10
20	Compost Bins (Plastic, for organic waste)	2
21	Safety Gear – Gardening	5 sets
22	Spray Pump – 5L	2
23	Organic Fertilizer Pack – 5Kg	2
24	Shade Net – 20x30 Mtr	1

Apparel – Self Employed Tailor and Assistant Designer- Fashion, Home and Made-ups

Proposed Minimum Equipment:

Sl. No.	Description	Quantity
1	Sewing Equipment: Manual Sewing Machines- Flat bed zig zag machine, Snap on pressure foot, 9 stitch functions, Single touch reverse stitch, Auto tripping bobbin winder, 2 dials for pattern selector & stitch length control, Open type	2

	shuttle, Maximum zig-zag width – 5 mm, Maximum stitch length – 4 mm	
2	Tools: Fabric scissors, rotary cutters, measuring tapes	5
3	Draft Materials: Pattern paper rolls, rulers, French curves	5 of each
4	Textile Samples: Cotton, silk, denim, synthetic swatches- 20 Mtr Each	2 sets
5	Safety Gear	5 Set
6	Other Accessories: Thread cones, zippers, buttons, setup tools etc	10 sets

Apparel – Specialised Sewing Machine Operator**Proposed Minimum Equipment:**

Sl. No.	Description	Quantity
1	Advanced Sewing Machines: Overlock machine	2
2	Advanced Sewing Machines: Flatlock machine	5
3	Tools: Fabric scissors, rotary cutters, measuring tapes	
3	Draft Materials: Pattern paper rolls, rulers, French curves	5 of each
4	Textile Samples: Cotton, silk, denim, synthetic swatches- 20 Mtr Each	2 sets
5	Safety Gear	5 Set
6	Sewing Machine Accessories Tool Kit	4 sets

Retail – Retail Sales Associate and Retail Store operations assistant**Proposed Minimum Equipment:**

Sl. No.	Description	Quantity
1	Barcode Scanner – USB or wireless	1
2	Computer: 21” Monitor, i3 Processor, 8GB RAM, 256GB Storage, 92% Power Efficiency, Microsoft Home/SL, Microsoft M365A3	
2	Retail Display Rack – Shelving for product arrangement	2

h 12

3	Demo Products – Packaged goods, apparel, accessories	10
4	Uniforms – Aprons, name tags, caps	10
5	Training Manuals – Retail SOPs, customer service guides	10
6	Role-play Props – Dummy currency, shopping bags, receipts	30
7	Whiteboard & Markers – For instruction and sales mapping	1
8	QR Code/ Digital Wallet Dummy	1

Tourism & Hospitality – Guest service associate (Housekeeping) and Food & Beverage Service
- Associate

Proposed Minimum Equipment:

Sl. No.	Description	Quantity
1	Housekeeping Trolley (Demo Unit) – With compartments	1
2	Cleaning Tools – Mops, dusters, brushes, spray bottles	10
3	Linen Sets – Bedsheets, pillow covers, towels (demo)	5
4	Guest Room Setup Props – Dummy toiletries, slippers, amenities	5
5	Uniforms – Aprons, gloves, caps, name tags	5
6	Training Manuals – SOPs, checklists, etiquette guides	10
7	Role-play Props – Dummy feedback forms, service logs	5
8	Register Books	2
9	Round Wall Clock	3

Note: The items and quantities mentioned are core requirements for delivering each trade and are supplied accordingly. In addition to these additional miscellaneous items, accessories and consumables shall be provided as needed to operate the selected trade effectively.