

Notice Inviting Tender (NIT) for hiring of Agency/Service Provider for deployment of
“Block ICT Coordinators” under ICT@BRC scheme of “SAMAGRA SHIKSHA”



Bihar Education Project Council

Shiksha Bhawan,
Bihar Rashtrabhasha Parishad Campus,
Saidpur – 800 004

e-Tender RFP Reference No: BEPC/ BRC-ICT/2025-26/.....
Dated 13/06/2025

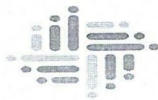
NOTICE INVITING TENDER (NIT)

For

Selection of Agency/Service Provider for hiring and
deployment of “Block ICT Coordinators” in all 534 CD
blocks & 3 Urban block units of Bihar on a turn-key basis.

e-Procurement Mode Only

<https://www.eproc2.bihar.gov.in>



समग्र शिक्षा
Samagra Shiksha

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**Section – 1
BACKGROUND**

- I. The Bihar Education Project Council (BEPC), popularly known as Bihar Education Project (BEP) was established in the year 1991 with the purpose of bringing about quantitative and qualitative improvement in the school education system in Bihar.
- II. The Department of Education, Govt. of Bihar is responsible for preserving the glorious history of the State as used to be in the Golden Era of Nalanda University and Vikramshila University. The department is concerned with providing education and setting up related frames and infrastructure across the State. With Five Directorates and several apex bodies, the Department has been working to create a facilitative environment in which youth, women and others would explore their knowledge and skills by pursuing primary, secondary, higher and mass education.
- III. The strength of the state is not only the revenue it generates but also the education and the character of the people it maintains. Hence, Department of Education, Govt. of Bihar has been functioning hard with the ultimate aim to regain its past glory in the field of education so that the State can retain the meaning of Bihar i.e. walk ahead with confidence and prosperity spreading the light of knowledge as used to be in Buddha's era.
- IV. Under ICT & Digital Initiative Scheme of "Samagra Shiksha", the State has established substantial number of ICT Labs, Smart Classrooms and Digital Library in Upper Primary and Secondary/Higher Secondary Schools across the State. Further, the State is in the process of setting up such digital infrastructure to promote ICT for Quality Education and achieving learning outcomes, equity through technology, ICT for Teacher Empowerment and ICT for data capture, analysis and Management. This would pave way to access One Nation, One Digital Platform namely DIKSHA.
- V. Above digital infrastructure(s) is presently accessed and used by the Students and Teachers of the respective schools with the help of ICT Instructors and Computer Science Teachers/Computer Knowing Teachers. Further, the State is in the process of setting up such digital infrastructure at the BRC/Urban BRC level to promote ICT. However, there is no manpower support at the BRC/Urban BRC for operating, maintaining, monitoring, reporting and coordinating of various ICT/Digital & others activities at District Levels.
- VI. As such there is need of deploying Block ICT Coordinators at each of the Blocks/Urban Blocks across 38 districts of the State to implement, monitor, report and coordinate the various ICT & others activities at the Block levels.
- VII. The Objective of this e-NIT is to select technically competent and commercially competitive Agency/bidder who can deploy technically competent persons at the Block level to accomplish the desired tasks related with Digital & ICT Initiatives being implemented by the department.
- VIII. To participate in the e-tendering process, the bidder/agency are required to get themselves registered with Bihar Government Centralized e-Procurement portal, i.e.,

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<https://eproc2.bihar.gov.in>. The bidder may contact the helpdesk at the following address, “e-Proc 2.0 Help Desk Address: mjunction services limited RJ Complex, 2nd Floor, Canara Bank Campus, Khajpura, Ashiana Road, P.S. - Shastri Nagar, Patna 800 014, Bihar, Toll Free Number: 1800 572 6571, Email Id: eproc2support@bihar.gov.in Working Hours: 8AM to 7PM (All days in week except few selected state holidays)” or may visit the link <https://eproc2.bihar.gov.in> and also inform this to BEPC.

- IX. Tenderer may also download the tender documents (a complete set of documents is available on website) from e-Procurement Portal (<https://eproc2.bihar.gov.in>) and submit its tender by using the downloaded document.

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Schedule of Events

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/BRC-ICT/2025-26/ <u>2572</u> , Dated <u>13</u>/06/2025. Available for download from <u>14</u>/06/2025, 11:00 AM onwards till <u>05</u>/07/2025, 4:00 PM on the e-Procurement Portal (https://eproc2.bihar.gov.in)
3	Last date for submission of written queries for clarifications	<u>20</u>/06/2025, 5:00 PM Email: etenderbepc@gmail.com
4	Date of pre-bid conference	<u>21</u>/06/2025, 12:30 PM through online mode Google Meet joining info Video call link: https://meet.google.com/tnt-yoe-e-kzs e-mail: etenderbepc@gmail.com e-mail: etenderbepc@gmail.com
5	Release of response to clarifications	<u>23</u>/06/2025, 5:00 PM
6	Last date of submission of bid	<u>05</u>/07/2025, 4:00 PM
7	Last date of submission of Hard copy of original affidavit at BEPC	<u>05</u>/07/2025, 4:00 PM
8	Opening of Technical Bids	<u>05</u>/07/2025, 4:30 PM
9	Opening of Financial Bids	To be intimated
10	Bid Validity	Proposals/Bids must remain valid for 120 days from the date of opening of financial bid.
11	Earnest Money Deposit	The bidder is required to submit Earnest Money Deposit amounting to Rs. 25,00,000/- (Rupees Twenty Five Lakhs)
12	Method of Selection	Least Cost Method (L1)
13	Contact person for queries	Administrative Officer, Bihar Education Project Council, Shiksha Bhawan, Bihar Rashtra Bhasha Parishad Campus, Saidpur - 800 004. e-mail : etenderbepc@gmail.com

Note:-

- Interested bidders may obtain further information about this Notice Inviting Tender (NIT) from the office of the State Project Director, BEPC.*
- No tender will be accepted after closing date and time in any circumstances.*
- BEPC reserves the right to amend document for RFP, schedules and critical dates. It is sole responsibility of the bidder to check <https://eproc2.bihar.gov.in> from time to time for any updated information. No communication in writing or through 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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- I. The tender would be accompanied by Earnest Money Deposit (EMD) through online mode only. Tenders without EMD shall be summarily rejected.
- II. Tender Processing Fee (TPF) amount to be paid through e-Payment mode (i.e. NEFT-RTGS, Internet Banking, Credit / Debit Card) only, as per BELTRON to the agency empaneled by the Government of Bihar for centralized e-Procurement.
- III. The technical and financial bids must be submitted/uploaded through e-Procurement Portal (<https://eproc2.bihar.gov.in>) before the date and time specified in the NIT. The BEPC doesn't take any responsibility for the delay / Non-Submission of Tender / Non-Reconciliation of online Payment caused due to Non availability of Internet Connection, Network Traffic/ Holidays or any other reason."
- IV. The bidders shall submit/upload their eligibility and qualification details, Certificates as mentioned in the tender document, in the online standard formats given in e-Procurement Portal <https://eproc2.bihar.gov.in> at the respective stage(s) only.
- V. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria / technical bids and other certificate /documents in the e-Procurement Portal <https://eproc2.bihar.gov.in>.
- VI. All prospective bidders may attend the Pre-bid meeting. The venue, date and time are indicated in Schedule of Events.
- VII. The hard (Physical) copy of the Original copy of Affidavit, should be sent to the State Project Director, Bihar Education Project Council, Shiksha Bhawan, Bihar Rashtrabhasha Parishad Campus, Saidpur – 800 004." by Registered Post/ Speed Post or by hand. It must reach the above said address on or before the date & time indicated in Schedule of Events, failing which the tenders will be treated as late tender and would be summarily rejected.
- VIII. The EMD should be deposited on-line on or before the scheduled time as indicated in Schedule of Event Sl. 9 above, failing which the tenders will be treated as late tender and would be summarily rejected.
- IX. BEPC reserves the right to accept or reject any or all bids or change the terms and condition of NIT or cancel the NIT without assigning any reasons thereof at any stage and time.
- X. All further notifications/Corrigendum/Addendum, if any shall be posted on e-Procurement Portal <https://eproc2.bihar.gov.in> and shall be binding on all the bidders.

Disclaimer: Please note, in the "Estimated value box" on the e-Procurement Portal <https://eproc2.bihar.gov.in>, "Zero" has been mentioned, by the BEPC. The actual value of the project depends on the L1 rate decided by this tender and therefore due to this, it has been mentioned "Zero". However, the bidders will be required to do financial estimations on their own and quote the bids based on the terms and conditions mentioned in the tender document.

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Section – 2

INSTRUCTIONS TO BIDDER (ITB)

I. General Instructions

- (a) The bidder should prepare and submit its offer as per instructions given in this section.
- (b) Instructions/ Guidelines for tenders for electronic submission of bids online have been mentioned below for assisting the prospective bidders to participate in e-tendering.
- (c) **Registration of Bidder:** To participate in the e-tendering process, the bidders/agencies are required to get themselves registered with Bihar Government Centralized e-Procurement Portal, i.e. <https://eproc2.bihar.gov.in>, shall contact the helpdesk at the following address, “eProc 2.0 Help Desk Address: mjunction services limited RJ Complex, 2nd Floor, Canara Bank Campus, Khajpura, Ashiana Road, P.S. - Shastri Nagar, Patna 800 014, Bihar, Toll Free Number: 1800 572 6571, Email Id: Working Hours: 8AM to 7PM (All days in week except few selected state holidays)” or may visit the link <https://eproc2.bihar.gov.in> and also inform this to BEPC. The prospective bidder is required to click on the link for e-Tendering site as given on the BEPC web portal.
- (d) **Digital Signature certificate (DSC):** Each bidder is required to obtain a class-II or Class-III Digital Signature Certificate (DSC).
- (e) The bidder can search & download NIT & Tender Documents electronically from computer once he logs on to the eProcurement Portal <https://www.eproc2.bihar.gov.in> using the Digital Signature Certificate. This is the only mode of collection for Tender Documents.
- (f) **Submission of bids:** Bids are to be submitted through online mode to the e-Procurement Portal <https://eproc2.bihar.gov.in> at a time for following activities – one while uploading documents for submission of technical bid & the other at the time of submission of Financial bid before the prescribed date & time as mentioned in Clause 1.X in Notice Inviting Tender(NIT) using the Digital Signature Certificate (DSC). The documents will get encrypted (transformed into non-readable formats).
- (g) Before preparing the tender and submitting the same on the eProcurement Portal <https://eproc2.bihar.gov.in>, the bidder should read and examine all the terms & conditions, instructions, checklist etc. contained in the Tender Documents. Failure to provide required information or to comply with the instructions incorporated in these Tender Documents may result in rejection of tender(s) submitted by bidders.
- (h) The tenders which are for only a portion of the components of the job /service shall not be accepted. (The tenders /bids should be for all components of the job /service.).
- (i) The technical bid (technical and financial details of the bidder/agency) shall be submitted before the last date & time of submission in online mode only. Tenders submitted after the stipulated date & time (closing date and time for uploading the tender and submission of hard copy affidavit only (Physical) as mentioned in the RFP shall not be considered and would summarily be rejected.

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II. Inspection of Site/Location

The interested bidder may inspect few locations where the manpower services are to be rendered on any working days between 10.00 AM TO 5.00 PM till last date & time of downloading the RFP. The Bihar Education Project Council (BEPC) shall not be liable for any expenditure incurred for such inspection or in the preparation of the bid(s).

III. Tendering Expense

The bidder shall bear all costs and expenditure incurred and/or to be incurred by it in connection with its tender including preparation, mailing and submission of its tender and subsequently processing the same. The Bihar Education Project Council (BEPC), in no case be responsible or liable for any such cost, expenditure etc. regardless of the conduct or outcome of the tendering process.

IV. Language of the tender

The tender submitted by the bidder and documents relating to the tender shall be written in the English language. However, the language of any printed literature furnished by the bidder in connection with its tender may be written in any other language provided the same is accompanied by an English translation and, for purposes of interpretation of the tender, the English translation shall prevail, however, if the language of any of the printed document(s) submitted by the bidder is/are in "Hindi" language, then there is no need for providing an English translation of the same document, for interpretation.

V. Amendments to the tender document

- (a) At any time prior to the deadline for submission of tenders, the BEPC may, for any reason deemed fit by it, modify the Tender Documents by issuing suitable amendment(s) to it.
- (b) Such an amendment will be notified on eProcurement Portal <https://eproc2.bihar.gov.in> and the same shall be binding to all prospective Bidders.
- (c) Any bidder who has downloaded the tender document should watch for amendment, if any, issued on the above eProcurement Portal <https://eproc2.bihar.gov.in> and the BEPC will not issue separate communication to them. The BEPC shall not be responsible in any manner if prospective Bidders miss any notifications placed on mentioned eProcurement Portal <https://eproc2.bihar.gov.in>.

VI. Pre-Bid Meeting

- (a) In order to provide response to any doubt regarding terms and conditions, scope of work and any other matter given in the tender document, a pre-bid meeting has been scheduled to be held on fixed date & time as specified in schedule of events.
- (b) All enquiries related to this NIT must be directed in writing exclusively to the address as mentioned in the Schedule of events. The bidder (s) shall have to mandatorily submit their bid queries through e-mail (etenderbepc@gmail.com) in the following format only:

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S.No.	Bidder Name	NIT/RFP Section No.	Page No., Para No.	NIT/RFP's Existing Clause	Bidder's Queries
1					
2					
n...					

- (c) Department will endeavor to provide a timely response to all received enquiries and would provide information to the extent it is currently available to the best of the knowledge. However, any queries received after the prescribed timelines or not in the above format shall not be accepted or entertained.
- (d) During the pre-bid meeting, the clarification sought by representative of prospective bidders shall be responded appropriately. However, they shall clarify and will be asked to submit their written request by close of office next day. The Bihar Education Project Council (BEPC) shall upload written response on the e-Procurement Portal <https://eproc2.bihar.gov.in> to such requests for clarifications, without identifying its source. In case required, amendments shall be issued, which shall be binding on all prospective bidders.

VII. Earnest Money Deposit (EMD)

- (e) The tender shall be accompanied by Earnest Money Deposit (EMD) for the sum of Rs. 25,00,000/- (Rupees Twenty Five lacs) only and should be paid only through online mode.
- (f) It may be noted that no bidder is exempted from deposit of EMD. Tenders submitted without EMD would be summarily rejected.
- (g) The EMD of unsuccessful bidder will be returned to them without any interest, after conclusion of the resultant contract. The EMD of the successful bidder will be returned without any interest, after receipt of performance security from the selected bidder as per the terms of contract.
- (h) Earnest money is required to protect the BEPC against the risk of the Bidder's conduct, which would warrant the forfeiture of the EMD.
- (i) The EMD/ Bid Security shall be forfeited by the BEPC hereunder or otherwise, under the following conditions:
- If a bidder engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice, or restrictive practice
 - If a bidder withdraws its bid during the period of bid validity as specified in this bid document and as extended by the BEPC from time to time.
 - In the case of selected bidder, if it fails within the specified time limit to sign the contract and/or to furnish the Performance Security before signing the contract

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agreement within the period prescribed in the Letter of Intent (LoI).

VIII. Preparation of Tender

(a) The Bidding documents shall be submitted in the mode as mentioned below: -

(1) Earnest Money Deposit (EMD)	Online Mode Only
(2) Technical Bid	Online (Cover-Technical Stage)
(3) Financial Bid(s)	Online (Cover-Cost Bid Stage)
(4) Original copy of Affidavit	Offline

- (b) Bidders are requested not to submit the hard copy of Financial Bid. In case the hard copy of financial bid is submitted the tender shall be straight away rejected. Also, uploading of the financial bid in prequalification bid or technical bid will result in rejection of the tender.
- (c) The tender documents shall be duly signed by the authorized person duly approved by the appropriate authority at the appropriate places as indicated in the tender documents and all other pages of the tender including printed literature, if any shall be initialed by the same person(s) signing the tender. The tender shall not contain any erasure or overwriting, except as necessary to correct any error made by the bidder and, if there is any such correction; the same shall be initialed by the person(s) signing the tender. The entire document being part of tender document should be page numbered. The Authorization Letter shall also be furnished along with the tender.
- (d) A person signing (manually or digitally) the tender form or any documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to bind such other persons and if, on enquiry, it appears that the persons so signing had no authority to do so, the BEPC may, without prejudice to other civil and criminal remedies, cancel the contract and hold the signatory liable for all cost and damages.
- (e) **Prices are to be quoted in the financial Bid format in online mode only.** The financial bid submitted in any other format will be treated as non-responsive. The bidder will be required to download the financial bid file, from e-tendering portal and quote the prices in prescribed format before uploading it. The bidder shall quote prices in all necessary formats. All blue areas of the financial bid sheet, shall be filled by the bidder. The white areas of the financial bid shall not be modified/edited by the bidder. The bidder(s) shall not rename the financial bid files downloaded. If an agency/bidder quotes, “Nil” charges in consideration, the bid shall be treated as unresponsive and shall not be considered.
- (f) The Original copy of Affidavit shall be submitted in physical form as mentioned above, and a scanned copy of the same, must be submitted in the online mode.
- (g) **The bidder must submit self-attested copies of the documentary evidence as required in the Eligibility/Pre-Qualification criteria through online mode on e-Procurement Portal <https://eproc2.bihar.gov.in> as detailed in the ELIGIBILITY CRITERIA section.**

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In addition, the bidder must upload following documents required for evaluation:-

- a) Particulars of the bidders
- b) Self-declaration – No Blacklisting undertaking

IX. Tender Submission

- (a) The Bihar Education Project Council (BEPC) will open the tenders at the date and time as per schedule mentioned of the Notice Inviting Tender (NIT). In case the specified date of tender opening falls on / is subsequently declared a holiday or closed day for the Bihar Education Project Council (BEPC), the tenders will be opened in online mode, on the next working day.
- (b) Technical evaluation of the Bid will be done on the basis of technical qualification criteria and documents mentioned (TECHNICAL BID) in Mandatory Documents Link present in the eProcurement Portal <https://eproc2.bihar.gov.in> failing which the bid will not be considered for technical evaluation.
- (c) The technical evaluation shall be done only on the basis of documents/papers submitted by the bidder on e-Procurement Portal <https://eproc2.bihar.gov.in>.
- (d) The financial bids of bidders whose technical bids are found technically responsive and comply with the bid documents will only be considered for financial evaluation. The date of opening of financial bids shall be communicated to such bidders, who are technically qualified.
- (e) The date fixed for opening of financial bids, if subsequently declared as holiday by the BEPC, the revised date of schedule will be notified on the e-Procurement Portal <https://eproc2.bihar.gov.in> official website. However, in absence of such notification, the bids will be opened on next working day, time and venue remaining unaltered.

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Section – 3

EVALUATION OF TENDERS

I. Scrutiny of Tenders /Bids

- a) A detailed evaluation of the bids shall be carried out by the bid evaluation committee constituted by the BEPC to determine whether they are complete and meet the requirements as set forth in the NIT, i.e. whether the bidder is eligible and technically qualified as per criteria laid down in this NIT. The committee, will evaluate and compare the quotations determined to be substantially responsive i.e. whether bids;
- i. are properly signed? ;
 - ii. meet the eligibility/qualification criteria /requirements specified? ;
 - iii. confirms to the terms and conditions, and specifications? ; and
 - iv. are accompanied by the required securities and are valid for the period specified in the tender document.
- b) The bid, which do not meet the Eligibility Criteria/Technical Criteria are liable to be treated as non-responsive and shall have no access to the financial bids. The decision of the BEPC as to whether the bidder is eligible and qualified or not and whether the bid is responsive or not shall be final and binding on the bidders. Financial bids of only those bidders, who qualify on technical bid, will be considered, and opened.

II. Bid Clarification

- a) The BEPC reserves the right to ask for a technical elaboration/clarification in the form of a technical presentation/evidence from the bidder on the already submitted Technical Proposal at any point of time before opening of the Financial Proposal. The bidder shall furnish the required information to the BEPC and its appointed representative or the third-party agency as the case may be, on the date asked for, at no cost to the BEPC. The BEPC may at its discretion, visit the office / Operational Center being run by the bidder, any time before the issue of Letter of Intent.
- b) No further discussion/interface will be held with the bidder whose bid has been technically disqualified / rejected.

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III. Discrepancies in Prices

If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail. If the bidder does not agree to the observation of the purchase committee, the tender will be summarily rejected.

IV. Fraudulent & Corrupt Practices

- a) The bidder and their respective officers, employees, agents, and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained herein, the BEPC may reject the bid without being liable in any manner whatsoever to the bidder if it determines that the bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Selection Process.
- b) Without prejudice to the rights of the BEPC hereinabove, if an Bidder is found by the BEPC to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Selection Process, such Bidder shall not be eligible to participate in any tender or RFP issued by the BEPC during a period of 5 (Five) years from the date such Bidder is found by the BEPC to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- c) For the purposes of this Clause, the following terms shall have the meaning hereinafter respectively assigned to them:
 - i. **"Corrupt practice"** means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the Selection Process (for avoidance of doubt, offering of employment to, or employing, or engaging in any manner whatsoever, directly or indirectly, any official of the BEPC who is or has been associated in any manner, directly or indirectly, with the Selection Process.
 - ii. **"Fraudulent practice"** means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Selection Process.

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- iii. **"Coercive practice"** means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence any person's participation or action in the Selection Process.
- iv. **"Undesirable practice"** means (i) establishing contact with any person connected with or employed or engaged by the BEPC with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or (ii) having a Conflict of Interest, and
- v. **"Restrictive practice"** means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Selection Process.

V. PERFORMANCE SECURITY

- a) The successful bidder must furnish an unconditional and irrevocable bank guarantee / demand draft, in a format acceptable to BEPC, GoB valid for the contract term, of a value equivalent to 5% of the contract value within 15 days of award of Letter of Intent (LOI).
- b) PBG will be valid till at least 30 days from the date of expiry of defect liability period.
- c) The performance security will be refunded only after the expiry of Guarantee/Warranty/Maintenance period as specified in the bid-document/agreement.
- d) The performance security deposit shall be forfeited in case any terms and conditions of the contract/agreement are infringed or the bidder fails to complete the work in time.

VI. AWARD OF CONTRACT

- a) The BEPC reserves the right to accept in part or in full any tender or reject any tender(s) without assigning any reason or to cancel the tendering process and reject all tenders at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder(s).
- b) The proposal of the bidder who bid has been determined to be substantially responsive and who has offered the lowest evaluated financial bid price will be designated as lowest evaluated responsive bidder (L1).
- c) The State Project Director, BEPC will notify the lowest evaluated responsive bidder (L1) in writing that its proposal has been accepted.

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- d) The bidder shall within 7 days of issue of the Letter of Intent (LoI), submit his acceptance.
- e) Negotiations, if any, will be held with the L1 bidder only at the office of the BEPC. The committee's decision would be final and binding to the bidders.
- f) The BEPC reserves the right at the time of Contract award and/or during validity of contract, to increase or decrease the scope of services without any change in unit price or other terms and conditions.
- g) If BEPC requires additional manpower at the time of Contract award and/or during validity of contract period, Bidder if agreed on unit price or other terms and conditions mentioned in the agreement shall provide it based on department requirement of manpower where BEPC may execute separate work order(s) for this.
- h) The successful bidder must furnish to the BEPC the required Performance Security (PS) as specified in the NIT, before executing the contract/signing of the contract agreement positively failing which the EMD will be forfeited and the award will be cancelled and bidder may also be blacklisted.
- i) The contract agreement will be signed between Bihar Education Project Council, Patna and the selected bidder and will be required to be signed within 21 days of the issue of the Letter of Intent (LoI). The stamp duty and registration charges, if any levied by the Central or State governments or any other statutory body, payable on the Agreement will be borne by the selected service provider/bidder.

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Section – 4

TERMS OF REFERENCE (TOR)/SCOPE OF THE WORK

- I. The Bidder/Agency will have to deploy one Block ICT Coordinator in all the 534 CD Blocks and 3 Urban Block Units spread across 38 districts in the office of Block Education Officer /Block Resource Centers, Education Department, Government of Bihar.
- II. The Service Level Agreement with the successful agency/bidder will be signed with Bihar Education Project Council, Patna and on behalf of the BEPC, Patna, for the day to day execution of the contract. The implementation will be done at BRC/BEO Office under the guidance of the District Programme Officer (DPO), EE & SSA as per the terms, conditions, specifications and rates as specified in the Agreement.
- III. The minimum qualification of the Block ICT Coordinator should be Graduation with at least 1 year Diploma Course in Computer/IT and good communication skills.
- IV. **Minimum Salary & other conditions for Block ICT Coordinator deployment:**
 - a) The minimum gross wages/salary and related statutory compliance of the Block ICT Coordinator shall be as per the minimum wages act applicable in the State.
 - b) The bidder shall pay the wages/salary to Block ICT Coordinator 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 Block ICT Coordinator 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 Labour (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 for furnishing 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

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furnish self-attested copies of all returns/challans filed by the bidder in the office of ESI, EPF, Minimum Wages Act, Contract Labour 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) Block ICT Coordinator is allowed to take 16 leave per year with permission of Block Education Officer. In case a Block ICT Coordinator is absent from the block office for more than 10 days in any month, the bidder needs to arrange an alternative Block ICT Coordinator failing which a penalty of Rs. 500/- per working day would be levied on the bidder for each day exceeding 10 days the Block ICT Coordinator is absent. Any absenteeism beyond 16 days (4 days in a quarter) of leave/absent in a year may call for a penalty of Rs. 500/- per absent day (on working days). Information regarding alternative Block ICT Coordinator must be properly communicated to Block & District Level offices within 2 days of arrangement.

V. Internet Services: -

- a) 4G High Speed Internet Services (with highest speed available, but not less than 2 mbps) with unlimited data.
- b) Telecom Services Provider: BSNL/Other Indian Telecom Service Provider/ Providers (easy to Deploy with installed OS)
- c) The Internet connection must be available throughout the project period.
- d) Internet Service to be provided to BRC may be wired or wireless with wireless access point (WAP)/Wi-Fi router.
- e) It should be configured in such a way that internet is accessible from each Laptop.

VI. Web Based Online MIS Software/Application: -

- a) The Bidder shall develop and implement web based on-line real-time MIS software/application for the facility management, Infrastructure, and Inventory/asset management (Inventory of each item will be maintained and the concerned Block Education Officer/in-charge will be in-charge of ensuring that all hardware and software has been marked as inventory item. The bidder will have to facilitate the block in maintaining the record/ inventory of ICT related hardware and software.

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- b) The record of ICT inventory, Block wise must be maintained online also and to be made available to State Govt and Central Govt. (as and when required), monitoring of the IT education delivery, track the maintenance and upkeeping of ICT Lab equipment.
- c) The MIS software must also have the provision of Biometric attendance/Geo tagged attendance/MAC address identified OTP based of Block ICT Coordinators. The attendance of Block ICT Coordinator will be closely monitored by BEPC (State level and District Level office) through the above MIS software.
- d) The bidder must also provide an online facility (Dashboard) for monitoring of functioning, lodging complaints, raising issues, feedback etc. of the ICT Schemes at Block, District and State level.
- e) Development, Hosting, implementation, and maintenance (throughout the project period) of the web based online real time MIS software/application will be the responsibility of the Bidder.

VII. Implementation Arrangements:

- a) The bidder will be required to obtain a Deployment Certificate from all the blocks, vetted by the concerned district MIS/Quality Coordinator that the manpower have been placed at the block levels. A copy of such Certificate will be provided to the nodal officer of the BEPC at the State Level Office.
- b) The deployed Block ICT Coordinator, will help coordinate, implement and monitor all the schemes implemented at School/Block levels which shall include, day to day monitoring of deployment of ICT Infrastructure in schools/blocks, functioning of ICT Labs, Smart Classes and digital library, ICT activities related with pedagogical and learning outcomes of Students, Capacity Building/Training of Teachers for improving quality education, monitoring and use of various portals likes e-Shikshakosh, UDISE etc. for data digitization and its use for various educational and Managerial Functions of the BEPC. These activities would be implemented in consultation/coordination with the DPO EE& SSA and District MIS/Quality Coordinators of BEPC.
- c) If the Block ICT Coordinator deployed is not found fit for the work, suitable replacement will have to be made by the agency within 15 days failing which penalty will be imposed as per the terms & conditions stipulated in the RFP.

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- d) The agency will ensure availability of Block ICT Coordinator on each Block on all working days between 10:00 AM to 5:00 PM or as notified by the BEPC/Education Department, Govt. of Bihar or any district level authority time-to-time. In case of exigency/special circumstances the agency will have to ensure services beyond the normal working days or hour as the case may be, for which no additional payment will be made by the BEPC.
- e) The bidder shall be the principal employer of the persons, so appointed for the purpose and in no case such persons shall be treated as employee of the BEPC or department. The bidder shall be liable to meet all past/present/future financial liability on account of remunerations and contributions towards all statutory obligations.
- f) The bidder should have its own office in Patna with adequate number of administrative and technical staff for seamless execution of the project.
- g) The Agency will not be responsible for electricity, maintenance, insurance and security for the IT infrastructure installed and set-up at blocks/BRCs. However, the BEO of the concerned block and the Block ICT Coordinator will also be accountable and shall be the nodal persons for its proper handling and upkeep of the infrastructure provided by the BEPC at the Block level.
- h) The BEPC will provide all types of Orientation/Training/Guidance to the Block ICT Coordinator so as to coordinators various ICT facilities and management functions as described in above para at the Block Level. The Block ICT Coordinator will report to the office of DPO (EE & SSA) on a regular basis.
- i) The District MIS Coordinator / Quality Coordinator as the case may be of the district level will monitor the implementation facilities and operations on a regular basis. The Block ICT Coordinator deployed by the Agency shall also report to the district MIS Coordinator/Quality Coordinator as the case may be who in turn will report to the DPO EE & SSA at district level and State Programme Officers, MIS/Quality of BEPC at the State level.
- j) At the end of the contract period, the Block ICT Coordinator, appointed by the agency, will be required to share all the data and materials, reports available with them to the concerned officials of the BEPC.
- k) The Block ICT Coordinator and the agency shall not share any data or material or information or report to any person or agency other than authorized by the BEPC/Authorized officials of BEPC. The agency shall have the responsibility

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to maintain the security of data, material and information related with BEPC/Department. In case of breach of security of data, BEPC shall hold the agency responsible for its damages.

- 1) The overall in-charge of the project would be the DPO-EE & SSA at District level & State Programme Officer, MIS/Quality of BEPC at the State Level.

VIII. Duration for the Project

- (a) The duration of the Project would be for a period of five year(s) from the date of execution of the Work Order, which may further be extended for a further period of two more years on the same rates, terms and conditions based on the requirements, availability of resources and funds under Samagra Shiksha or any other source and satisfactory performance of work done by the agency and any other conditions mutually agreed by the agency, and BEPC.
- (b) If the agency fails to comply with any of the clauses of the Agreement or services are found unsatisfactory, the BEPC will issue notice for necessary ratification/improvement in full satisfaction of the agency within a period not more than 30 days. In case the desired ratification is not done within the stipulated time, the first Party may terminate the agreement by giving 15 days advance notice to the Second Party. In such case, the First Party shall not be liable to make any payment of any charges from the date of issue of the first notice for ratification.

IX. Payment Terms:

The payments arrangements under this project are as follows:

- (a) 100% payment on monthly basis by the concerned district level office on the satisfactory performance and absentee report duly signed by the Authorized official at Block level.
- (b) All Payments will be subject to deduction of Income Tax, GST and any other tax prevailing / applicable at the time of payment.
- (c) In bills all taxes should be shown separately.
- (d) No advance payment shall be made.
- (e) No interest would be payable on delayed payments. However, BEPC would normally make every possible effort to make payments promptly.

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X. LIQUIDATED DAMAGES/PENALTIES

The applicable penalty which may be deducted from monthly invoice is as follows:-

Sl.No.	Parameters	Applicable Penalty
01.	Failure to start services within 60 days of signing of the contract	Rs 500 per day per BRC/URC
02.	Failure in replacement of Block ICT Coordinators beyond 15 days.	Rs 500 per day per BRC/URC

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Section – 5

ELIGIBILITY CRITERIA (Pre- Qualification Criteria)

SL#	Qualification Criteria	Documentary Evidence Required
1.	The bidder should be a registered Company / Co-operative Society / Partnership firm / Proprietorship firm / and should be at least 10 years old entity. Consortium or Subletting in any form will not be permitted.	Bidder should provide self-attested Articles of Association (in case of private and public limited companies), Bye laws and certificates of registration (in case of registered co-operative societies), Partnership deed (in case of partnership firm) or Registration certificate under Shop & Establishment in case of Proprietorship firm.
2.	The bidder should be registered with the GST department, and carry a valid PAN/ TAN Number.	The Bidder should provide self-attested Copy of GST registration number, PAN & GST Number.
3.	The bidder should be registered under the Employees Provident Fund (EPF) Scheme and ESIC.	Provide self-attested copies of EPF & ESIC Registration Number along with the Electronic Challan cum Return (ECR), Combined Challan & Payment proof of 500 manpower for last 3 months of FY: 2024-25. The Registration should be at least 5 years old as on 31-03-2025.
4.	The Bidder must possess valid certifications of ISO 9001 Certification.	The Bidder should provide self-attested copy of the certification.
5.	The bidder should have a minimum annual average business turnover of Rs. 15.00 Crore during the last 3 financial years (FY: 2021-22, 2022-23, 2023-24).	Provide copy of the audited Profit & Loss Account of the company and Certificate from the Chartered Accountant clearly stating the total for FY: 2021-22, 2022-23, 2023-24.
6.	The bidder should have positive net worth in three financial years (FY: 2021-22, 2022-23, 2023-24). as per their audited balance sheet.	The Bidder should Provide copies of the audited Balance Sheet of the company and certificate from the Chartered Accountant (mentioning UDIN) stating the net worth.
7.	The bidder should have at least 1 year project management/maintenance experience of executing a single project of establishing & operating/running/maintaining ICT Labs/Smart Classrooms at minimum 500 locations / sites for the State Govt./ Central Govt. /PSU across India in education vertical during last 5 Financial Years (Between 1st April, 2020 to 31st March, 2025).	Relevant proof (self attested copy of Work Order & Agreement) to be furnished.

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SL#	Qualification Criteria	Documentary Evidence Required
8.	The Bidder must have appointed/ deployed minimum 500 technical manpower in a single project of ICT Labs/Smart Classrooms for the State Govt./ Central Govt. /PSU across India in education vertical during last 5 Financial Years (Between 1st April, 2020 to 31st March, 2025).	Relevant proof (self-attested copy of Work Order & Agreement) to be furnished.
9.	The Bidder must have experience of design, development and deployment of Web Based Online MIS Software/Application for monitoring of ICT Labs/Smart Classrooms for the State Govt./ Central Govt. /PSU across India in education vertical during last 5 Financial Years (Between 1st April, 2020 to 31st March, 2025).	Relevant proof (self-attested copy of Work Order & Agreement) to be furnished.
10.	Bidder should have valid Income tax returns for the last five financial years (FY: 2021-22, 2022-23, 2023-24), issued by Income Tax Department and should have PAN Card	The Bidder should provide Acknowledgement of Income Tax Return (ITR) filled for three Assessment years (AY: 2022-23, 2023-24, 2024-25).
11.	The Bidder should have valid GST returns for the last three financial years (FY: 2021-22, 2022-23, 2023-24).	Provide Copy of the GSTR for the month of March-2025 or 4th Quarter of FY: 2024-25.
12.	The bidder should have office in Bihar. In case bidder has no presence in Bihar, bidder shall furnish an undertaking that an office shall be opened in Bihar, with sufficient personnel and inventory of spares within a month of selection as Successful Bidder.	Copy of self-attested Electricity Bill, Tax Bill or copy of the Agreement/Lease Deed to be attached.
13.	The Bidder shall not be under a declaration of ineligibility for corrupt or fraudulent practices and should not be blacklisted by any State Govt./Central Govt./PSU for any reason.	The Bidder shall provide affidavit (in original) sworn before Executive Magistrate of not being engaged in any fraudulent or corrupt practices and not being blacklisted by any agency / authority / or any society of the State Govt./ Central Govt. /PSU during last three financial years.
14.	Subletting and Sub-contracting	Subletting in any form by any bidder (any company or PSU) directly or through a tender is not allowed at any stage.

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Section – 6

GENERAL TERMS & CONDITIONS

(a) ACKNOWLEDGMENT COPY

Signing and returning the acknowledgment copy of a contract issued by or beginning work under that contract shall constitute acceptance of a binding agreement between BEPC and the Successful bidder.

(b) LEGAL STATUS.

The Successful bidder shall be considered as having the legal status of an independent successful bidder vis-a-vis the State Project Office. The Successful bidder's personnel shall not be considered in any respect as being the employees or agents of the State Project Office/District Project Offices of BEPC.

(c) SUCCESSFUL BIDDER'S RESPONSIBILITY FOR EMPLOYEES

The Successful bidder shall be responsible for the professional and technical competence of its employees and will select, for work under this Contract, reliable individuals who will perform effectively in the implementation of the Contract, respect the local customs and conform to a high standard of moral and ethical conduct.

(d) SOURCE OF INSTRUCTIONS

The Successful bidder shall neither seek nor accept instructions from any authority external to The Bihar Education Project Council in connection with the performance of its services under this Contract. The Successful bidder shall refrain from any action which may adversely affect the Bihar Education Project Council and shall fulfill its commitments with the fullest regard to the interests of the State/District Project Office.

(e) COPYRIGHT, PATENTS AND OTHER PROPRIETARY RIGHTS

The Bihar Education Project Council shall be entitled to all intellectual property and other proprietary rights including but not limited to patents, copyrights and trademarks, with regard to documents and other materials which bear a direct relation to or are prepared or collected in consequence or in the course of the execution of this contract. At the Bihar Education Project Council's request, the successful bidder shall take all necessary steps, execute all necessary documents and generally assist in securing such proprietary rights and transferring them to The Bihar Education Project Council in compliance with the requirements of the applicable law.

(f) TERMINATION

If the Successful bidder fails to deliver any or all of the deliverables within the time period(s) specified in the contract, or fails to perform any of the terms, conditions, or obligations of the contract, or should the Successful bidder be adjudged bankrupt, or be liquidated or become insolvent, or should the successful bidder make an assignment for the benefit of its creditors, or should a receiver be appointed on account of the insolvency of the Successful bidder, The Bihar Education Project Council may, without prejudice to any other right or remedy it may have under the terms of these conditions, terminate the Contract, forthwith, in whole or in part, upon fifteen (15) days' notice to the Successful bidder.

The Bihar Education Project Council reserves the right to terminate without cause this Contract at any time upon fifteen (15) days prior written notice to the Successful bidder. In the event of any termination no payment shall be due from the Bihar Education Project Council to the Successful bidder except for work and services satisfactorily performed in conformity with the terms of the contract.

Upon the giving of such notice, the Successful bidder shall have no claim for any further payment, but shall remain liable to The Bihar Education Project Council for reasonable loss or damage which may be

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suffered by The Bihar Education Project Council for reason of the default. The Successful bidder shall not be liable for any loss or damage if the failure to perform the contract arises out of force majeure.

Upon termination of the contract, The Bihar Education Project Council may require the Successful bidder to deliver any finished work which has not been delivered and accepted, prior to such termination and any materials or work-in-process related specifically to this contract. Subject to the deduction of any claim The Bihar Education Project Council may have arising out of this contract or termination, The Bihar Education Project Council will pay the value of all such finished work delivered and accepted by The Project Directorate.

(g) ASSIGNMENT AND INSOLVENCY

1. The Successful bidder shall not, except after obtaining the written consent of The Project Directorate, assign, transfer, pledge or make other dispositions of the Contract, or any part thereof, of the Successful bidder's rights or obligations under the Contract.
2. Should the Successful bidder become insolvent or should control of the Successful bidder change by virtue of insolvency, The Bihar Education Project Council may, without prejudice to any other rights or remedies, terminate the Contract by giving the Successful bidder written notice of termination.

(h) OFFICIALS NOT TO BENEFIT

The Successful bidder warrants that no official of the Bihar Education Project Council has received or will be offered by the Successful bidder any direct or indirect benefit arising from this Contract or the award thereof. The Successful bidder agrees that breach of this provision is a breach of an essential term of the Contract.

(i) PROHIBITION ON ADVERTISING

The Successful bidder shall not advertise or otherwise make public that the Vendor is furnishing goods or services to The Bihar Education Project Council without specific permission of the State Project Directorate.

(j) AUTHORITY TO MODIFY

No modification or change in this Contract, no waiver of any of its provisions or any additional contractual relationship of any kind with the Successful bidder shall be valid and enforceable against The Bihar Education Project Council unless provided by an amendment to this Contract signed by the authorized official of The Project Directorate.

(k) 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 while execution of the order or after completion and whether before or after termination, abandonment or breach of the Agreement) shall be resolved amicably between BEPC and the bidder'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:
- d) 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. The dispute shall be first referred to the Development Commissioner for conciliation who shall conduct conciliation proceedings which will be held at Patna, Bihar.
- e) Arbitration: - In case the conciliation proceedings fail, the dispute shall be referred to the arbitration as per the Arbitration Act. All legal disputes will come under the sole jurisdiction of

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- Patna, Bihar. The seat of the arbitration shall be Patna only. The arbitration and conciliation act 1996 and its amendment acts shall be the curial law in this regard.
- f) For any other dispute of criminal nature between BEPC and the bidder under the agreement or arising out of the agreement shall be subject to jurisdiction of Court at Patna only. The Arbitral award shall be final and binding on both the parties.
- g) Work under the contract shall be continued by the bidder during the arbitration proceedings unless otherwise directed in writing by BEPC 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 BEPC, to the vendor shall be withheld on account of the ongoing arbitration proceedings, if any, unless it is the subject matter, or one of the subject matters thereof.

We look forward to receiving your quotations and thank you for your interest in this Project.




State Project Director,
Bihar Education Project Council,
Shiksha Bhawan, 2nd Floor,
Bihar Rashtra Bhasha Parishad Parishar,
Saidpur, Patna – 800 004.
(Purchaser)

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**Section 7
Annexures**

Annexure 1: Cover Letter/Letter of Proposal

To,
The State Project Director,
Bihar Education Project Council (BEPC)
Shiksha Bhawan, Saidpur -800 004. (BIHAR)

**Subject: Submission of the bid for deployment of Block ICT Coordinator in all 534 CD
blocks & 3 Urban block units of Bihar on a turn-key basis.**

Dear Sir/Madam,

We, the undersigned, offer to provide the services for deploying aforesaid manpower at block level across all the 38 districts in the state of Bihar, in accordance with your RFP/NIT Ref Nodated We are hereby submitting our Proposal for the same.

We understand that the BEPC, may cancel the selection process at any time and that you are neither bound to accept any proposal you receive nor to select the agency, without incurring any liability to the bidders. We acknowledge the rights of BEPC to reject our bid without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever. Further, we declare that:-

- (a) We have examined and have no reservations to the tender documents, including any addendum issued by the BEPC;
- (b) We agree and understand that the proposal is subject to the provisions of the tender document. In no case, I/We shall have any claim or right of whatsoever nature if the assignment is not awarded to me/us or our proposal is not opened.
- (c) We agree to keep this offer valid for 180 days from the proposal due date specified in tender.
- (d) A Power of Attorney (PoA) in favour of the authorized signatory to sign and submit this Proposal and documents is also attached herewith.
- (e) We agree and undertake to abide by all the terms and conditions of the tender Document. In witness thereof, I/we submit this proposal under and in accordance with the terms of the tender document.

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of the Signatory:

Name of the Firm:

Address:

Location:

Date:

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Annexure 2: Power of Attorney

AUTHORIZATION LETTER FOR SIGNING OF PROPOSAL
(On Non – judicial stamp paper of Rs.1000/- duly attested by notary public)

Know all men by these present, we _____ (name and address of the registered office) do hereby constitute, appoint and authorize Mr. / Ms. _____ R/o _____ (name and address of residence) who is presently employed with us and holding the position of _____ as our authorized representative, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to the bid of the firm/ organization, _____ for "Selection of Agency/Service Provider for deployment of Block ICT Coordinator in all 534 CD Blocks and 3 Urban Block Units across 38 districts in the State of Bihar" (the "Project"), including signing and submission of all documents and providing information / responses to Bihar Education Project Council (BEPC), representing us in all matters in connection with our bid for the said Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us. Dated this the day of 2025.

For

(Name, Designation and address)

Accepted

..... (Signature)

(Name , title and address of the Attorney)

Date:

Note:

- (i) The mode of execution of the Power of Attorney (PoA) should be in accordance with the procedure , if any, laid down, by the applicable law and the charter documents of the executants and when it is so required the same should be under common seal affixed in accordance with the required procedure.
- (ii) In case, an authorized director of the bidder/agency signs the bid, a certified copy of the appropriate resolution/document conveying such authority may be enclosed in lieu of the Power of Attorney (PoA).

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Annexure 3: Performance Bank Guarantee Format

To,
The State Project Director,
Bihar Education Project Council (BEPC)
Shiksha Bhawan, Saidpur -800 004. (BIHAR)

Whereas(hereinafter called "the Bidder") has submitted its Bid dated (date of submission of Bid) for deployment of Block ICT Coordinators in 534 CD Blocks and 3 Urban Blocks in consonance with the Tender/RFP No..... dated issued by the BEPC, Patna, (hereinafter called "the Bid").

Whereas as per Clause.....of the Bid, the bidder is required to furnish a Bank Guarantee as Performance Security from a scheduled nationalized 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 ____ Lakhs (_____ Lakhs) (Guaranteed Amount).

1. 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.
2. 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 fulfillment of the conditions stipulated in (1) above.
3. 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. ____ Lakhs (_____ Lakhs).

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4. 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.
5. 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 surety-ship and other rights, if any, which are in any way inconsistent with any of the provisions of this Guarantee.
6. 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.
7. 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 or up to and including 5 year from the date of signing of contract, i.e. up to _____, 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

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**Annexure 4: Self-declaration – No Blacklisting undertaking
(On bidder's letter head)**

To,

The State Project Director,

Bihar Education Project Council (BEPC)

Shiksha Bhawan, Saidpur -800 004. (BIHAR)

In response to the Tender/RFP Reference No:dated _____ for hiring of Agency/Service Provider for deployment of Block ICT Coordinator in all 534 CD blocks & 3 Urban block units of Bihar for five years, as an Owner/ Partner/Director of _____, I/We hereby declare that presently our Company/ firm _____, at the time of bidding, is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central government/ PSU/ UT. If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/our security may be forfeited in full and our bid, to the extent accepted, may be cancelled.

Thanking you,

Name of the Bidder:

Authorized Signatory:

Seal of the Organization:

Date:

Place:

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Annexure 5: Instructions for financial bid

1. The bidder/agency shall provide services for Block ICT Coordinator in all 534 CD blocks & 3 Urban block units of Bihar with the terms, conditions, specifications stipulated in the bid document /Scope of work and will quote rates as follows :-

Sl. No.	Item Description	No. of Units	Unit Rate/Per Month* (in Rs)	Total Amount* (in Rs)
(a)	(b)	I	(d)	I=I x (d)
Total Part-I (A+B+C)				
1.	Salary/Wages of Block ICT Coordinator (1 per Block)	537		
Total :				
In Words:.....				
Note:* The price quoted above shall be inclusive of all taxes, levies, charges.				
<i>(Authorized Signature and Seal of Bidder / Agency)</i>				
<i>Financial Bid must be submitted online only through https://eproc2.bihar.gov.in .</i>				
<i>Submission of Hardcopy only will not be accepted in any case.</i>				

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Annexure 6: Particulars of the bidder Organization

Name of the organization	
Details of Registered Office Address Telephone No(s) Fax No(s) E-mail address (Official): Organization website: Year of Incorporation:	
Turn Over of the Organization (in crores) FY 2021-22: FY 2022-23: FY 2023-24:	
Income Tax Registration number (PAN):	
Goods and Services Tax (GSTN):	
Name, addresses and designation of the persons who will represent on behalf of the bidder while dealing with the BEPC (Attach letter of authority)	
Whether the organization have been blacklisted by any State or Central Government entity or any of its undertakings? (Yes/No)	
<p>(Authorized Signatory)</p> <p>Name: _____</p> <p>Designation & Authority: _____</p> <p>Place: _____</p> <p>Date: _____</p> <p>Stamp: _____</p>	



