

शिक्षण मंडळ पुणे महानगरपालिका यांचेकडून खालील तपशीलाप्रमाणे नमुद केलेल्या बाबींसाठी दोन लिफाफे (Two Bid System) पध्दतीने सिलबंद निविदा सक्षम संस्था, व्यक्ती, कंपनी यांचेकडून मागविण्यात येत आहेत. निविदा अर्जासोबत निविदा अटी व इतर सविस्तर माहिती वरील पत्यावर समक्ष मिळेल, पोष्टाने माहिती पाठविली जाणार नाही व पोष्टाने आलेल्या निविदा स्विकारल्या जाणार नाहीत.

- 1. कोरे निविदा प्रपत्र विक्री**
निविदा सूचना प्रसिध्द झाल्यापासून सोमवार दिनांक 11/10/2010 पासून शनिवार दिनांक 30/10/2010 पर्यंत कार्यालयीन वेळेत फक्त शिक्षण मंडळ कार्यालयात मिळेल.
- 2. निविदा व बयाणा स्विकृतीची तारीख व वेळ**
निविदा सूचना प्रसिध्द झाल्यापासून सोमवार दिनांक 1/11/2010 रोजी दुपारी 1.00 वाजे पर्यंत
- 3. निविदा (1अ कागदपत्रांचे पाकीट)
(1ब तांत्रिक बाबीचे पाकीट)
उघडण्याची तारीख व वेळ**
सोमवार दिनांक 1/11/2010 रोजी दुपारी 3.00 वा. किंवा कार्यालयीन सोयीनुसार निविदा भरणाऱ्यांच्या किंवा त्यांच्या अधिकृत प्रतिनिधी यांचे समक्ष उघडण्यात येतील.
- 4. व्हर्च्युअल क्लासरूमचे प्रात्यक्षिक (डेमो.)**
मंगळवार दिनांक 02/11/2010 रोजी दुपारी 3.00 वा.
- 5. निविदा दराचे पाकीट (Comercial Bids) उघडण्याची तारीख व वेळ**
गुरुवार दिनांक 04/11/2010 रोजी दुपारी 3.00 वा.

6 शिक्षण मंडळ, पुणे मनपाचे करिता शैक्षणिक वर्ष 2010-11 अखेर खरेदी करावयाच्या बाबी व त्याचा तपशील पुढीलप्रमाणे -

अ.क्र.	तपशील	तरतुद रूपये	फॉर्म किंमत
1	व्हर्च्युअल क्लासरूम सुविधा उपलब्ध करणे व त्याअनुषंगाने आवश्यक बाबींचा पुरवठा करणे	5,00,00,000/-	2,000/-

सुचना -

- निविदा भरताना बयाणा रक्कम शेकडा 1 टक्का व निविदा मान्य झाल्यावर शेकडा पाच टक्के अनामत रक्कम भरणे आवश्यक आहे. निविदा फॉर्म सोबत अटी, स्पेसिफिकेशन निश्चित केलेली बयाणा रक्कम कार्यालयात भरून मुदतीत निविदा घेवून ती मुदतीत भरून देणे आवश्यक आहे.
- निविदा प्रसिध्दी प्रक्रिया, अनुषंगिक करार इ. सर्व बाबींकरिता महाराष्ट्र शासनाने 2 जानेवारी 1992 रोजी प्रसिध्द केलेला शासन निर्णय व शिक्षण मंडळ कायदा 1947 व नियम 1949 चे तरतूदीस अधारितच असेल.
- कोणतीही निविदा स्विकारणे व नाकारणे हा शिक्षण मंडळाचा अधिकार आहे व राहिल
- व्हर्च्युअल क्लासरूम सुविधा उपलब्ध करून देण्याचे आदेश मिळाल्यापासून एकूण 60 दिवसांचे आत सदर सुविधा कार्यान्वित करून द्यावी लागेल.
- सदर निविदा त्या संबंधीची सर्व माहिती पुणे मनपाच्या वेबसाईट www.punecorporation.org वर पाहण्यासाठी प्रसिध्द करण्यात आलेली आहे व शिक्षण मंडळाचे नोटीस बोर्डवरही प्रसिध्द केली आहे.

स्वाक्षरी/-

अध्यक्ष,

शिक्षण मंडळ, पुणे महानगरपालिका

स्वाक्षरी/-

शिक्षणप्रमुख,

शिक्षण मंडळ, पुणे महानगरपालिका

शिक्षण मंडळ, पुणे महानगरपालिका
स्पेसिफिकेशन सन 2010 – 11.

डॉ. सर्वपल्ली राधाकृष्णन व्हर्चुअल
क्लासरूम

बयाणा रक्कम रुपये 5,00,000 / –

निविदा स्विकारण्याचा अंतिम दिनांक – 1/11/2010

वेळ – दुपारी – 1.00 वा. पर्यंत

सोबत स्पेसिफिकेशन जोडलेले आहे.

स्वाक्षरी / –

अध्यक्ष,

शिक्षण मंडळ, पुणे महानगरपालिका

स्वाक्षरी / –

शिक्षणप्रमुख,

शिक्षण मंडळ, पुणे महानगरपालिका

**Request for Proposal to Implement
Virtual Classroom Technology –
for School Board Schools of
Pune Municipal Corporation on a BOT basis**

TENDER DOCUMENT

TENDER NOTICE NO: PMC/SB/VC/2010/_____

INDEX

Sr. No.	Particulars	Page No.
1.	Summary of Tender Notice	3
2.	Invitation of Tender	4
3.	Project Objective	4
4.	Current Scenario in Schools	4
3.	Scope of the Project	4
4.	Eligibility Criteria	11
5.	Instructions to Bidder	13
6.	Terms & Conditions of the contract	21
7.	Annexure-I - General Information (Pre Qualification)	24
8.	Annexure-II (Acceptance of Technical Scope Form)	25
9.	Annexure-III (Format for details of Proposed Staff)	26
10.	Annexure-IV - Acceptance of Technical Form (Technical Compliance)	27
11.	Annexure-V - Hardware Specifications	33
12.	Annexure-VI - Peripheral Specifications	33
12.	Annexure-VII – Forms and Formats of Financial Proposal (Commercial)	36

Summary of the tender notice

Tender Reference	TENDER NOTICE NO.01/2010/_____
Tender Fee	Rs. 2000
Availability of Tender document	School Board, Pune - 400007 from 30/09/2010, till 30/10/2010 17:00 hrs, 2010
Last Date, Time and place for receipt of offers	1/11/2010 till 1 PM
Time and Date of Opening envelope 1 A	1/11/2010 , 3 PM
Time and Date of Opening of the Technical offer	1/11/2010 , 3 PM
Demo	2/11/2010, 3 PM
Time and Date of Opening envelope 24	4/11/2010, 3 PM

D) Invitation of Tender

School Board, Pune invites sealed Bids containing three parts viz. (a) Pre Qualification Bid, (b) Technical Bid and (c) Financial/ Commercial proposals in separate sealed envelopes from reputed and experienced organization/ Institutes for the implementation of Virtual Classroom Technology in the School Board schools on BOT basis.

II) Project Objective

The key objective of this project is as follows:

- Reduce the scarcity of Skilled Teachers and motivate students to think innovatively
- Get access to knowledge from expert educationalist
- Get access to General Knowledge, National Geography, and Quiz, environment, Health etc.
- Use of latest tools and techniques for teaching like, e-learning content, Virtual Classroom technology, etc.

III) Current Scenario in Schools

The current scenarios of the schools are as follows:

- Each class has around 3-5 division
- Each division has around 40-50 students
- In a week Monday to Saturday full day
- Each day 8 periods for 45 minutes
- Medium of instructions is Marathi, English and Urdu

Teachers are currently using blackboard to teach and students are not familiar with the latest teaching methodology and innovative teaching approach.

IV) Scope of the Project:

I. Brief scope of the solution:

- i. Provide online synchronous training using Virtual teachers to all the students of standard V to VII for 50 buildings of School Board, PMC Schools.
- ii. 5 Studios to be created in selected school premises provided by School Board, Pune, to provide the training by the Virtual teachers using a virtual classroom.

- iii. Creating 2 A/V Classrooms for presenting virtual training in each building (total 50) to deliver the online training, using digital contents, expert’s videos, etc in a virtual classroom training scenario.
- iv. High Speed Connectivity to ensure real time learning experience and delivery of videos.
- v. Digital and power point contents with illustrations and rich multimedia elements for class V to VII, would be used by the Virtual teachers and classroom teachers
- vi. Co-ordination, training & effective delivery support to make teachers adopt new delivery methodology & student to realize the full benefits of the virtual classroom system.
- vii. Provide minimum of 45 minutes virtual classroom training session every week for targeted subject (as mentioned in the table below) and for each targeted class in the schools covered in this scope.
- viii. Following subjects should be covered in the Virtual classroom training sessions:

Class	Subjects
Vth, VIth and VIIth	Mathematics
Vth, VIth and VIIth	Science
Vth, VIth and VIIth	Language
Vth, VIth and VIIth	Others (Social Science, General Knowledge and Innovations in Computers)

II. Solution Approach:

The Virtual Classroom Solution architecture should be as follows:

There will be a studio to telecast the live session of Virtual teachers-, Studio will be a small size classroom with proper lighting and acoustics located in the School Premise of PMC Schools. Each teacher will have a User ID and Password to use the virtual classroom application. Once teacher completes the training session, the session will be automatically recorded and uploaded on the server and the classroom teacher can download the session for the students who have missed the lecture or for revision on the local classroom computer.

The Administrator on behalf of School Board, Pune should be able to perform the following activities with the help of the Virtual Training Platform:

- Create login id for Virtual teacher and class teacher
- Track the usage of each school

Virtual teacher should perform the following activities with the help of the Virtual Training Platform:

- Conduct On-line teaching
- Use of audio, video, multimedia content and deliver interactive sessions for the students
- Answer queries of particular classroom teacher during the live session one at a time
- Teach in multiple A/V Classrooms simultaneously
- Text based chatting with classroom teacher on behalf of students
- Choose to close live session of any A/V classroom at any point of time
- Upload the video of the live session so that classroom teacher can download the session for the students who have missed the lecture or for revision on the local classroom computer
- Post questions to classroom during the live session
- Allow the classroom teachers to have control of the session at any point of time
- Allow to change the view of User Interface as per the requirement like classroom or digital content or both

Classroom Teachers should perform the following activities with the help of this Virtual Training Platform for students:

- Download recorded video clip for the students who have missed the lecture or for revision on the local classroom computer
- Review the Self paced learning material for rapid preparation of tests
- Answer the questions posted during the session and do reviews
- View all the queries posted during the live session in the recorded video while revising
- Allow bookmarking in the recorded session
- Allow to change the view of User Interface as per the requirement like classroom or digital content or both
- Text based Chatting with Virtual teacher
- Post queries to the Virtual teacher during the live session
- Allow recorded sessions to view locally
- Allow to use the computer based training mode locally for regular teaching

III. Infrastructure required for the solution

A/V Classroom and Studio Infrastructure development:

- Proper Lighting of the room
- Electrical wiring for the UPS power points required for the equipments
- The sunlight is very different in nature from artificial light in terms of temperature, and creates sharp contrasts in the room, which creates problem in automatic adjustment mechanism of most cameras for videoconferencing systems. So sunlight/natural light should be stop entering into the classroom using the curtains or opaque blinds to cover the windows.
- All cables and power points in the A/V Classroom and Studio
- UPS with 3 hrs backup

Following Infrastructure should be available in each Studio:

- i. 1 Desktop system with configuration as per the specifications mentioned in the Annexure VII (A) to run the solution and use the projector
- ii. 1 Camcorder as per the specifications mentioned in the Annexure VII (E) to transmit live class video to the remote faculty
- iii. 1 Speaker system
- iv. 1 Microphone for communicating with the classroom teacher
- v. Proper electrical wiring to connect the above items
- vi. 1 Round Table and 2 Chairs
- vii. 1 UPS with 3 hrs backup as per the specifications mentioned in the Annexure VII (F)
- viii. 1 32" LCD TV

Following Infrastructure should be available in A/V Classroom at School premises:

- i. 1 Desktop system with configuration as per the specifications mentioned in the Annexure VII (A) to run the solution and use the projector
- ii. 1 Projector as per the specifications mentioned in the Annexure VII (D) with 8ft by 10ft white screens for students to view live sessions
- iii. 1 Webcam as per the specifications mentioned in the Annexure VII (B) to transmit class video to the remote faculty
- iv. 1 Speaker systems capable of amplifying studio faculty voice to entire class as per the specifications mentioned in the Annexure VII (C)
- v. 1 Microphone for communicating with the Virtual teacher Proper electrical wiring to connect the above items

- vi. 1 Computer Table and 1 Chair
 - vii. 1 UPS with 3 hrs backup as per the specifications mentioned in the Annexure VII
- (F) Option B

IV. Connectivity setup for the A/V Classroom and Virtual Studio

Following connectivity and connectivity setup required for the school studios & A/V classrooms

- i. High Speed Connectivity to all primary school covered in the scope of this tender with minimum 1 mbps per A/V room
- ii. High Speed Connectivity at all 5 studios with minimum 1 mbps per studio.

V. Virtual Classroom Training Platform and its features

- i. The Virtual Training Platform should help schools to conduct live sessions in the classrooms using high speed connection and projector.
- ii. The Virtual Training Platform should allow training at classroom level and on-line teaching via studios seamlessly.
- iii. The Virtual Training Platform should allow seamless delivery of Computer Based Training products on K12 contents and Computer literacy.
- iv. The Virtual Training Platform must have the facility to record and generate content after completing the live session, which can be used for self paced learning and revision of students.
- v. During the live session the Virtual Training Platform should allow presenters to share relevant documents, presentations, videos, graphics etc. on their PC system, including any application or file.
- vi. The Virtual Training Platform should allow the Virtual teacher to promote the classroom teachers to become a presenter.
- vii. The Virtual Training Platform should allow Virtual teachers to post multiple choice questions during the live session and classes should be able to answer them.
- viii. The Virtual Training Platform should allow Virtual teachers to see the answers posted by the classroom in graphical manner as percentage of classrooms selected for each option.
- ix. The Virtual Training Platform should allow classroom teachers to download the recorded video session.
- x. The Virtual Training Platform should allow classroom teachers to post live queries to Virtual teacher.

- xi. The Virtual Training Platform should allow private text based chatting between Virtual teacher and the classroom teacher.
- xii. The Virtual Training Platform should allow Virtual teachers to deliver a lecture with the help of audio, video, multimedia content and other illustrations & interactive sessions.
- xiii. The Virtual Training Platform should allow administrator to track the user's usage.
- xiv. The Virtual Training Platform should allow synchronization between audio and video
- xv. The Virtual Training Platform should allow desktop sharing to both Virtual teacher and classroom teacher, if Virtual teacher permits.
- xvi. The Virtual Training Platform should allow Virtual teachers to know the classrooms that are online during the live session.
- xvii. The Virtual Training Platform must be extremely user – friendly.
- xviii. The Virtual Training Platform must provide bookmarking option.
- xix. The recorded videos for this Virtual Training Platform must have the features like, indexing, search, pause, bookmarks, etc.
- xx. The Virtual Training Platform should enable trainers to create, manage, deliver, and access training on demand.
- xxi. The Virtual Training Platform should be web based and must run in a client browser.
- xxii. The Virtual Training Platform must run on Microsoft Windows 7 OR higher versions of Windows Operating System.

VI. Training Content

Training content for standard V to VII for subjects as per state board syllabus should be made available to Virtual teacher to provide superior training with mixture of audio, text, video and multimedia content.

- i. The language of training contents should be in both Marathi and English
- ii. All contents should be homogeneous with respect to screen layout, user interface, etc
- iii. The contents should have the assessments in each module
- iv. The contents should have audio and text in Marathi and English
- v. The contents should use lot of images and animation to explain the topics
- vi. The contents should be as per the syllabus of the State board
- vii. The Virtual teachers should be familiar with the contents

- viii. The contents should be user friendly
- ix. Digital content should be locally available at A/V classroom

VII. Virtual teacher

Virtual teachers should help the current PMC school teachers to think innovatively and use this medium to enhance their skills and adapt themselves to this mode of delivery of training. Virtual teachers should have excellent communication in Marathi and English and should have understanding of blended training. Virtual teachers should be familiar with the training content before starting the classes.

Mathematics and Science are core subjects today and deals with logic, decision-making, deductions, assumptions, precision, clarity of thought and the ability to solve problems in a calculative manner. Virtual teacher opinions will help students to develop their reasoning and problem-solving skills, and in general, the ability to think. These key subjects will help student to understand almost every area they opt in the future whether science and technology, medicine, the economy, or business and finance. Virtual teachers will share their best practices during the sessions which will help the classroom teacher to enhance his/her teaching skills and students to think. Apart from Science and Mathematics the subjects covered during the sessions will be Language, General Knowledge, Computer and Social Science.

Virtual teachers should focus on the following:

- i. Analytical and logical thinking of students
- ii. Develop presence of mind for students and build their interest towards learning
- iii. Familiarize students with the Virtual Classroom methodology
- iv. Groom the current PMC School teachers to use this setup innovatively and efficiently
- v. Interactive and lively sessions with the students
- vi. Concentrate on two way communication instead of one way
- vii. Efficient time management
- viii. Provide control to PMC School teachers in the classroom and ask them to take the session
- ix. Student-centric approach

VIII. Teachers Training

Bidder has to provide training to 1 teacher per subject (Total 4 as per the scope) per PMC School

covered in the scope of this tender using their Virtual teachers for 1 day. This training will be focused on how to use the Virtual Classroom Application, guidelines for training session, checklist for starting the Virtual Classroom Application, usage of curriculum based digital content for Computer Aided Learning, steps to download and play recorded sessions, trouble shooting, etc. The training should be scheduled every quarter for 1 day at a central location.

Selected Bidder needs to submit the schedule of teacher training at least 15 days in advance to School Board.

V. Eligibility Criteria:

1. The Bidder must be a Company registered in India and should have been in existence from last 3 years as on 31st March 2010. Consortium in any form is not allowed.
2. The Bidder must be in operation in India for at least last 5 years in education business. Bidder shall fulfill all the eligibility criteria and shall be wholly and severely liable for the project and shall be single point of contact for this project.
3. The Bidder must have an annual turnover of Rs. 1 crore per annum for last 3 consecutive years. The copies of the audited annual accounts for the last three years or Auditor's certificate must be attached along with the bid. Bidder should submit the Company PAN Number details as proof of Income Tax Registration.
4. The Bidder must have developed proved educational solutions or contents which are provided to education department/s in the state of Maharashtra or education department/s of any other state in India. Supporting documents must be submitted by the Bidder.
5. The Bidder must have worked on educational project/s with school education department in Maharashtra; supporting documents must be submitted by the Bidder.
6. The Bidder must submit Copy of Service Tax Registration and Sales Tax/MVAT Registration Certificate and Sales Tax/MVAT Payment Receipt of 2008-09 & Sales Tax/MVAT Clearance Certificate of 2009.
7. General Power of attorney / Board of Directors resolution /Deed of Authority executed in favor of person(s) authorized to sign the Bid Document and the contract and all correspondences/document thereof.

8. The Bidder must have experience of training minimum 1000 people from government department/s in Maharashtra in capacity building in the field of IT.
9. The Bidder must have multimedia and content development team based in Pune for last 5 years.
10. The Bidder's Expert teachers must have minimum 5 years of experience in the field of training. Bidder is required to submit minimum 10 Virtual teacher's details as per the Annexure V.
11. During the technical evaluation, the Bidder will be evaluated based on the features compliance sheet, proposed solution and details of trainers and need to comply with minimum 70% of the marks to be considered for commercial evaluation.
12. The contents for school curriculum and computer education must be readily available. Contents must be in Marathi and English and should belong to the Bidder.
13. The bidding firm has to provide a Project Manager, who has more than the 5 years of experience in handling educational training projects and educational content development and teacher training pedagogy and he/she should be fluent in Marathi, English and Hindi. Bidder is required to submit Project Manager Details as per the Annexure III.
14. The Virtual Application Server should be hosted in Maharashtra preferably Pune.
15. The Virtual Classroom Application service provider must be from Maharashtra and should be in existence for past 1 year.
16. Bidder has to provide Technical Support Policy for 3 years provided by the Virtual Classroom Application platform OEM.
17. Bidder has to provide an authorization letter from the Virtual Application software service provider OEM for submission of the bid.

VI. Instructions to bidder:

1. The tender document is available and can be purchased from the office of the School Board, Pune. The filled tender form shall accompany a crossed Demand Draft for Rs.2,000/- as tender fee drawn from only Nationalized Bank drawn in favor of the School Board payable at Pune at

par without which tender will be taken as incomplete and shall not be considered. The D.D. should be kept in the pre-qualification bid envelope in case of tender document is download.

2. This RFP document is non-transferable.
3. The Bid document will contain two (2) envelopes-

- I. Pre Qualification & Technical Bid

- a. Pre Qualification Bid

- b. Technical Bid

- II. Financial/Commercial Bids

- I. Pre Qualification & Technical Bid (Envelope I):

- I(a) Pre qualification envelope should contain the following information:

- a. General information of the Bidder as per Annexure.
 - b. Turnover details for last three years as per Annexure.
 - c. Proof in form of agreement copy for educational project being implemented in education department in Maharashtra.
 - d. Original receipt of purchased Tender Document.
 - e. EMD in form of Demand Draft valid for 90 days.
 - f. Envelope should be repeat sealed and super scribed as **Pre-Qualification Bid-Envelop – I (a); Tender No. -06 _____** of the vendor, Contact address, telephone no., fax and email id should be written on the cover.

- I(b) Technical Bid envelope will contain Technical Bid and should be filled in original and should be sealed in a separate cover. All supporting documents / proofs / annexure / enclosures etc. should be attached to this Technical Bid. One signed copy of the Tender document to be annexed in the Technical Bid envelop. The Technical Bid should be sealed and super scribed as **Technical Bid-Envelope – I (b); repeat Tender No. -06 _____** Name of the vendor, contact address, telephone no., fax and email id should be written on the cover.

Both Envelope I (a) Prequalification Bid & I (b) Technical Bid should be placed in one single envelope and super scribed as **Pre Qualification & Technical Bid-**

Envelope – I; repeat Tender No. - 06 _____ Name of the vendor, contact address, telephone no., fax and email id should be written on the cover.

- II. The Financial/Commercial Bid as prescribed should be filled in original for a consolidated rate and sealed in a separate cover. The Financial/Commercial Bid should be super scribed as **Financial/Commercial Bid- Envelope - II; repeat Tender No. - 06 _____** Name of the vendor, contact address, telephone no., fax no. and email id should be written on the cover. The Bid should be unconditional and in the format given in the tender document.
4. Two bids i.e. I. Prequalification Bid & Technical Bid and II. Financial /Commercial Bid should then be put in a single outer cover sealed and super scribed Bid document for implementation of Virtual Classroom Technology for Schools of Pune Municipal Corporation.
 5. Where ever Format is provided in the bid document to convey information, Bidder must use only those formats. In other cases, Bidder can evolve its own format to convey information. Name of the vendor, contact address and telephone no. should also be written on the cover so as to return unopened in case it is declared late. If the outer envelope and all the two enveloped I and II are not sealed and marked as required above, School Board will not be responsible for the bids misplacement or premature opening.
 6. Amendment/Amendments to Bidding Document :

All the amendment/s will be communicated in written to the bidders who have purchased the bid document. Amendment/s will be binding on all bidders.
 7. Details to be Furnished :
 1. All particulars must be furnished with a proof as required in the prescribed prequalification, bid.
 2. Financial Bid will have to be submitted in the prescribed formats as given in the bid document.
 3. The rate should be clearly indicated both in words and figures. Whenever there is a discrepancy between words and figures, the rate indicated in words shall apply.
 4. The Bid must be valid for a period of at least 90 days from the last date for submission of Bid. A Statement to that effect must be enclosed by Bidder. A Bid valid for a shorter

period shall be rejected as non-responsive.

5. The Prequalification & Technical and Financial/Commercial Bid shall be signed and sealed by the Bidder or a person/persons duly authorized by the Bidder including all pages & documentary evidences.
6. All information as required in the Technical Bid must be furnished. Else the bid is liable to be rejected.
8. Earnest Money Deposit (EMD) :

Tender should be accompanied by an EMD of 1% of the tender value for an amount of Rs.5,00,000/- which will be valid for a period of at least 90 days from the last date of submission of the bid in the form of Demand Draft of Nationalized Bank payable at Pune in favor of Administrative Officer School Board PMC. According to Government Resolution (GR) dated 2nd January, 1992 Parishista 12, if the bidder submits a letter of certificate of being a Small Scale Industries (SSI) unit of the current year, the bidder will be liable for certain discounts.

The EMD of the unsuccessful Bidders will be returned after the award of the contract within 30 days time.

Bidders, under any circumstances, will not be entitled to claim or receive interest/penalty/damages from School Board on account of the Tender Fee, EMD, Deposit required to be submitted under this tender and the contract. No claim/dispute in this regard will be received or accepted. The above EMD amount will be held by School Board, Pune, till it is returned and will not earn any interest thereof.

9. Forfeit of (EMD) : EMD will be liable for forfeiture
 - a. if a Bidder withdraws its bid during the period of bid validity or
 - b. In the case of a successful Bidder, if the bidder fails to:
 1. Sign the contract in time

AND/OR

 2. Furnish performance security in time.- c. In the case where School Board has to allocate this project to the immediate next

successful bidder, the difference in the bid amount would be recovered from failed bidder as penalty.

10. Last date and Time for Submission of Bid : Bids completed in all respects, as required in bid document, MUST be submitted to authorized person on or before 01/11/ 2010 upto 13.00 hrs in the office of the School Board, Pune.
11. Late Bid: Any Bid received after the Date and Time indicated in bid document, shall NOT be put for evaluation on any count and such bids shall be returned unopened.
12. Opening of Bid and Evaluation Criteria Thereof :
 1. The Bids received will be opened by the School Board, Pune OR its Tender Committee at 15.00 hrs. on 01/11/2010 in the presence of those Bidders or their representatives with a letter of authority who prefer to attend the tender opening. Pre Qualification and Technical Bids will be opened on the same day. School Board OR Tender Committee will in the 1st round will open the Pre Qualification Bids and qualify the Bidders for Technical Bid opening. Only those Bidders who qualify the 1st round will be allowed to stay for the Technical Bid opening. In the 2nd round Technical Bids will be opened. School Board, Pune OR Tender Committee will evaluate the bids and inform date & time to only successful Bidders for Technical Presentation, which will be organized in-front of the School Board, Pune OR Tender Committee.
 2. Qualified Bidders for technical presentation will be informed by letter (fax/courier) or by telephone by School Board's office.2. Financial/Commercial Bid will be opened only after through technical evaluation and calculation of technical score post the technical presentation of the successful Bidders in the above step 1.Dates for opening of Financial Bids will be informed separately. Financial Bids will be opened by School Board, Pune OR Tender Committee. Financially qualified Bidder will be informed by letter (fax/courier) or by telephone by School Board's office.
 3. Bids submitted by the Bidders will be opened and checked for submission of EMD by the Bidder. Bids submitted without EMD will be summarily rejected.
 4. Preliminary examination of Bids:

- a) Preliminary scrutiny will be made to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- b) Prior to the detailed evaluation, School Board, Pune will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations.
- e) If a bid is not substantially responsive, it will be rejected by the School Board, Pune.

5. Clarification of Bids

During evaluation of the bids, School Board, Pune may, at its discretion, ask the Bidder for clarification of its bid.

6. Submission of Bid:

Completed bid document must be delivered on or before 01/11/ 2010, up to 13.00 hrs. at the office of School Board, Pune.

7. Payment:

Payment will be made post completion after it is approved by the school board appointed consultant.

Payment towards running the Virtual Classrooms & Training services will be made on monthly basis.

8. Assigning of Tender in Whole or Part:

The contractor shall not assign or make over the contract, the benefit or burden thereof to any other person or persons or body corporate. No under-letting or subletting to any persons or body of corporate for the execution of contract or any other part thereof is permitted, without the written consent of School Board, Pune.

9. Deposit:

The successful Bidder will be required to submit a deposit equivalent to 5% in the form

od DD issued by the Nationalized Bank, in the name of Administrative Officer School Board PMC, of the total order value before signing of agreement. The deposit amount will be returned post successful implementation.

10. Implementation Schedule, Penalty and Termination due to Non-Fulfillment of Contract:

- a. The commission of the Virtual Classroom System should be completed within 60 days from the date of agreement and subject to timely availability of the required infrastructure.
- b. Penalty for delay in execution of project:
If the installation and commissioning of the systems is not completed after 30 days over and above the required timelines, a penalty of Rs.1000/- per day will be collected per School up to 90 days. If the installation and commissioning is not completed even within 90 days the contract will be liable for termination in part or whole at the discretion of School Board, Pune 411 005 at the risk and cost of the contractor.
- c. Penalty for absence of faculty:
Delay in starting Virtual Session as per the requirement, a penalty of Rs.5000/- per session will be collected from the Bidder.

11. Acceptance and Withdrawal:

- a. The final acceptance of the tender would be entirely vested with the School Board, Pune, which reserves the right to accept or reject any tender, without assigning any reason whatsoever. There is no obligation on the part of School Board, Pune to communicate in any way with rejected Bidders. After acceptance of the tender by the School Board, Pune the Bidder shall have no right to withdraw his tender or claim higher price.
- b. Tenders with incomplete information are liable for rejection.
- c. For each category of qualification criteria, the documentary evidence is to be produced duly signed & sealed by the contractor, serially numbered and enclosed with respective bids. If the documentary proof is not enclosed for any/all criteria the Tender is liable for rejection.
- d. Successful bidder will have to get into an agreement with School Board, on a 3%

of the deposit amount Stamp Paper as per the terms of the contract within 7 days.
If bidder fails to do so, the EMD will be forfeited.

12. General:

The Bidder has to submit an undertaking in the prescribed format in the Technical Bid that he accepts all the technical and financial/commercial tender conditions and shall abide by the same fully.

13. Evaluation of Pre - qualification Bids:

Pre - qualification Bid documentation shall be evaluated in two sub-steps.

- a) Firstly, the documentation furnished by the Bidder will be examined prima facie to see if the technical skill base and financial capacity and other Bidder attributes claimed therein are consistent with the needs of this project.
- b) If need be, in the second step, School Board, Pune may ask Bidder(s) for additional information to verify claims made in Technical Bid documentation.

14. Technical Bid evaluation:

a. Technically shortlisted Bidders will be further called for technical presentation and School Board, Pune OR Technical Committee will evaluate the proposed solution on the following parameters:

- Bidder Competence
- Bidders understanding level on the scope
- Proposed Solution
- Project Management, Schedule and plan
- Resumes of Project Manager and Trainers
- Features of the solution

Evaluation Criteria	% Weightage
Bidder Competence (Experience, Training and Current Team)	5%
Bidders understanding of the scope and Proposed Solution with project implementation plan	40%
e-Learning self paced content and its features (Demo)	25%
Features of the Virtual Training Platform	20%
Resumes of Project Manager and Trainers	10%

b. School Board, Pune OR Technical Committee will provide a time and date for the technical presentation and the technically qualified Bidder/s has to come prepared for giving the demonstration of the solution and curriculum contents.

If needed, School Board, Pune OR Technical Committee may ask Bidder/s for additional information to verify claims made in technical bid documentation.

c. During the technical evaluation, the bidder/s will be evaluated based on the features compliance sheet, proposed solution and details of trainers and need to comply with minimum 70% of the weight-age to be considered for Commercial Bid opening.

d. Bidder scoring maximum weight-age will be termed as T1.

15. Evaluation of Financial / Commercial Bids :

a) Firstly, the documentation furnished by the Bidder will be examined prima facie to see if the offer made, technical skill base and financial capacity and other Bidder attributes claimed therein are consistent with the needs of this project.

b) Financial/Commercial Bids of only those Bidder/s will be opened who score minimum 70% marks as per the Technical Bid Evaluation Criteria.

c) The bidder with the lowest quote will be awarded 100 % weight-age and termed as L1 and other will be awarded proportionately less weight-age.

16. The bidder getting the maximum weight-age out of 200 i.e. T1L1 will be selected as the successful bidder.

17. Transfer of Assets to School Board, Pune at the end of Contract period:

The Bidder shall transfer all the assets created under the project to School Board, Pune 411 005 in working condition at a value of Re.1/- .

VII. Terms and Conditions of the contract:

1. Bidders providing financial/commercial rates in the Pre qualification and Technical Bid are liable for rejection.

2. School Board reserves the right to change the tender amount before the agreement is signed with the selected bidder.

3. School Board reserves the right to increase or decrease the number of school buildings during the tenure of the tender
4. The rate quoted should be one time cost towards fixed Infrastructure/Assets and operational cost till 31st March 2011 as per the scope of the tender and separate Operational cost on per month basis for 3 years and should be inclusive of all taxes, starting 1st April 2011. The School Holidays, for Summer vacation, Diwali vacation will not be paid for.
5. The contract period shall be for 3 years from the date of signing of contract.
6. Bid Proposals with incomplete information or not in accordance with instructions or without EMD are liable to be rejected.
7. The implementation schedule of 60 days specified in the Contract shall be strictly adhered to. The right to change this schedule will rest with School Board.
8. The Bidder shall provide training to 1 teacher from each school per subject (total 4 as per scope) on how to use the Virtual Training Platform every quarter.
9. Tenders will be accepted only from those who have purchased tender document of Rs. 2,000/- from the School Board, Pune.
10. Bidder must inform the School Board about completion of Installation and Delivery for all Virtual Classroom project Infrastructure in writing and must request the School Board for inspection of the same.
11. Any dispute during provisioning of the Virtual Classroom project facility by the bidder will have to submit in writing to the concerned department of the School Board, Pune.
12. Once the Virtual Classroom project Infrastructure setup work is complete, the bidder will have to submit the invoice in full on the name of “The Education Officer”, School Board, Pune. Delivery and installation report must also be submitted duly signed by respective Head Masters of the schools.
13. Octroi NOC from PMC Octroi department must be submitted, otherwise Bills/ Invoice will not be processed.
14. School Board, Pune will not be responsible for any loss due to natural calamities.

15. Arbitration: In event of any dispute between the Parties hereto, then such dispute shall be resolved amicably by mutual consultation failing which through arbitration in accordance with the provisions of the Indian Arbitration and Conciliation Act, 1996 as amended and in force. Each party shall appoint one arbitrator and the two arbitrators so appointed shall appoint the third or the presiding arbitrator. The proceedings of arbitration shall be in the Marathi/English language. The arbitrator's award shall be final and binding on the parties. The venue of such arbitration proceedings shall be at Pune, India and language shall be Marathi/English.
16. All disputes will be subjected to Pune Jurisdiction.

Annexure – I (GENERAL INFORMATION - Pre Qualification)
Envelope- I(a)

The company should furnished the following details

1. Name of the Organization:
2. Name of the Owner:
3. Year of Establishment/Incorporation:
4. Nature of the Organization:
{Govt./Public/Private/}
5. Registered office Address with phone No., Fax No. and e-mail:
6. Website Address:
7. Details of EMD furnished Name of the Bank (Enclose EMD) Amount in Rs.
B.P.O./DD
With No. and date
8. Annual Turnover during the financial years 20007-08, 20008-09 and 2009-10:
(Rupees in Crores)
9. Experience documents as per tender requirements:

Signature of the Bidder with seal

Annexure-II (ACCEPTANCE OF TECHNICAL SCOPE FORM)
(ENVELOPE- I(b))

(To be typed on office letter head, signed and submitted in original along with Bid)

Notice No : _____

To
**School Board,
Pune – 411 005**

Date: _____

Sir,

I/We hereby submit our bid proposal for the design, deployment, implementation, support, training services for the required Virtual Classroom Training Solution are as per the specifications given in this Tender document of **School Board, Pune-411 005**.

We understand and agree that- **School Board, Pune-411 005** while awarding the contract has the right to alter, add or delete the scope for the Virtual Classroom Solution.

School Board, Pune-411 005 will award the contract to only 1 Bidder.

I/We hereby declare that in the event of award of contract to us, we shall abide by the above and other terms and conditions of the contract.

Signature of the Bidder with seal

**Annexure-III (Format for details of Proposed Staff)
(ENVELOPE- I(b))**

Proposed Position: _____

RFP for Virtual Classroom School Project

Name of Staff: _____

Profession: _____

Date of Birth: _____

Years with Firm/Entity: _____ Nationality _____

Key Qualifications:

(Give an outline of staff members' experience and training most pertinent to the assignment. Describe degree of responsibility held by staff member on relevant previous assignments.)

Education:

(Summarize college/university and other specialized education of staff member, giving names of schools, dates attended and degrees obtained.)

Employment Record:

(Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organizations, titles of positions held and locations of assignments.)

Languages:

[For each language indicate proficiency: excellent, good, fair, or poor; in speaking, reading, and writing

Signature of the Bidder with seal

**Annexure-IV (Qualifying Criteria Compliance Sheet)
(ENVELOPE- I(b))**

Sr. No.	Criteria	Documents to be Submitted	Compliance YES/NO
1.	The Bidder must be a Company registered in India and should have been in existence from last 3 years as on 31 st March 2010.	Copy of the Certificate of Incorporation for the	

	Consortium in any form is not allowed.	Company	
2.	The Bidder must be in operation in India for at least last 5 years in education business like computer training. Bidder shall fulfill all the eligibility criteria and shall be wholly and severely liable for the project and shall be single point of contact for this project.	Self declaration by company with seal and signature of the company & Shop Act	
3.	The Bidder must have an annual turnover of Rs. 1 crore per annum for last 3 consecutive years. The copies of the audited annual accounts for the last three years or Auditor's certificate must be attached along with the bid. Bidder should submit the Company PAN Number details as proof of Income Tax Registration.	The copies of the audited annual accounts for the last three years or Auditor's certificate along with PAN no. shall be attached along with the bid.	
4.	The Bidder must have developed proved educational solutions or contents which are provided to education department/s in the state of Maharashtra or education department/s of any other state in India. Supporting documents must be submitted by the Bidder.	Self declaration, agreement copy	
5.	The Bidder must have worked on educational project/s with school education department in Maharashtra; supporting documents must be submitted by the Bidder.	MOU/ Agreement Copy	
6.	The Bidder must submit Copy of Service Tax Registration and Sales Tax/MVAT Registration Certificate and Sales Tax/MVAT Payment Receipt of 2008-09 & Sales Tax/MVAT Clearance Certificate of 2009.	Copy of the mentioned certificate with seal and signature of the company	

7.	General Power of attorney / Board of Directors resolution /Deed of Authority executed in favor of person(s) authorized to sign the Bid Document and the contract and all correspondences/document thereof.	Supporting document to be submitted	
8.	The Bidder must have experience of training minimum 1000 people from government department/s in Maharashtra in capacity building in the field of IT.	Documentary Proof to be submitted.	
9.	The Bidder must have multimedia and content development team based in Pune for last 5 years.	Self Declaration by the company to be submitted.	
10.	The Bidder's Expert teachers must have minimum 5 years of experience in the field of training. Bidder is required to submit minimum 10 Expert teacher's details as per the Annexure V.	-	
11.	During the technical evaluation, the Bidder will be evaluated based on the features compliance sheet, proposed solution and details of trainers and need to comply with minimum 70% of the marks to be considered for commercial evaluation.	-	
12.	The contents for school curriculum and computer education must be readily available. Contents must be in Marathi and English and should belong to the Bidder.	Self declaration by the company	
13.	The bidding firm has to provide a Project Manager, who has more than the 5 years of experience in handling educational training projects and educational content development and teacher training pedagogy and he/she should be fluent in Marathi, English and Hindi. Bidder is required to submit Project Manager Details as per the Annexure V.	-	
14.	The Virtual Application Server should be hosted in	Self declaration by the company	

	Maharashtra preferably Pune.		
15.	The Virtual Application service provider must be from Maharashtra and should be in existence minimum for past 1 year.	Self declaration by the company	
16.	Bidder has to provide Support Policy Document for 3 years for Virtual Classroom Application platform OEM.	Support Policy Document	
17.	Bidder has to provide an authorization letter from the Virtual Application software service provider OEM for submission of the bid.	Authorization Letter to be attached	

Technical Compliance sheet Virtual Training Platform

Sr. No.	SPECIFICATION REQUIRED	Compliance YES/NO	Comments
1.	The Virtual Training Platform should help schools to conduct live sessions in the classrooms using high speed connection and projector.		
2.	The Virtual Training Platform should allow training at classroom level and on-line teaching via studios seamlessly.		
3.	The Virtual Training Platform should allow seamless delivery of Computer Based Training products on K12 contents and		

	Computer literacy.		
4.	The Virtual Training Platform must have the facility to record and generate content after completing the live session, which can be used for self paced learning and revision of students.		
5.	During the live session the Virtual Training Platform should allow presenters to share relevant documents, presentations, videos, graphics etc. on their PC system, including any application or file.		
6.	The Virtual Training Platform should allow the Virtual teacher to promote the classroom teachers to become a presenter.		
7.	The Virtual Training Platform should allow Virtual teachers to post multiple choice questions during the live session and classes should be able to answer them.		
8.	The Virtual Training Platform should allow Virtual teachers to see the answers posted by the classroom in graphical manner as percentage of classrooms selected for each option.		
9.	The Virtual Training Platform should allow classroom teachers to download the recorded video session.		
10.	The Virtual Training Platform should allow classroom teachers to post live queries to Virtual teacher.		
11.	The Virtual Training Platform should allow private text based chatting between Virtual teacher and the classroom teacher.		
12.	The Virtual Training Platform should allow Virtual teachers to deliver a lecture with the help of audio, video, multimedia content and other illustrations & interactive sessions.		
13.	The Virtual Training Platform should allow administrator to track the user's usage.		
14.	The Virtual Training Platform should allow synchronization between audio and video.		
15.	The Virtual Training Platform should allow desktop sharing to both Virtual teacher and classroom teacher, if Virtual teacher permits.		
16.	The Virtual Training Platform should allow Virtual teachers		

	to know the classrooms that are online during the live session.		
17.	The Virtual Training Platform must be extremely user – friendly.		
18.	The Virtual Training Platform must provide bookmarking option.		
19.	The recorded videos for this Virtual Training Platform must have the features like, indexing, search, pause, bookmarks, etc.		
20.	The Virtual Training Platform should enable trainers to create, manage, deliver, and access training on demand.		
21.	The Virtual Training Platform should be web based and must run in a client browser.		
22.	The Virtual Training Platform must run on Microsoft Windows 7 OR higher versions of Windows Operating System.		
23.	The Administrator on behalf of School Board should be able to perform the following activities with the help of the Virtual Training Platform: <ul style="list-style-type: none"> • Create login id for Virtual teachers and class teacher • Track the usage of each school 		
24.	<p>Training Content</p> <p>Training content for standard V to VII for subjects as per state board syllabus should be made available to Virtual teacher to provide superior training with mixture of audio, text, video and multimedia content.</p> <ol style="list-style-type: none"> i. The language of training contents should be in both Marathi and English ii. All contents should be homogeneous with respect to screen layout, user interface, etc iii. The contents should have the assessments in each module iv. The contents should have audio and text in Marathi and English v. The contents should use lot of images and 		

	<p>animation to explain the topics</p> <p>vi. The contents should be as per the syllabus of the State board</p> <p>vii. The Virtual teachers should be familiar with the contents</p> <p>viii. The contents should be user friendly</p> <p>ix. Digital content should be locally available at A/V classroom</p>		
--	---	--	--

Signature of the Bidder with seal

**Annexure-V (A) - Hardware Specifications
(Desktop Computer Specifications)**

Hardware:

CPU	Intel Pentium Core2Duo, 2.5 GHz, 2 MBL2 Cache, 800 MHz FSB
Monitor	(17" inch) TFT Digital Colour Monitor
Memory	4 GB RAM with 8 GB Expandability.
Hard Disk Drive	320 GB 7200 rpm Serial ATA HDD.
Keyboard	110 Keys
Mouse	Optical Scroll
Ports	6 USB Ports (with at least 2 in front), audio ports for microphone and headphone in front
LAN	10/100/1000 LAN Ethernet

Software:

Operating System	Windows Vista or higher version
Antivirus Software	Norton/McAfee/E-Trust/K7 or equivalent

	Antivirus (Latest Version) for 3 years License.
--	---

Annexure-VI (B) (Webcam Specifications)

Resolution	<ul style="list-style-type: none"> • 5 Mega Pixel • VGA (640 *480 pixels and above)
Compatibility	Windows Vista or Higher version

Annexure-VI (C) (Speaker Specifications for classroom)

Frequency Response	50 Hz - 15 KHZ or higher
Power Rating (RMS)	50 Watts or Higher
Warranty	3 year
Amplifier	50 Watts frequency response

Annexure-VI (D) (Projector Specifications)

Display	3 Chip LCD Technology
Resolution	XGA(1024x 768)
Data Compatibility	VGA, SVGA, XGA
Video Compatibility	NTSC, PAL, SECAM
Brightness	2000 ANSI Lumens
Color Palette	16.7 million Colors
Projection Lens and Throw ratio	Manual Zoom Lens
Light Source	2000 hrs Lamp Life
Min. Image Size	40"-210"
Projection Methods	Front/Rear/Ceiling/Desktop
Audible Noise input	Less than 45Db

Video Input	1 x Computer, 1 x Video, 15-Video, 1 x Audio
Digital Keystone Correction	+/- 30
Control	USB or RS232
Output Audio	1 Watt Stereo Audio with Inbuilt Speakers
Power Supply	120-240V at 50 60HZ
Power Consumption	Max 350 watts
Weight	Less than 3.3 kg
Warranty	Three years Onsite
Accessories	All required cables and soft carry case, wireless remote control batteries and dust cover
Remote	Remote with mouse control function /pointer /spot light
Audio Shut down	Direct switch off

Annexure-VI (E) (Camcorder Specifications)

Media	Memory Stick/ Flash Memory
Sensor Resolution (Mega Pixel)	Minimum 3
Optical Sensor Type	CMOS
Type of Video Format	MPEG-4
Lens Optical zoom	20x
Lens Digital zoom	300x
Battery (Type)	Lithium Ion
Power Supply	Power adapter
Warranty Period (Years)	3

Annexure-VI (F) (UPS Specifications)

Option A: A/V Classroom	
Load	1 no. PC's Core2Duo colour 17" LCD type + 1no. LCD Projector + 1no. Fan+ 2nos. Electronic Choke Tube lights

Capacity	UPS 1000SW 1KVA
Batteries	SMF type 12V/100Ah – 2 nos.
Backup Time	3 hrs

Option B: Virtual Studio	
Load	1 nos. PC's Core2Duo colour 17" LCD type + 1no. Fan+ 2nos. Electronic Choke Tube lights
Capacity	UPS 2000SW 2KVA
Batteries	SMF type 12V/65Ah - 4nos.
Backup Time	3 hrs
Rack	Open type battery rack

**Annexure-VII (FORMS AND FORMATS OF FINANCIAL PROPOSAL)
(ENVELOP - II)**

Financial Proposal

PRICE FORM

(To be returned in original along with the Bid Proposals)

Document No.

I / We declare that we accept the general Terms and Conditions and Special Terms and Conditions as mentioned in the Tender Document.

I / We declare that the Financial Proposal has been submitted without any conditions and strictly as per the conditions of the tender document and I / We are aware that the Financial Proposal is liable to be rejected if it contains any other conditions.

Signature of the Bidder with seal

**Annexure-VIII- (Declaration of Financial Proposal)
(ENVELOP - II)**

The following formats needs to be filled and signed in ink along with the financial proposal

DECLARATION OF FINANCIAL PROPOSAL

**To
School Board,
Pune- 411 005**

NOTE: Price Quotation

Sir,

I/We hereby submit our Proposal for deployment, implementation, training, and support for the Virtual Classroom Solution as per the Scope mentioned in the tender document. The rates are quoted in the prescribed format given below:-

Total cost of the project

Items	Amount in figure (INR)	Amount in Words (INR)
One Time Infrastructure Setup Cost and Operational cost upto 31 st March 2011 as per the scope of the tender.		
Operational cost per month as per the scope of the tender for 3 yrs		

RFP for Virtual Classroom School Project

starting 1 st April 2011.		
--------------------------------------	--	--

The above price should include all installation, transportations, duties, taxes etc.

Signature of the Bidder with seal