

RFP Reference No. BEPC/ELM/2025-26/2651, Dated 16/06/2025



**Request for Proposal (RFP) for the Development, Design, Publish and Supply  
of Educational Learning Material (Monthly) at Govt. Schools in Bihar**

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

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



समग्र शिक्षा  
Samagra Shiksha

V2

M2



### Table of Contents

Sl. No.	Contents	Page No.
	Schedule of Bid Process	5
1	REQUEST FOR PROPOSAL	6
2	BACKGROUND INFORMATION	6
3	INSTRUCTIONS TO BIDDERS	7
4	CRITERIA FOR EVALUATION	13
5	SCOPE OF WORK	17
6	PAYMENT SCHEDULE AND PENALTY	19
7	DISPUTE RESOLUTION	19
8	TERMINATION & BLACKLISTING	20
	ANNEXURE 1: DETAILED SCOPE OF WORK	22
	ANNEXURE 2: LETTER OF SUBMISSION	33
	ANNEXURE 3: LIST OF SIMILAR WORK	34
	ANNEXURE 4: FORMAT FOR FINANCIAL PROPOSAL	35
	ANNEXURE 5: FINANCIAL BID FORMAT	36
	ANNEXURE 6: FORMAT FOR EMD	37
	ANNEXURE 7: FORMAT FOR PBG	38



## 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 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 the 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.



## Glossary

Abbreviation/ Terms	Details
<b>Authorized Signatory</b>	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.
<b>BEPC</b>	Bihar Education Project Council (BEPC),
<b>Bid</b>	A formal offer made in pursuance of an invitation by a procuring entity and includes any tender, proposal or quotation in electronic format
<b>Bid Security/ Earnest Money Deposit (EMD)</b>	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.
<b>Bidder</b>	Any person/ firm/ agency/ company/ contractor/ vendor participating in the bidding process with the procurement entity
<b>Bidding Document</b>	Documents issued by the procuring entity, including any amendments thereto, that set out the terms and conditions of the given procurement and includes the invitation to bid
<b>BSEIDC</b>	Bihar State Educational Infrastructure Development Corporation (BSEIDC)
<b>Competent Authority</b>	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.
<b>Contract</b>	"Contract" means a legally enforceable agreement entered into between the Procuring entity and the selected bidder(s) with mutual obligations.
<b>LD</b>	Liquidated Damages
<b>LoI</b>	Letter of Intent
<b>PAN</b>	Permanent Account Number
<b>PQ</b>	Pre-Qualification
<b>Procurement Process</b>	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
<b>Purchaser/ Tendering Authority/ Procuring Entity</b>	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.
<b>Services</b>	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
<b>Service Level Agreement (SLA)</b>	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.
<b>State Government</b>	Government of Bihar (GoB)
<b>GST</b>	Goods and Service Tax
<b>WO/ PO</b>	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/ELM/2025-26/2651, Dated 16/06/2025 Available for download from 16/06/2025, 05:00 PM onwards till 07/07/2025, 3:00 PM on <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a>
3	Last date for submission of written queries for clarifications	21/06/2025, 02:30 PM Email: <a href="mailto:etenderbepc@gmail.com">etenderbepc@gmail.com</a>
4	Date of pre-bid conference	23/06/2025, 03:00 PM through online mode Google Meet joining info Video call link: <a href="https://meet.google.com/tnt-yoe-kzs">https://meet.google.com/tnt-yoe-kzs</a> e-mail: <a href="mailto:etenderbepc@gmail.com">etenderbepc@gmail.com</a>
5	Release of response to clarifications	25/06/2025, 5:00 PM
6	Last date of submission of bid	07/07/2025, 4:00 PM
7	Last date of submission of Hard copy of EMD	07/07/2025, 4:00 PM
8	Last date of submission of Sample (Before bid submission closing date & Time)	07/07/2025, 4:00 PM
9	Opening of Technical Bids	07/07/2025, 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 : <a href="mailto:etenderbepc@gmail.com">etenderbepc@gmail.com</a>

**Note:** BEPC reserves the right to amend document 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-mail 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.

✓

✓



## **1. REQUEST FOR PROPOSAL**

State Project Director, Bihar Education Project Council (BEPC), Patna invites Request for Proposal (RFP) for Develop, Design, Publish and Supply of Educational Learning Material (Monthly) at Govt. Schools in Bihar on usage of the same from interested 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 on the basis of 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 LCS (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 Monthly Educational Learning Material in schools will be used to foster student creativity, enhance writing and critical thinking skills, provide a platform for diverse voices, promote school events and news, and engage students with current affairs and relevant topics by offering a space to publish student-written articles, artwork, photography, poetry, and other creative content, often covering a range of subjects including academics, extracurricular activities, social issues, and school life.

It will be a great source of current affairs and news updates. Staying informed about the world is not only important for your general knowledge but can also be beneficial for academic discussions and writing assignments. Engaging with Educational Learning Material can sharpen critical thinking skills among students. Educational Learning Materials can serve as a pleasant escape. It provides a break from textbooks and assignments, allowing students to unwind and recharge your mental batteries.

Educational Learning Materials often showcase creative content, whether it's in the form of art, photography, or innovative ideas. Exposure to these creative elements can inspire student to their own creativity and help them to think outside the box. It can help the students to gain a deeper understanding of different cultures and societies, which is especially important in our interconnected world. The benefits of reading Educational Learning Materials as a student are undeniable. From expanding the knowledge base to improving their reading skills and offering



relaxation, Educational Learning Materials can play a valuable role in students personal and academic development.

It is first time that this kind of initiative is being taken to provide student Educational Learning Material to all Government schools across the State for promoting reading habits along with improved their general knowledge/ awareness.

Bihar Education Project Council (BEPC) is an autonomous body of Education Department, Govt. of Bihar. BEPC has taken decision to identified suitable agency who develop, design, publish and supply the student Educational Learning Material to all government schools across the State on monthly basis.

Selected agency/firm will develop and design the dummy copy of the content of the monthly Educational Learning Material and submit to BEPC. BEPC will review and finalize the content of the Monthly Educational Learning Material at the State level in the leadership of SCERT, Bihar and selected agency/firm will finally responsible to develop, design, publish and supply the student Educational Learning Material within time frame at designated 537 locations across the State.

### **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
- 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 [etenderbepec@gmail.com](mailto:etenderbepec@gmail.com) with name of assignment as the subject, in the following format:

Bidders Request for Clarification					
Name of Organization submitting request		Name and Position of person submitting request		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 Rupee. 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 1,10,00,000/- (Rupees One Crore Ten Five Lakh 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 31.08.2025.
- 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.
- 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: [etenderbepec@gmail.com](mailto:etenderbepec@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.

### 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.
- i. 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.
- ii. 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.
- iii. 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 LCS (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 07 days of award of Letter of Intent (LOI)**.
- b. Validity of the PBG would be up to 30.06.2026.
- c. 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.

VZ

NY



#### 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.
- Proposal may be rejected at any stage of the evaluation if it is found that the company has provided misleading information or has been black listed 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 describe 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 shall be summarily rejected and will not be considered for further evaluation on Technical Qualification Criteria.

Sl	Conditions	Documents to be submitted
1.	Bidder should be a Company registered under Indian Companies Act 1956/2013 and should be in existence from last 10 years having in business in India. The Bidder should have the following Registrations: PAN Number GST Registration	Certificate of Incorporation GST certificate Copy of PAN
2.	The bidder should have <b>Average Annual Turnover</b> of INR 100 crores in last three financial years i.e. 2021-22, 2022-23 and 2023-24.	CA Certified Turnover and Audited Financial Statements of the respective three financial years having valid UDIN No.
3.	The bidder should have positive net worth and shall be profitable in the last three financial years i.e. 2021-22, 2022-23 and 2023-24.	CA Certified Turnover and Audited Financial Statements of the respective three financial years having valid UDIN No.

12

12



4.	<p>The Bidder must have successfully undertaken at least the following number of similar nature of assignments of value specified herein: -</p> <p>One similar work order costing not less than the amount of INR 80 Crores</p> <p>Or</p> <p>Two similar work orders costing not less than INR 60 Crores each</p> <p>Or</p> <p>Three similar work orders costing not less than INR 40 Crores each</p> <p>“Similar assignments” is defined as: Develop, Design, Publish and Supply of Educational Books/ Learning Material in Schools under Central/ State Government in the last five (5) years as on bid submission date</p>	<p>Work Order Copy / Work Completion certificate</p>
5.	<p>Bidders must have in supplies of Similar assignments in a minimum of 25 Lakhs copies or above in a single order under State/Central Govt. Schools in the last five (5) years as on bid submission date.</p>	<p>Work Order Copy / Work Completion certificate</p>
6.	<p>Bidders must have experience in supplies of similar assignments along with live supply monitoring software in a minimum of 10000 Nos. or above schools in a single order under State/Central Govt. Schools in the last five (5) years as on bid submission date.</p>	<p>Work Order Copy / Work Completion Certificate</p>
7.	<p>The Bidder must not have 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 the date of submission of the bid</p>	<p>Self-Declaration</p>
8.	<p>Bidder must submit all the samples and dummy of class wise Educational Learning Material (Monthly) on or before the date of submission of the bid.</p>	<p>Sample submission, demo logins of the proposed Educational Learning Material on the bidder letterhead to be submitted</p>

\*Similar assignments” is defined as: Develop, Design, Publish and Supply of Educational Books/ Learning Material in Schools under Central/ State Government in the last five (5) years as on bid submission date.



#### 4.2 Technical Qualification Criteria:

The following table describe the technical qualification criteria. A bidder participating in the bidding process and who qualify in pre-qualification criteria shall possess the following minimum technical qualification/eligibility criteria. Any bidder failing to meet the stated criteria shall be summarily rejected and will not be considered for financial evaluation.

Sl. No.	Description	Evaluation Criteria	Criteria wise Marks	Maximum Marks
1.	The bidder should have an average annual turnover of INR 100 (Ninety) crores in last 3 financial years (2021-22, 2022-2023, 2023-2024)	Rs. 100 Cr.	5	15
		Rs. 101 Cr. to 150	10	
		Above Rs. 150 Cr.	15	
2.	The Bidder must have successfully undertaken work at least the following number of similar nature of assignments of value specified herein in a single order in last five (5) years as on the bid submission date.	Rs. 100 Crores	10	20
		More than Rs. 100 Crores	20	
3.	Bidders must have experience in supplies of similar assignments in a minimum of 20,000 or above schools in a single order under State/Central Govt. Schools in the last five (5) years as on bid submission date.	More than 20000 schools	10	20
		More than 40000 schools	20	
4.	Bidder must have experience in the Supply of Similar assignments along with live monitoring software in a single order in State/Central Govt. Schools in the last five years as on bid submission date.	Two Projects	10	20
		More than two projects	20	
5.	Sample Demonstration (POC): Agency/ Firm will be invited for the demonstration also.	Quality of Sample Submission of Dummy Educational Learning Material		25

“Similar products/assignments” is defined as: **Supply and Maintenance of Educational Learning Material (Monthly)** in Schools under Central/ State Government.

To qualify for the technical evaluation stage, the bidder must score a minimum of 75 mark

Note: -

- Dummy Sample (i.e. 1 Sets consisting of all items) shall be sealed and separately submitted by the bidder on or before bid submission date and time. Demo logins for the proposed software need to be submitted along with the samples.
- Consortium Purchase Order & Consortium will not be considered for evaluation.
- Bidder should submit all samples and non-submission of any sample mentioned in Annexure-1 will lead to rejection of Bid.



#### 4.3 Financial Bid Evaluation

- a. Only those bidders who qualify in the technical qualification criteria (with a minimum 75% score) and final acceptance of 100% of sample items will qualify for the evaluation of their commercial bids.
- b. The Financial bids of qualified bidders will be opened on the prescribed date.
- c. The bid price will include all taxes and levies and shall be in Indian Rupees.
- d. Any conditional bid would be rejected.
- e. Errors & Rectification: Arithmetical errors will be rectified on the following basis: "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".
- f. 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.
- g. The Total Bid Price, as computed by the Purchaser shall be used for the purpose of commercial evaluation of bids.
- h. Lowest Cost Based Selection (L1) Method shall be used to select the bidder.
- i. BEPC reserves the right to split the work on L1 rate among L1 & L2 or L1, L2 & L3 bidder and so on.

#### 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 LCS evaluation.
- b. BEPC will empanel the L1, L2 and L3 bidders and may split the work among L1, L2 and L3 bidders.
- c. The explored price will valid for next two years/ until finish the supply of all schools under sanctioned budget whichever is later.
- d. 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.
- e. BEPC, GoB shall notify the successful bidder in writing that the proposal has been accepted.
- f. An agreement shall be signed between BEPC, GoB and the selected bidder's laying down the conditions of work, payment etc.
- g. 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.
- h. Payment will release after delivery of the product.
- i. The EMD of unsuccessful candidate will be returned within 15 days of selection of the



Agency.

- j. 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 537 Blocks/BRCs offices across the Bihar, or any of the locations as per the requirement within Bihar. BEPC shall made available the details regarding all 537 locations with Nodal Officer name and contact number where selected agency shall supply the monthly Educational Learning Material.
- II. The rate contract will be initially for a period of one year and extendable for a further period of two more years as per mutual agreement at the same terms and conditions subject to satisfactory performance of the agency.
- III. Price (inclusive all) shall be quoted in BOQ chart as indicated in the technical specifications.
- IV. Detailed specifications are followed in Annexure 1.

V2

M



- V. 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 contract.
- VI. BEPC, GoB reserves the right to accept or reject any or part of offers without assigning any reasons.
- VII. The quantity of items can be increased or decreased as per our requirements.
- VIII. One full time Resource person would be available at client location.
- IX. Brief of monthly Educational Learning Material are as follows:

### **5.1 Monthly Educational Learning Material for Students of Primary Classes 1 to 5**

#### **Objective**

To create an engaging, educational, and age-appropriate monthly science Educational Learning Material for students in Classes 1 to 5 (ages 06–11) that fosters sparking curiosity, reading skills, learning and joyfulness creativity while aligning with their academic curriculum and interests.

#### **Target Audience**

- **Primary Audience:** Students in Classes 1 to 5, studying in Hindi -medium schools, with diverse interests and learning levels.
- **Secondary Audience:** Teachers seeking supplementary educational resources.

### **5.2 Monthly Science Educational Learning Material for Students of Classes 6 to 8 (Bilingual Hindi & English)**

#### **Objective**

To create an engaging, educational, and age-appropriate monthly science Educational Learning Material for students in Classes 6 to 8 (ages 11–14) that fosters sparking curiosity, learning, and creativity while aligning with their academic curriculum and interests. This kind of Educational Learning Material enhances knowledge and spreading awareness, improves language & communication skills, critical thinking, habit of independent reading. Helps in emotional and overall social development of the students.

#### **Target Audience**

- **Primary Audience:** Students in Classes 6 to 8, studying in Hindi -medium schools, with diverse interests and learning levels.
- **Secondary Audience:** Teachers seeking supplementary educational resources.

### **5.3 Monthly Competitive Educational Learning Material for Students of Classes 9 to 12 (Bilingual Hindi & English)**



### Objective

To provide a platform for student expression, expanding knowledge across discipline, updation of current affairs and engaging them in extracurricular activities. The Educational Learning Material also aims to improve communication skills, encourage creativity, critical thinking and analytical skills. It will also help in a creative holistic development of the students, which is appropriate and required for their growing years.

### Target Audience

- **Primary Audience:** Hindi-medium students in classes 9 to 12 (ages 14–18) preparing for NEET, IIT-JEE, Olympiads, NDA, SSC, NTSE, BPSC and UPSC.
- **Secondary Audience:** Teachers and supporting students' exam preparation at large.

### 6. PAYMENT SCHEDULE AND PENALTY

100% Payment will be released after the satisfactory receipt of material at the designated locations and certification by the concerned officer at BEPC on monthly or bi-monthly basis.

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 liquidated damages, a sum equivalent to 1% per week of the undelivered items.

Note:

1. Payment will be as per GFR.
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. Payment will be made with respective each work order upon successful delivery of Goods.
5. 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.
6. Laboratory test of paper /board used for printing Educational Learning Materials and supplied will be carried out from a government laboratory for which charges will be borne by the bidder. BEPC has the right to select any Educational Learning Material from any district of any one month for Lab Testing during entire contract period.

### 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 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.
  - V. The Arbitral award shall be final and binding on both the parties.
  - VI. 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

- 8.1 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 30 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 30 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.
  - g) Failure of the vendor mobilize manpower, follow local laws, clumsy execution of work, and total disregard to public safety and its own employees.
  - h) Failure to abide by any lawful directions of the Department.
- 8.2 **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.



**8.3 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.

**8.4 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.
- 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.

**8.5 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.





## Annexure-1 Detailed Scope of Work

### 1. Monthly Educational Learning Material for Students of Primary Classes 1 to 5

#### 1.1 Objective

To create an engaging, educational, and age-appropriate monthly science Educational Learning Material for students in Classes 1 to 5 (ages 06–11) that fosters sparking curiosity, reading skills, learning and joyfulness creativity while aligning with their academic curriculum and interests.

#### 1.2 Target Audience

- **Primary Audience:** Students in Classes 1 to 5, studying in Hindi -medium schools, with diverse interests and learning levels.
- **Secondary Audience:** Teachers seeking supplementary educational resources.

#### 1.3 Specification of Educational Learning Material for Class I-V (68563 Schools)

- a. No. of Pages: 48
- b. Educational Learning Material Size: 8.5"X11" (23 x 36)
- c. Complete printing in four colours
- d. Paper for inside on Glazed Newsprint 56 gsm.
- e. Paper for cover 90 gsm art paper
- f. Binding: Centre stitch
- g. Quantity: 15 pc per school

#### 1.4 Guideline for Developing Educational Learning Material Dummy for Primary Classes for 1 to 5

Publishers are expected to develop a 48 pages sample dummy covering basic features of a children Educational Learning Material. This dummy of 48 pages should be complete multicolor with full of pictures, cartoons and illustrations. 48 pages dummy shall be covered from these 60 Topics given below.

1. Interesting facts about Maths
2. How things work
3. Quiz & Puzzles
4. About Moral Values
5. Poems & Stories
6. Cartoons
7. Write Story from Picture
8. Find differences between two pictures.
9. Fun with Mathematics
10. How to think like an Astronaut
11. Childhood of Great Scientists
12. Great Cities of India
13. English Nursery
14. Poem on Mathematics
15. Know About Robots



16. Tricks to Numbers Mathematics
17. Festivals of India
18. Important Event Celebrated World wide
19. Riddles
20. Inspiring Poems for kids
21. Learn English words
22. Stories on Environment
23. About Space and Moon
24. Do it yourself
25. Good Habits
26. Symbols of India
27. Mental Mathematics Games
28. Maths Tables
29. Festivals of Bihar
30. Healthy Eating Habits
31. My Favourite Food
32. A Day in my Life
33. My School
34. My School Bag
35. Flowers I Like
36. Why I Love Rain
37. Birds in the Sky
38. My Robot Friend
39. My Life as a Toy
40. My First Poem
41. A Rhyme about My School
42. How the Earth Moves
43. My Country – India
44. One liner GK
45. Join the Dots
46. Why I Wash My Hands
47. Yoga for Kids
48. Independence Day
49. Teacher's Day
50. My Experience on Stage
51. My First Sports Day
52. Great Indian Personalities
53. Scientists
54. Learn English Words
55. Personal Hygiene Rules
56. Children's Day
57. Eat Your Veggies
58. Respecting Everyone
59. Our Five Senses
60. My School Uniform



### 1.5 Key Features

- **Monthly Theme:** Each issue will revolve around a central theme (e.g., “Rhymes, Cartoons, Poems, Find differences, Moral Values”) to tie content together and maintain coherence.
- **Curriculum Alignment:** Content will subtly align with state board syllabi for Classes 1–5, ensuring relevance to school learning.
- **Visual Appeal:** Bright, colorful illustrations, nursery rhymes, info graphics, cartoon characters and photos to engage young readers.

### 1.6 Deliverables

- **Monthly Issue:** A fully designed, edited, and proofread Educational Learning Material in print formats, delivered by the 25th of each month for the following month’s issue at all Blocks of the States.

### 1.7 Approval Process

- All content must be reviewed by the editorial team for accuracy and appropriateness.
- Final layouts require approval from the chief editor and design lead before publishing.

This scope of work outlines the framework for creating a vibrant, educational Educational Learning Material that inspires and empowers young learners while meeting the needs of schools and Teachers.

## 2. Monthly Science Educational Learning Material for Students of Classes 6 to 8 (Bilingual Hindi & English)

### 2.1 Objective

To create an engaging, educational, and age-appropriate monthly science Educational Learning Material for students in Classes 6 to 8 (ages 11–14) that fosters sparking curiosity, learning, and creativity while aligning with their academic curriculum and interests. This kind of Educational Learning Material enhances knowledge and spreading awareness, improves language & communication skills, critical thinking, habit of independent reading. Helps in emotional and overall social development of the students.

### 2.2 Target Audience

- **Primary Audience:** Students in Classes 6 to 8, studying in Hindi -medium schools, with diverse interests and learning levels.
- **Secondary Audience:** Teachers seeking supplementary educational resources.

### 2.3 Specification of Educational Learning Material for Class VI-VIII (28293 Schools)

- a. No. of Pages: 48
- b. Educational Learning Material Size: 8.5"X11" (23 x 36)
- c. Complete printing in four colours.
- d. Paper for inside on Glazed Newsprint 56 GSM.
- e. Paper for cover 90 GSM art paper.



- f. Binding: Centre stitch
- g. Quantity: 12 pc per school

#### 2.4 Guideline for Developing Educational Learning Material Dummy for Classes 6 to 8

Publishers are expected to develop sample Dummy for secondary & senior secondary classes (48 Pages) covering basic features of a children Educational Learning Material based on language & science. This dummies of 48 pages each should be in complete multicolor with full of pictures, Cartoons and illustrations. 48 pages dummy shall be covered from these 60 Topics given below.

1. Earth & Environment
2. Space & Astronomy
3. Biology & Life Sciences
4. Chemistry in Daily Life
5. Physics and Technology
6. Experiments & Activities
7. Curiosity Corner
8. Science & Society
9. Updates & Events
10. Explorers & History
11. Public speaking
12. Robotics
13. English language & Grammar
14. Computer & Technology
15. Olympiads / IIT & NEET Foundation
16. Logical Reasoning
17. Moral Values & Life skills
18. Sports & Fitness
19. Skill Development & Activities
20. Artificial Intelligence
21. What is Surgical Strike
22. Learn Spoken English
23. Essay writing
24. Theories and Principles of Maths and Science
25. Science Experiments
26. Inventions & Discoveries
27. Science Projects
28. Childhood of Scientists
29. Math project lab
30. Space scientist
31. How to get maximum marks in Mathematics
32. Science Play
33. Maths Play
34. How to think Like – Edison
35. How to think Like – Einstein
36. How Volcanoes Work
37. The Water Cycle



38. Stars and Galaxies
39. The Life of an Astronaut
40. Human Digestive System
41. Chemical Reactions
42. Everyday Uses of Chemistry
43. Types of Energy
44. How Airplanes Fly
45. Home Science Projects
46. DIY Volcano Model
47. Fun with Magnets
48. Why Is the Sky Blue?
49. What Is Gravity?
50. Famous Indian Scientists
51. Women in Science
52. Inventions That Changed the World
53. Science News Around the World
54. Quiz of the Month
55. Journey to the Poles
56. Invention of the Wheel
57. Chemistry in the Kitchen
58. Life Cycle of a Butterfly
59. Science Quiz / Crossword
60. Internet Safety for Kids
61. Indian History
62. Freedom Fighter
63. Global Warming

## 2.5 Key Features

- **Monthly Theme:** Each issue will revolve around a central theme (e.g., “Space Exploration,” “Ancient Civilizations,” or “Renewable Energy”) to tie content together and maintain coherence.
- **Curriculum Alignment:** Content will subtly align with state board syllabi for Classes 6–8, ensuring relevance to school learning.
- **Visual Appeal:** Bright, colorful illustrations, info graphics, and photos to engage young readers.

## 2.6 Deliverables

- **Monthly Issue:** A fully designed, edited, and proofread Educational Learning Material in print formats, delivered by the 25th of each month for the following month’s issue at all Blocks of the States.

## 2.7 Approval Process



- All content must be reviewed by the editorial team for accuracy and appropriateness.
- Final layouts require approval from the chief editor and design lead before printing.

This scope of work outlines the framework for creating a vibrant, Educational Learning Material that inspires and empowers young learners while meeting the needs of schools and Teachers.

### 3. Monthly Competitive Educational Learning Material for Students of Classes 9 to 12 (Bilingual Hindi & English)

#### 3.1 Objective

To provide a platform for student expression, expanding knowledge across discipline, updation of current affairs and engaging them in extracurricular activities. The Educational Learning Material also aims to improve communication skills, encourage creativity, critical thinking and analytical skills. It will also help in a creative holistic development of the students, which is appropriate and required for their growing years.

#### 3.2 Target Audience

- **Primary Audience:** Hindi-medium students in classes 9 to 12 (ages 14–18) preparing for NEET, IIT-JEE, Olympiads, NDA, SSC, NTSE, BPSC and UPSC.
- **Secondary Audience:** Teachers and supporting students' exam preparation at large.

#### 3.3 Specification of Educational Learning Material for Class IX-XII (9293 Schools)

- a. No. of Pages: 80
- b. Educational Learning Material Size: 8.5"X11" (23 x 36)
- c. Complete printing in four colours.
- d. Paper for inside on Glazed Newsprint 56 GSM.
- e. Paper for cover 90 GSM art paper
- f. Binding: Centre stitch
- g. Quantity: 20 pc per school

#### 3.4 Guideline for Developing Competitive Educational Learning Material Dummy for Classes 9 to 12

Publishers are expected to develop sample Dummy for classes 9 to 12 (80 Pages) covering basic features of a children Educational Learning Material based on language & science. This dummies of 80 pages each should be in complete multicolor with full of pictures, Cartoons and illustrations. 80 pages dummy shall be covered from these 100 Topics given below.

1. Advanced Physics/ Chemistry/ Math/ Biology problems
2. Astronomy & Space Science
3. Awards & honours
4. Bihar History & Culture: Must-Know Facts
5. Biology
6. Biology Diagrams
7. Botany
8. BPSC
9. Career Guidance
10. Civics & Constitution Basics for Students



11. Communication tips
12. Combined Practice Set – JEE/NEET/NTSE
13. Conquer Exam fear
14. Constitution Knowledge
15. Counseling tips
16. Current Affairs & General Knowledge
17. Did you Know / Facts
18. Economics
19. Economy, science, and defense updates
20. English Grammar
21. Environmental Conservation
22. Essays on current topics (with model formats)
23. Exam Mantras
24. Exam Pressure
25. Exam trends & model questions
26. Focus on Algebra, Trigonometry, Geometry, and Statistics
27. Geography
28. Higher-order thinking problems
29. Highest Common Factor
30. History
31. How to Manage School & Coaching Together
32. How to Manage Stress, Sleep and Screen Time
33. IIT-JEE Section
34. Important Static Current GK
35. Indian History & Freedom Struggle
36. International Science based Awards
37. Interview Section
38. JEE Pattern-Based Practice Set
39. Leadership of Top Scorers
40. Least Common Factor
41. Life at NDA: Campus, Training & Career Opportunities
42. Logical Games
43. Logical Reasoning & Mental Ability
44. Major Current Happening in Science
45. Major International events
46. Maths Models
47. Maths Olympiad
48. Medical Discoveries & Inventions
49. Microbiology at School Level
50. Mind maps & flowchart
51. Mindfulness for Competitive Exams
52. Modern Science
53. Monthly Test Series / Mock Test Papers
54. Motivation & Success Stories
55. Motivational stories of students
56. Model Based Learning
57. Must-Know NCERT Points – Biology Focus
58. Must-Know NCERT Points – Physics Focus
59. National & International Current Affairs



60. NDA
61. NEET Section
62. NEET Booster MCQ Practice Sets
63. NTSE & All Subjects wise Olympiad
64. NTSE Mental Ability Practice Set
65. Olympiads / IIT /JEE & NEET Foundation
66. Panchayati Raj & Local Governance
67. Personality Development & Soft Skills
68. Physical Fitness
69. Physics Concept Capsules
70. Political Science
71. Project Ideas
72. Quiz on Current Affairs
73. Quantitative Aptitude: Shortcuts & Formulas
74. Railway Foundation
75. Reader's Corner & Essay Writing
76. Recent discoveries and missions (NASA/ISRO etc.)
77. Scholarships and international exams
78. Science Models
79. Science Olympiad
80. Science in Daily Life
81. Skills & Habits
82. Solar System
83. Speed calculation tricks
84. Spoken English exercises
85. Sports, Summits, rankings
86. SSB Interview Tips: From Psychology to Personal Interview
87. SSC
88. Static GK
89. Study Planner Templates
90. Time Management
91. Tech News
92. Theories of Physics, Chemistry & Maths
93. UPSC
94. Vedic Mathematics
95. Venn Diagrams & Decision Making Practice
96. Verbal & Non-Verbal Reasoning for NTSE
97. Visuals Learning Aids
98. World History
99. World Politics
100. Zoology

### 3.5 Key Features

- **Monthly Theme:** Each issue will revolve around a central theme (e.g., "World History," "World Politics," "Current Affairs and "Career Guidance") to tie content together and maintain coherence.
- **Curriculum Alignment:** Content will subtly align with state board syllabi for Classes 9–12, ensuring relevance to school learning.

VS

M



- **Visual Appeal:** Bright, colorful illustrations, info graphics, and photos to engage young readers.

### 3.6 Deliverables

- **Monthly Issue:** A fully designed, edited, and proofread Educational Learning Material in print formats, delivered by the 25th of each month for the following month's issue at all Blocks of the States.
- Quantity of monthly Educational Learning Material per schools would be at least 15 copies per category i.e. Class I-V, Class VI-VIII and Class IX-XII per month. It may increase or decrease up to 20%.
- The BEPC reserves the full right as far as quantity of material is concerned.

### 3.7 Approval Process

- All content must be reviewed by the editorial team for accuracy and appropriateness.
- Final layouts require approval from the chief editor and design lead before printing.

This scope of work outlines the framework for creating a vibrant, educational Educational Learning Material that inspires and empowers young learners while meeting the needs of schools and Teachers.

## 4. Standard specification of paper to be used

Sl.	Specifications	For 56 GSM Newsprint	For 100 GSM
		(IS 11688:1999 as amended)	Art paper (IS 4658:1988 as amended)
1	Paper Grammage	56 GSM	100 GSM
2	Tensile Index Nm/g(Min.)	CD-15 MD-35	CD-17 MD -25
3	Brightness percent (Min.)	52	80 (Coated side only)
4	Smoothness (Bendtsen) ml/mm (Max.)	Top Side – 250 Wire Side – 300	75 (Both side)
5	Tear Index mN. m2/g (Min.)	CD-4.5	CD – 4.0 MD – 3.5
6	Opacity percent (Min.)	90	-
7	Porosity ml/mm (Max.)	800	-
8	Burst Index (kPa.m2/g , Min)	-	0.8
9	1 minute Cobb test (Max.) Average	-25	
10	Wax Pick	-	No pick on 5A
11	Surface, pH	-	5.5 to 8.0
12	Cobb value (g/m2) Max.	-	25 (Coated Side)
13	Gloss Percent (Min.)	-	45
14	Stiffness factor (Min.)	-	175
15	Bulk, cc/g, (Min.)		-

## 5. Review/Vetting of Content for Each Month

- Selected agency/firm will develop and design the dummy copy of the content of the monthly Educational Learning Material and submit to BEPC.



- BEPC will review and finalize the content of the Monthly Educational Learning Material at the State level in the leadership of SCERT, Bihar.
- The content of Educational Learning Material shall be approved by BEPC every month.
- Agency/firm cannot make any change or alteration in the content of the text. BEPC will not pay any charges to the Agency/firm for development of dummy Educational Learning Material.
- The Agency/firm shall provide final dummies copies of Educational Learning Material by 10 days of every month. BEPC will give one duly signed approved copy to the Agency/firm.
- Agency/firm will finally responsible to develop, design, publish and supply the student Educational Learning Material within time frame at designated 537 locations across the State.

#### 6. Timeline for Deliverables:

Timeline for the whole process/deliverables will as follows:

Sl	Particulars	Timeline	Responsibility	Remarks
1.	Submission of Final draft dummy copy	10th day of the month for next month issue. (September, 2025 to March, 2026 Volume)	Agency	<ul style="list-style-type: none"> <li>• April, May, June, 2025 Volume - Within 15 days of receipt of LoA.</li> <li>• July &amp; August, 2025 Volume - Within 25 days of receipt of LoA.</li> </ul>
2.	Review/vetting of content	20th day of the month for next month issue. (September, 2025 to March, 2026 Volume)	BEPC/SCERT	<ul style="list-style-type: none"> <li>• April, May, June, 2025 Volume - Within 21st days of issue of LoA.</li> <li>• July &amp; August, 2025 Volume - Within 30 days of receipt of LoA.</li> </ul>
3.	Develop, Design, Publishing	Within 30 days of the month for next month issue. (September, 2025 to March, 2026 Volume)	Agency	<ul style="list-style-type: none"> <li>• April, May &amp; June 2025 issue - Up to 10th August 2025.</li> <li>• July &amp; August 2025 issue - Up to 25th August, 2025</li> </ul>
4.	Supply at Block level	Within 10 days of the month. (September, 2025 to March, 2026 Volume)	Agency	<ul style="list-style-type: none"> <li>• April, May &amp; June 2025 issue - Up to 15th August 2025.</li> <li>• July &amp; August 2025 issue - Up to 30th August, 2025</li> </ul>
5.	Submission of Bill along with original challan	Within 07 days after the supply at block level.	Agency	
6.	Payment process	Within 07 days after	BEPC	



		the receipt of bill.		
--	--	----------------------	--	--

**7. Packing Instructions**

- The Publishers will be required to pack Educational Learning Material in packing of 100 copies each bundle.
- Block/BRCs wise requirements would be provided along with work order.
- As per the packing list for each block/BRCs, publisher will have to supply Educational Learning Material to all 537 blocks/BRCs of districts.

**8. Delivery**

- The Bidder must supply as per the sample paper submitted along with Technical bid.
- Delivery will be at 537 Block/BRCs level across the State.

**9. Web-based software solution for monitoring**

The selected bidder also shall design, develop, and maintain a web-based software solution for monitoring of supply and distribution of monthly Educational Learning Material deliveries at the block level. Key responsibilities include:

1. Monitoring Dashboard: Provide a user-friendly interface for real-time tracking of monthly delivery status at block level offices as well as schools.
2. Delivery Receipt Capture: Enable digital capture of delivery receipts, allowing block official to upload scan/soft copies of delivery receipts.
3. Distribution Report Capture: Enable digital capture of distribution reports, allowing block official to upload scan /soft copies of distribution reports after distributing among schools.
3. Documentation and Reporting: Facilitate easy retrieval of delivery records and reporting, including total copies delivered and stored receipts for audits.
4. User Access Management Implement role-based access control to secure sensitive information.
5. Agency/Firm will also provide online training to all block level officials for smooth functioning of web based software and timely updation of receipt and distribution report.

✓

✓



**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: ssabihar@gmail.com

Sir,

**Ref: - Request for Proposal (RFP) for the Development, Design, Publish and Supply of Educational Learning Material (Monthly) at Govt. Schools in Bihar**

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

We hereby agree and undertake as under:

- 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.
- This Proposal is valid till (90 days from the Proposal Due Date). RFP can be download from the website <https://eproc2.bihar.gov.in>
- Bidder shall submit, along with their bids, EMD of Rs. XXXXXXXXX/- (Rupees XXXXXXXXXXXXX only) in the form of Bank Guarantee issued by the Schedule Bank, in favor of the "State Project Director, Bihar Education Project Council.
- 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 Scope**

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: ssabihar@gmail.com

**Sub: - Request for Proposal (RFP) for the Development, Design, Publish and Supply of Educational Learning Material (Monthly) at Govt. Schools in Bihar**

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 Monthly Educational Learning Material to students across Primary, Middle, Secondary and Higher Secondary Schools in Bihar through BEPC, GoB Bihar, Patna is INR (in figures) XXXXXXXXXXXX (INR XXXXXXXXXXXX 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**

**Request for Proposal (RFP) for the Development, Design, Publish and Supply of Educational Learning Material (Monthly) at Govt. Schools in Bihar**

S. No	Price Quoted for	Unit Price Quoted (In Rs.) Including all taxes and transportation up to 537 Block/BRCs Office level		
		Year I 2025-26	Year II 2026-27	Year III 2027-28
1.	Monthly Educational Learning Material for students of Primary Classes 1 to 5			
2.	Monthly Science Educational Learning Material for students of Classes 6 to 8 (Bilingual Hindi & English)			
3.	Monthly Competitive Educational Learning Material for students of Classes 9 to 12 (Bilingual Hindi & English)			
Total cost of all Educational Learning Materials per unit				

**Note:**

- GST shall be payable at prevailing rates.
- The bidder needs to quote for all the items, failing which bid is liable to be rejected.
- The above prices should be inclusive of all as per scope of work.



**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 Performance Bank Guarantee (PBG)**

To

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

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 surety-ship 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

