

REQUEST FOR PROPOSAL (RFP)

“Learning Resources for CBSE-*i*”

**CENTRAL BOARD OF SECONDARY EDUCATION
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1. INTRODUCTION

1.1 CBSE ORGANISATION AND OBJECTIVES

The Central Board of Secondary Education (CBSE), a registered society and an autonomous organization under Ministry of Human Resource Development, Government of India, is one of the important National Board of the country. The main objectives of the Board are to serve the educational Institutions effectively and to be responsive to the educational needs of the students.

1.2 DETAILS OF NUMBER OF CBSE REGIONS AND AFFILIATED SCHOOLS

The Board has approx. 13,500 schools affiliated with it spread over nine regions in India including 150 schools in twenty one countries. The 09 Regional Offices are: (i) Regional Office, Delhi,(ii) Regional Office, Guwahati, (iii)Regional Office, Panchkula, (iv)Region Office, Ajmer (v) Regional Office, Allahabad, (vi) Regional Office, Chennai, (vii) Regional Office, Patna (viii) Regional Office, Bhubaneswar, (ix) Regional Office, Thiruvananthapuram. The prime focus of the Board is on (a) prescription of suitable curriculum for its various schemes of examination in both academic and vocational streams (b) regularly updating the pedagogical skills of the teachers and administrators by conducting in-service training programme and workshops, (c) setting norms for affiliation of institutions for the purpose of public examination and; (d) prescribing as well as updating the course of instructions to raise the academic standards in the country.

1.3 CBSE-i in CBSE

Aims of CBSE-i

Education is a powerful instrument of change and the key to preparing learners for global challenges. Global citizens must essentially be lifelong learners equipped with willingness to learn constantly, engaged in collaborative team work replete with positive attitude.

The CBSE international (CBSE-i) aims to:

- ❖ Build learners with a positive attitude
- ❖ Create lifelong learners who enjoy learning to learn
- ❖ Craft confident individuals who are able to live healthy and productive lives
- ❖ Empower individuals with good citizenship values
- ❖ Strengthen the learner with Life Skill Education
- ❖ Equip learners to face challenges
- ❖ Prepare confident individuals with strong physical and emotional health

Mission and Vision of CBSE-i

The CBSE-i has been formulated to meet needs of an internationally benchmarked global curriculum. This will promote enquiry and skill based learning.. The International curriculum caters to individual learning styles in terms of pedagogy and assessment. It addresses global needs as well as relate to local issues and local culture. It will carry forward the basic strength of the Indian system of education. It aims to promote critical and creative thinking skills, effective communication skills, interpersonal and collaborative skills and information and media skills. There is an inbuilt flexibility as it provides a foundation and an extension curriculum in subject areas to cater to the different pace of learners. Through the CBSE-i, the curriculum hopes to provide quality which is equitable and accessible.

Initiation of CBSE-i

CBSE has schools spread all over the world catering to the needs of the Indian diaspora settled in different countries. The students in these schools need a curriculum that is in line with global trends and current pedagogical patterns. Further, with globalization, many international boards of education are launching their activities in India to provide an international curriculum that would facilitate learners to become global citizens for the future. CBSE with a rich experience to its credit in handling the educational needs of millions of learners over the last several decades has to respond to these challenges. It must provide a globally sensitive curriculum that would help Indian learners either to pursue their higher studies in countries abroad or interact meaningfully with global markets for ensuring active participation in the development process.

It is in this context that the CBSE has initiated an International Curriculum or CBSE-i.

Curriculum Design of CBSE-i

Five learning areas are represented as the five petals which intersect in a trans-disciplinary approach

The **first learning area is languages**; and students will study two languages upto Class-V, English and one other which could be Hindi or the student's mother tongue or any other international language. At Classes VI - VIII they will study three languages and two languages again at classes IX and X. However they do have the opportunity to offer an additional language from the languages offered by CBSE.

The language curriculum aims to develop the skills of listening, speaking, reading and writing in a variety of contexts and train students to be able to adapt language to suit different tasks, audiences and purposes. It aims to develop confidence in the students so that they can use their skills and abilities effectively. It helps to develop students' critical abilities - to analyze and critically evaluate diverse texts and to equip learners with the language to question ideas and articulate their point of view.

The second area of learning is Social Studies. This is called Environmental Education for classes I and II where it is a combination of four dimensions of environment. These are Physical Environment, Geographical Environment, Cultural Environment and Social Environment. In classes III to V students study Social Studies which will reflect components of History, Geography, Social and Political Structures. In classes VI to X Social Studies crystallizes into various disciplines of learning such as the study of History will focus largely on world history as with provisions of learning local / native history, Social and Political Structures, Geography and Economics.

The **Social Studies curriculum** aims to develop in students an understanding and evaluation of the social, political, economic and environmental dimensions of the world, and helps them formulate and justify arguments in response to a diverse range of issues.

The third area of learning is Mathematics and Technology. All students study Mathematics till class X. For classes I to class VIII the focus is on developing core mathematical skills in all learners. There will be a choice of opting for a Higher Elective Mathematics besides core in class IX leading to class X. The Mathematics Curriculum helps students develop strategies that improve their logical thinking and analytical ability. These include the ability to approximate and estimate, to use trial and improvement techniques, look for patterns and make hypotheses. They will acquire computational skills of approximation, estimation and measurement and ability to identify patterns which facilitate logical and spatial intelligences. The Mathematics Lab activities will be an integral and a compulsory part of the Mathematics curriculum and will be examinable from classes VI to X.

Information and Communication Technology is a compulsory component of the curriculum which will help students assess the impact of new technologies on society and train them to use these productively. The focus of the program is to help students understand the use of common software applications and use technology to enhance their ability to access, evaluate and research information;

The fourth area of learning is Science which in classes I and II is covered as Environmental Education where it is a combination of four dimensions of environment. These are Physical Environment, Geographical Environment, Cultural Environment and Social Environment. From classes III to V it is treated as General Science. In classes VI to X Science is studied as individual disciplines of Physics, Chemistry and Biology. The units that will be developed for class VI-VIII will reflect components of Physics, Chemistry and Biology which will be dealt by teachers in an integrated manner.

The Science curriculum offers students the opportunity to be curious, to question, to investigate, to formulate hypotheses, design and carry out experiments, make critical

observations and record results. **An addition to each of the Sciences is an extension programme** called Breakthroughs which will familiarize students to stay familiar with current trends of scientific thinking and developmental processes. This will cover current developments such as Telecommunications, the Genome project, and new age materials like recyclable plastics etc.

The fifth area of learning combines the areas of **Physical Education, Performing Arts and Visual Arts**. These offer opportunities for the development of imagination, sense of aesthetics, sensitivity and inventiveness - all of which are the requirements of a balanced curriculum.

The Physical Education (PE) curriculum contributes to the physical fitness aspect and all round development of students. The subject is unique in that it seeks to promote basic body management developing into the mastery of coordinated and skilful movement. Physical education will be a compulsory element of the curriculum for every class, from I to X. This element of the curriculum will not be formally examined at the end of the year but will be graded across the year based on student participation and teacher observations.

The Performing Arts Curriculum provides a means for personal expression, and the articulation of ideas. This will lead to inspiring and confident participation thus developing social skills through creative teamwork as well as enhancing communication skills.

The Visual Arts program is aimed at promoting intellectual, aesthetic and emotional growth. Students realize the joy of expression through various mediums. They learn to appreciate art from different cultures as well as the native arts of the country against the backdrop of the cultural context in which they exist. From classes I to V, all students experience the arts of music, dance and theatre. In Middle school from class VI to X each student opts for one learning area from the **Performing Arts** and one from the **Visual Arts**. This element of the curriculum will not be formally examined at the end of the year but will be **graded across the year based on student participation and teacher observations**.

At the heart of the Curriculum or the core are innovative programmes called **Perspectives, Life Skills, SEW A (Social Empowerment through Work and Action) and Research**.

The **Life Skills** Programme will be able to help students lead balanced, happy and successful lives. The program covers Creative and Critical Thinking Skills, Interpersonal Skills, Effective Communication Skills, Problem-Solving and Decision Making Skills, Conflict Resolution skills,

Cooperation, Leadership Skills, Self Esteem, Empathy and Dealing with Emotions as well as Coping with Stress.

Perspectives introduces students to both global and local issues through research, discussion and debate and encourages students to arrive at informed positions about contemporary issues that affect us all. Critical thinking helps to develop logic and reasoning which will build their higher order thinking skills.

From classes I to class X all students will be a part of a program of community service every year with an NGO/agency/organization of their choice. Students will keep a journal of their association and a log of their hours spent meaningfully in Social Empowerment through Work and Action (SEWA).

Research will include research or extended writing on a programme topic chosen by the student. This will be trans disciplinary in nature and will provide the opportunity to use experiences from Perspectives. This will be initiated from class VI onwards.

All the elements of the Core except Life Skills will be commented upon and are not examinable. The exhaustive syllabus document contains the teacher support materials and extensive teacher training particularly in the areas of pedagogy and assessment.

- ❖ The CBSE International (CBSE-i) provides opportunities for extended learning, development of Perspectives, Research orientation, SEWA (Social Empowerment through Work and Action) and a more liberal approach towards arts education (both Visual and Performing Art).
- ❖ It also provides an extended approach to Mathematics learning by providing for its study at two levels.
- ❖ Social Sciences with valuable historical perspectives and components of the countries in which schools are situated will be added features.
- ❖ Science will have an enrichment component called "Breakthroughs"

The National Curriculum Framework of the Government of India clearly spells the basic core objectives of the learning process at the school level. The international curriculum, however, takes cognizance of the knowledge dynamics at the global level and the need for facilitating content for meaningful and productive skills. Therefore the essential focus of this curriculum would be centered on development of skills - cognitive, emotional and psycho-motor. Some of the important principles and features that underline the curriculum design and structure are as follows:

Framework of Learning

The curriculum framework symbolized by the five components and a core is essential learning for every student from classes I to X. They need to know, understand and develop the ability to experiment explore and discover as part of their schooling across all the areas of learning.

Every learner can learn is the underlying principle

Change as... CBSE-*i* believes on the potential possibilities of every learner to learn and engage in activities in their chosen field. It would help them to benchmark themselves in their own context.

Curriculum is focused on maximizing opportunities to learn

Curriculum in various disciplines as well as the core areas builds on the learners' previous knowledge, attitudes, values and beliefs. This helps to create an environment for themselves wherein they can maximize their learning outcomes.

Curriculum is learner and learning centric

The curriculum has been designed in such a way that effective learning happens in an interactive classroom. This would really mean that the learning inputs as well as the pedagogy should yield themselves with opportunities for effective learning, as every learner is unique and the process of learning is individual specific. The curriculum is intended to meet this objective and enable the spectrum of learners - visual, auditory and kinesthetic - with specific inputs that would trigger their attention and fire their curiosity. The curriculum also provides opportunities for learning through experiences - both hands-on and otherwise.

Curriculum supports experiential learning

The focus of the curriculum at the primary level is to offer localized experiences and enable a thought process on matters and materials embedded in the learning content. The learning inputs at the primary level are general in nature and are based on the sound concepts of "from near to far". The various disciplines offer unlimited opportunities for relating the concepts with real time experiences and to scaffold the learning constructs through extended activities such as project work, development of Perspectives and Research.

CBSE-*i* curriculum provides every learner with sustained opportunities to learn

At every stage the curriculum design and pedagogy makes provisions for opportunities and experiences within and beyond the classroom to ensure that learning occurs. Curriculum decisions need to be made about the best ways to organize sustained learning opportunities for all learners. Curriculum would promote trans-disciplinary links across various disciplines. CBSE-*i* helps learners develop the fundamental concepts and ideas that underline topics,

subjects or disciplines and the relationships among them. The knowledge that focuses on key concepts and the learning outcomes related to them would need to be built by integrating it through themes across disciplines.

Curriculum is coherent and organized

The CBSE-*i* is represented by the five petals of the flower with a core at the centre. This is a visual representation of the co-curricular strengths to reinforce that they mutually empower each other through trans-disciplinary learning. The connections between essential learning in the scholastic domain and the core which includes Perspectives, Life Skills and Research and SEWA (Social Empowerment through Work and Action) would help in coherent organization of knowledge. Content selection across all areas of pedagogy and assessment practices would be interconnected and aligned. Learning in this way will add value and meaning to students much beyond the classroom and the boundaries of the school.

Dynamic and Flexible Approach

The CBSE-*i* curriculum offers flexibility in learning at the secondary stage in the subject of Mathematics so that the learners can exercise their options for pursuing mathematics either at the core level or at an elective level. Further, the learners would have the option of studying Social Studies with about seventy percent of the learning content focused on world history and the rest with provisions for learning the local history so that there is an optimal balance in the knowledge about local and the global events. The subjects of Visual Art and Performing Arts also provide opportunity for learners to take up an area where they may exhibit a greater aptitude.

Focus on developing thinking skills

The content development and pedagogical inputs provide for triggering and empowering the thinking skills of the learners. The development of the content is designed to provide teachers with adequate situations wherein problems can be placed in the learning situations and the students may be asked to reflect on them and arrive at possible solutions through objective assessments. The subject of Perspectives would help schools to enable learners to constructively and critically evaluate events, materials, situations, ideas and other real life experiences and take their own positions.

Holistic Curriculum

The curriculum advocates paradigm shift from certain select disciplines of learning to a wide variety of subjects with a greater focus on arts and humanities at the primary and middle level. The subjects of visual arts and performing arts get a significant place in the curricular design. The learners have the option of pursuing their own choice of discipline under the arts subjects. The curriculum has components which will help in incorporating basic life skills to the

learners - self-awareness, self esteem, inter personal relationships, communications skills and emotional intelligence. This brings into focus the effort of nurturing the affective domain of learners.

Synergy of formal with informal learning

In the emerging knowledge society, the impact of the informal learning tools and processes on the formal learning curve is quite significant. These impacts vary from place to place, school to school and community to community. Further the emergence of e-tools as information carriers has facilitated the diffusion of information to a wider audience. There is evidence of decreasing information gap between the rural and the urban, semi-urban and the metros. The scope and availability of informal knowledge has made the learners to ask more pertinent questions and to see, relate and reflect on the parameters of knowledge obtained both through the formal and informal modes. The CBSE -International (CBSE-i) curriculum provides ample opportunities for synergizing the knowledge inputs from both the sources to help the learner construct one's own learning experience.

Curriculum is Skill Centric

All disciplines of learning under the international curriculum are designed to impart the relevant skills related to the subjects and topics; further it would help in building those skills through personal experiences, team work and other interventions. The range of skills would include - thinking skills, communication skills, sense of enterprise, inter-personnel skills, IT-Skills, leadership and managerial skills. The curriculum would also focus on developing basic vocational skills related to the disciplines of learning so that the learner is able to apply those skills in their own context.

2. SCOPE OF WORK

- A. **Objective:** CBSE wishes to promote the concept of individual learning and has developed initially learning resources to facilitate schools and teachers by providing educational resources to suit individual class room learning and students to learn suited to their learning styles.
- B. **CBSE** is keen to identify partners who can publish the existing developed material and distribute it across affiliated schools as per CBSE guidelines. The schools are in Gulf Countries and in East Asia, Indian schools have also been affiliated recently. The process of affiliating new schools across the world is ongoing.
- C. **CBSE** also wishes that such partners other than publishing, printing and distributing these resources should also have resources development capability and content which in future can be jointly produced with CBSE and extended to digital, physical and other resources to provide a holistic learning solution. The first step in this direction

will be for the vendor to take over the maintenance and enhancement of the current www.cbse-international.com website created in JSP and associated technologies. The site needs to be integrated with human social media like Facebook, Google plus, Hangouts, Twitter, Google Chat etc. Subject experts in Physics, Chemistry, Math and Geography for classes IX-XII need to be available 24X7 to answer queries, all replies to be copied to CBSE. Add to the aesthetic appeal of the website by making it more interactive and user friendly. Microsites may need to be developed from time to time. Regular updation of video and audio links available on the website. The web site needs to be restructured to make it easy to navigate and sufficient documentation needs to be provided for users. A teacher training corner needs to be created. 18 X 7 support is required for teachers and students corner.

D. CBSE would provide its present learning resources under a royalty (of 50% of MRP) and IPR, copyright agreement to the selected party under a License agreement.

B. **Subjects** : All Subjects

C. **Standard** : All classes I-XII

D. **Course design** : Term wise. There may be multiple units in each term. Each unit has a corresponding Student Manual which needs to be printed.

E. **No of Student Manuals** : 560+ student manuals. Every year there will be revisions to the syllabus and accordingly the Student Manuals also need to be updated/re-printed every year. The quantum of changes will vary from year to year and between different subjects. For the purposes of calculation a 5% annual rate of change may be assumed.

F. The name of CBSE-*i* Student Manuals shall be intimated at the time of placing work order for printing and the CBSE will supply the required manuscript/CD to the printers. The Printer shall not make any change in the content issued by Board without specific instructions. They will return original designs, illustrations, art-pulls, CD, Negatives and Positives etc. supplied by the CBSE in good condition at the termination of the contract.

G. The printer shall be responsible for printing, storage, transport and sale of Manuals to CBSE i schools in India and abroad.

H. The total quantities to be made under the contract cannot be guaranteed and a quantity mentioned in the RFP is approximate, which can be increased or decreased.

I. The printing of Student Manuals in four colours shall be done on white Maplitho paper plus of Hindustan Paper Corporation Ltd. in the size of 23"x36" (approx. 8¾"x11") with 85% brightness on 80 GSM Paper and cover page on 230 GSM Art Card with 80% brightness which are to be purchased by the printer for use of printing Board's Student Manuals.

J. The Manuals need to be printed for classes I to XII. The number of registered students varies from class to class but on an average can be assumed to be 500 students per class.

- K. The Manuals will be needed every year and number of Manuals will vary from year to year. CBSE i will give approximate number of students The Printer has to ensure availability of Manuals for all CBSE i students

3. QUALIFICATION CRITERIA FOR THE BIDDER

Financial Capability as under:

1. Cost of Bidding Document : INR 20,000/-
2. Earnest Money Deposit : INR 2,00,000/-
3. The turnover of the bidder should be INR 20 crore or above during last three financial years (2012-2013, 2011-2012, 2010-2011) (Copy of Financial Statement, Balance Sheet).
4. The bidder should have demonstrable financial capability to carry out publishing of Manuals for large numbers (supported by Balance Sheet, Cash Flow Statement etc.).

4. EVALUATION AND SELECTION CRITERIA

S. No	Eligibility Criteria	Details
1	Acceptance of terms and conditions of RFP	As per Annexure
2	Completion of bidders profile	As per Annexure
3	Completion of Authorisation letter	As per Annexure
4	Self Certification	As per Annexure
5	Declaration of Financial and administrative details	
6	The Bidder should have submitted Rs. 20,000/- towards the cost of the RFP document	
7	The Bidder should ensure registration with appropriate statutory authorities and should enclose copy a copy of their registration with Income Tax etc. as applicable.	
8	The Bidder should have furnished the Earnest Money Deposit (EMD)	
9	Details of similar completed works during last 3 years. Performance/Client Report of such work (Minimum 2 tenders awarded)	
10	The Bidder should have submitted the proof of financial capability Minimum average 20 Crores Turnover in last 3 years	
11	The Bidder should have well qualified staff for providing the services required (documentary evidence is required)	
12	International experience of publishing Manuals catering to the needs of International Schools.	
13	The bidder should be a company registered in India. The company must be having its operation for more than 10 years (i.e. since 2002 and before) in India.	
14	Quality Standard : ISO 9000 Certified	
15	Distribution Network : Pan India , Outside India	
16	School Presence : Presence in CBSE/i Schools in India and abroad	
17	ISBN Registration : Must be available	
18	Litigation : Affidavit that there is no litigation pending for Royalty/ Copyright disputes	
19	Website : Minimum 2 years of experience in maintaining a website	
20.	Storage Space : Sufficient space for the safe storage of paper and manuals	

S. No	CRITERIA	Marks
1	Proven In-house publishing and website development facility in highly secured environment.	10
2	Highly professional printing and publishing teams.	5
3	Proposed solution and its presentation to the CBSE team	20
4	Financial capability	10
5	Details of similar work done or executed in past	15
6	Experience in running a website	5
7	Hardware and Infrastructural availability for this work	25
8	Experience in Printing and Publishing	10

4.1 Evaluation of Technical Bid

The Technical Evaluation Committee will examine all of the technical pre-requisites for the conduct of the services. Each Bidder will be awarded a Technical Score (TS) out of 100 points by the Committee based on the parameter given in the table above. The bidders are required to submit documents to establish their capability. Minimum TS has to be 60 for opening of Financial Proposal.

4.2 Evaluation of Financial Proposal

Financial Proposals of **the bidders should be based on 50% royalty to be paid to CBSE by the bidder**. MRP for the student manuals be as per the RFP and will be awarded Commercial Scores (CS) out of a maximum of 100 points by the Committee.

Financial Proposals of those bidders will be opened for those organisations who pass the Technical Score TS arrived at from the technical evaluation process described above.

4.3 Final Evaluation

The bidder with lowest quotes in the financial round will be awarded the contract. The method for calculating lowest quote will be:

- For every range of pages the middle point will be taken as average No of pages. (A) E.g. for 0-20 pages the $A(1-20) = 10$ similarly for 241-260 pages, $A(241-260) = 250$
- The MRP will be divided by Average for Indian Schools MRPI. E.g. $MRPI(1-20) / A(1-20)$
- The MRP will be divided by Average for Foreign Schools MRPF. E.g. $MRPF(1-20) / A(1-20)$

- d. The Average MRP will be calculated as

$$\frac{\sum\{ \text{MRPI} / A \} + \sum\{ \text{MRPF} / A \}}{34}$$

- e. The lowest Average MRP will be taken as L1

4.4 Implementation Schedule

For a smooth roll out of the solution the successful bidder will meet with the CBSE to develop a common agenda for Implementation Schedule that will comprise a detailed plan showing deliverables and schedules through each phase of the project. The bidder should provide the following:

B. Approach and methodology which the organization proposes to execute, illustrated with bar charts of activities. This will be followed by the Organization to achieve the stated deliverables.

- a) Approach
- b) Methodology
- c) Work plan
- d) Quality Management

C. Complete project management methodology including the following :

- a) Responsibilities of the agency
- b) Project planning and execution
- c) Project Monitoring and Control
- d) Change Management

- 4.4.1 CBSE would inform all schools through circulars regarding the selection of agency and the School and the agency shall have to coordinate between them. The requisite price of the student manuals shall be collected by the agencies from such schools on their own.
- 4.4.2 The Board reserves the right to terminate the contract at any time without notice and to forfeit whole of the Earnest Money, if the supplier fails to make the supply within the prescribed period or in accordance with the specification and sample or there is any breach of terms of the contract on the part of the supplier.
- 4.4.3 In case, the successful Bidder fails to complete the order in part or in whole, as the case may be, the order shall be cancelled and will be given to the next successful Bidder and the penalty as deemed fit by the Competent Authority shall be imposed on the Bidder who fails to execute the work order in addition to forfeiture of EMD/Security Deposit.
- 4.4.4 In case of delay of supply, penalty @ 1% per week on the proportionate amount of the delayed supply will be imposed and the royalty of CBSE will go up by 1% every week subject to maximum penalty of 10% of the MRP of delayed

supply.

- 4.4.5 However, CBSE has right to wave off the penalty if the delay is caused due to circumstances beyond control of Printer or other reasons as accepted by the Board. The decision of the Board shall be final in this regard.
- 4.4.6 The printing firm will be responsible for safe custody of MSS, Proof, Negatives/ Positives, Paper, CD, material uploaded on the website and other relevant material.
- 4.4.7 Extension of time may be accorded at the sole discretion of the Board for reasons found acceptable by it. Reasons within control of the printer like electricity failure/breakdown etc. shall not be acceptable.

5 INSTRUCTION TO THE BIDDERS

5.1 General information

This document should be read in consonance with any Addendum that may be issued with the RFP. The bidder is required to read the RFP document and the Addendum(s) and would be deemed to be in knowledge of the provisions of both the document and the Addendum(s). No claim of any nature whatsoever shall be entertained in this regard. In case of any conflict between the addendum(s) and the RFP document, the provisions of the RFP document shall prevail for all intents and purposes.

The ink to be used has to be of standard quality for sharp printing without any scum or tint on the printed pages. Any misuse of the material shall be construed as a breach of trust and shall be actioned accordingly. The full liability shall lie with the printer. The rates once accepted by the CBSE will hold good till the completion of the agreement. No increase or decrease will be considered on the any account at any time. The MRP of the Manuals shall include all applicable taxes The Printer will need to pay royalty to the board @ 50% of the MRP of each book sold Any person authorised by CBSE shall be permitted to enter the premises of the Printer where the printing/binding work is being carried out to inspect the work and monitor its progress during the work schedule of the press. CBSE shall also have right to verify the capacity of the printing press possessed by the Printer.

All the procedures must be carried out preferably in one unit. The cut off year for the age of printing machine is 1990. Printing machine manufactured before the cut of year (1990) should not be included in the list of printing machines.

Proposals duly filled-in and accompanying all supporting documents should be submitted on or before the given time after which no RFPs would be accepted.

- The bids will be opened at the given address in the presence of representatives of the participating bidders as per the bid schedule mentioned below. The Pre qualification Bids of only those bidders who have submitted the RFP document fees and EMD will be opened. The Technical Bids of only the bidders short-listed from the Prequalification bids will be opened.

Schedule of Bidding Process

The Board shall endeavour to adhere to the following schedule:

Event Description Date

1. Last date for receiving queries 03.07.2013
 2. Board's response to queries latest by 05.07.2013
 3. Pre-Bid meeting 10.07.2013 at **03:00** PM
 4. Bid Due Date 16.07.2013 up to 02:30 PM
 5. Opening of Bids 16.07.2013 at 03:00 PM
 6. Validity of Bids 120 days of Bid Due Date
- Similarly, the Financial Bids of only the bidder's short- listed from the Technical bids will be opened.
 - The bids will be opened on the scheduled date and time even in case of absence of the bidder. RFPs shall be submitted fully in accordance with the requirements of the General Terms and Conditions. Appropriate format prescribed with this document shall be used for filling quotations. Incomplete, illegible and unsealed RFPs will be rejected. Telegraphic RFPs will not be accepted and no correspondence will be made in this regard.
 - All offers should be made in English. Conditional offers and offers qualified by vague and indefinite expressions such as "Subject to immediate acceptance" etc. will not be considered.
 - The price and conditions of the offer should be valid for at least a period of 120 days from the date of RFP opening. RFP with validity of less than 120 days will be rejected.
 - The bidder shall carefully examine the RFP documents and the technical specifications and fully acquaint themselves as to all the conditions and matters, which may in any way, affect the work or the cost thereof. Should a RFP find discrepancies in or omissions from the specifications or other documents, or should there be any doubt as to their meaning, he should at once notify CBSE, New Delhi and obtain clarification by e-mail. This however does not entitle the bidder to ask for time beyond the due date fixed for receipt of RFPs.
 - Submitted RFP forms, with overwritten or erased or illegible rate or rates not shown in figures and words in English, will be liable for rejection. In case of discrepancy between words and figures noted against each item of the RFP and between unit rates and the total amount, the decision of the competent authority will be final and binding on the bidders. Total of each item and grand total of whole RFP should be clearly written. Corrections in the RFP, if unavoidable, should be

made by rewriting with dated initial of the bidder after scoring out of the incorrect entries. Clerical and arithmetical mistakes may result in rejection of the RFP.

- Request from the bidder in respect of additions, alterations, modifications, corrections etc. of either terms or conditions or rates after opening of the RFP will not be considered.

Sealing and Marking of Bids

1. The Bidder shall submit the Bid in the format specified in the RFP and seal it in an envelope and mark the envelope as “ BIDDING FOR CBSEi Book Publishing”
2. The documents accompanying the Bid shall be placed in a separate envelope and marked as “Enclosures of the Bid”. The documents shall include: a) Bid Security; b) Supporting documents; and
3. The Bidder shall submit the financial Bid in the format specified, and seal it in an envelope and mark the envelope as “FINANCIAL BID FOR CBSEi Book Publishing”
4. The envelope specified in S.No.1 & 2 above (both placed in one envelope) and another envelope for S.No.3 shall be placed in an outer envelope, which shall be sealed. Each of the three envelopes shall clearly bear the following identification: “BID FOR CBSEi Book Publishing” and shall clearly indicate the name and address of the Bidder. In addition, the Bid Due Date should be indicated on the right hand top corner of each of the envelopes.
5. Each of the envelopes shall be addressed to so as to reach latest by **16/07/2013** up to **02:30 PM**:

The RO (Technology)
Central Board of Secondary Education
Shiksha Sadan
17 Rouse Avenue
Delhi 110002

Any questions regarding the bid will be addressed by email to navincbse@gmail.com

- If the envelopes are not sealed and marked as instructed above, the Board assumes no responsibility for the misplacement or premature opening of the contents of the Bid submitted.
- While RFPs are under consideration, bidders and their representatives or other interested parties, are advised to refrain from contacting by any means CBSE's personnel or representatives, on matters relating to the RFPs under study. CBSE, New Delhi if necessary will obtain clarification on RFPs by requesting such information from any or all the bidders either in writing or through personal contact as may be necessary. The bidder will not be permitted to change the substance of his offer after the RFPs have been received in CBSE, New Delhi. Any attempt by any bidder to bring pressure of any kind, may disqualify the bidder for

the present RFP and the bidder may be liable to be debarred from bidding for CBSE, New Delhi RFPs in future for a period of two years. CBSE, New Delhi reserves all rights to cancel the RFP without assigning any reason thereof.

- Govt. Levies like service tax shall be paid at actual rates applicable on the date of delivery. Rates should be quoted accordingly giving the basic price, Service Tax etc.
- The proposal should be submitted in English Language and prices quoted in INR.
- Bidder shall sign all pages of RFP.
- In case of any discrepancy between rates mentioned in figures and words, the latter shall prevail.
- Any attempt to influence direct or indirect on the part of the RFP with the authority to whom he has submitted the RFP or authority who is competent finally to accept it after he has submitted his RFP or any endeavour to secure any interest for an actual or prospective bidder or to influence by any means the acceptance of a particular RFP will render the RFP liable to be excluded from consideration.
- The bidder should have an office in the Delhi state/ NCR and at other places with offices across India manned with their own qualified professionals.

Amendments to RFP

- At any time prior to the deadline for submission of Bids, the Board may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the RFP by the issuance of Addenda.
- Any Addendum thus issued will be notified only on the website for information to all the Bidders and no other means of communications will be used by CBSE.
- In order to afford the Bidders a reasonable time for taking an Addendum into account, or for any other reason, the Board may, at its own discretion, extend the Bid Due Date.

Pre Bid Conference

- Pre-Bid conferences of the Bidders shall be convened at the designated date. The time and place shall be notified on the Board's website. A maximum of two representatives of each Bidder shall be allowed to participate in the conference.
- During the course of Pre-Bid conferences, the Bidders will be free to seek clarifications and make suggestions for consideration of the Board. The Board shall endeavor to provide clarifications and such further information as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive Bidding Process.

5.2 COST OF BIDDING

The Bidder shall bear all costs associated with the preparation and submission of its bid and Board will in no case be responsible or liable for these costs, whether or not the Bid is finally accepted.

The RFP Document could be downloaded from Board's website (www.cbseacademic.in) on payment of Rs. 20,000/- as the cost of the document, to be remitted, in the form of a DD in favour of Secretary, CBSE payable at Delhi.

5.3 PROPOSAL VALIDITY

Technical and Financial Proposals shall remain valid for a period of 120 days from the date specified for opening of Technical Bid. CBSE, New Delhi shall reject the Proposal as being non-responsive if it is valid for a shorter period. In exceptional circumstances, prior to expiry of the original Proposal validity period, CBSE, New Delhi may extend the period of validity for a specified additional period. The request and the responses thereto shall be made in writing to or by facsimile on the listed contact information of the Bidders. In such cases, the Bidders shall not be required or permitted to modify the Proposal, but shall be required to extend the validity of the Proposal for the extension period.

5.4 EMD

The bidder shall furnish, as part of its general bid, an EMD of amount Rs 2,00,000/- (Rupees Two lakh only). The EMD shall be in the form of Demand Draft/Bank Guarantee from any Scheduled Commercial Bank located in India, drawn in favour of Secretary, CBSE, New Delhi, payable at Delhi and will not be liable for any interest. Any bid, not containing the EMD will be rejected as non-responsive. Unsuccessful bidder's EMD will be discharged / returned as promptly as possible without interest.

5.5 BID OPENING

Bids will be opened in the presence of the representatives of the bidders who wish to attend the opening of the bids. Technically qualified bids will be taken up for further processing. Financial Bids of technically qualified bidders will be opened in the presence of the bidders / representatives on a separate date and time which will be notified separately. No discussion / interaction will be held with the bidders whose bids have been rejected / disqualified. CBSE, New Delhi reserves the right to accept or reject in part or full any or all the offers without assigning any reasons whatsoever. The RFP Evaluation Committee(s) shall evaluate the Prequalification Bids, Technical Bids and Financial bids. The decisions of the Evaluation Committee(s) in the evaluation of the bids shall be final. No correspondence will be entertained outside the process of negotiation / discussion with the Committee(s).

At the date, time and location of the bid opening as specified in the RFP, the Evaluation Committee(s) shall open the Proposals, in the presence of Bidders' designated representatives who choose to attend. The Bidders' representatives who are present shall sign a register evidencing their attendance. The Bidders' names, and any such other details as the Evaluation Committee(s) may consider appropriate, will be announced by the Evaluation Committee(s) at 17 the opening. The Evaluation Committee(s) reserves the

right at any time to postpone or cancel a scheduled bid opening. The bids will be opened at the address specified in RFP.

5.6 LANGUAGE OF BID & CORRESPONDENCE

The Bid will be prepared by the Bidder in English language only. All the documents relating to the Bid (including brochures) supplied by the Bidder should also be in English, and the correspondence between the Bidder & CBSE, New Delhi will be in English language only.

5.7 BID CURRENCIES

Prices shall be quoted in INDIAN RUPEES, inclusive of all prevailing taxes.

5.8 EVALUATION & SELECTION CRITERIA

The Evaluation Committee will carry out a detailed evaluation of the Proposals as per section 4 of RFP in order to determine whether the technical aspects are in accordance with the requirements set forth in the Document. In order to reach such a determination, the Evaluation Committee will examine and compare the technical aspects and thoroughness of the proposals on the basis of information provided by the bidder, taking into account the following factors:-

- Overall completeness and compliance with the requirement.
- Proposed work-plan and methodology shall demonstrate that the bidder will achieve the performance standards within the time frame described in RFP documents.
- Any other relevant factors, listed in RFP document, or which the CBSE, New Delhi deems necessary or prudent to take into consideration.

All bidders who meet pre-qualification criteria may be asked to develop and present Prototype for some School functions.

5.9 DISQUALIFICATION OR REJECTION OF RFP

The RFP is liable to be rejected or the bidder be disqualified at any stage on account of the following. If the bid or its submission is not in conformity with the instruction mentioned herein.

- If the bid is not accompanied by the requisite RFP document cost
- If the bid is not accompanied by the requisite EMD.
- If it is not signed with seal, on all the pages of the bid document.
- If it is received after the expiry of due date and time.
- If it is incomplete and required documents are not furnished.
- If it is misleading or false statements/ representations are made as part of pre-qualification requirements
- If found to have a record of poor performance such as having abandoned work, having been inordinately delayed completion and having faced commercial failures etc.

5.10 FORFEITURE OF EMD (BID SECURITY)

EMD submitted by the bidder may be forfeited under the following conditions:

- If the bid or its submission is not in conformity with the instruction mentioned herein.
- If the bidder withdraws the RFP before the expiry of the validity period.
- If the bidder violates any of the provisions of the terms and conditions of the RFP.

In the case of a successful bidder fails to:

- accept award of work,
- sign the Contract Agreement with CBSE, New Delhi, after acceptance of communication on placement of award,
- furnish performance security, or the bidder violates any of such important conditions of this RFP document or indulges in any such activities as would jeopardize the interest of CBSE, New Delhi. The decision of Chairman CBSE, regarding forfeiture of bid security shall be final and shall not be called upon question under any circumstances.

A default in such a case may involve black-listing of the bidder by CBSE, New Delhi

5.11 COMPENSATION FOR TERMINATION OF CONTRACT

If the bidder fails to carry out the award / work order in terms of this document within the stipulated period or any extension thereof, as may be allowed by CBSE, New Delhi, without any valid reasons acceptable to it, may terminate the contract after giving one month notice, and the decision of Chairman CBSE, in the matter shall be final and binding on the bidder. Upon termination of the contract, CBSE, New Delhi shall be at liberty to get the work done at the risk and cost of the bidder through any other agency, and to recover from the bidder compensation or damages and to impound the performance guarantee.

5.12 FINANCIAL BID FORMAT

The contract will be for a period of five years.

Bid Price:

(Indian Rupee only)

Date :

(Signature of the Bidder)

6 AWARD OF WORK

The Chairman, CBSE reserves the right to accept or reject any or all bids-

- Notwithstanding anything else contained to contrary in this RFP Document, Chairman, CBSE reserves the right to accept or reject any Bid or to annul the

bidding process fully or partially, or modifying the same and to reject all Bids at any time prior to the award of work, without incurring any liabilities in this regard.

6.1 NOTIFICATION OF AWARD

Prior to the expiry of the period of Bid validity, CBSE will notify the successful Bidder in writing by speed post or Fax or email that its Bid has been accepted. The liability of the bidder to perform the services will commence from the date of notification of Award. The Completion Period shall be counted from the date of 'Notification of Award of Work'.

6.2 SIGNING OF CONTRACT

Within 10 (Ten) days of receipt of the Contract, the successful Bidder shall sign and date the Contract and return it to the CBSE. Any incidental expenses on execution of agreement shall be borne by the successful Bidder. A Service Level Agreement (SLA) will be signed with the bidder at the time of awarding the contract. The SLA will cover the response time for various technical and non-technical issues. In case of updating/modification/deletion of content based on CBSE experts/students/teachers feedback time lines need to be specified for updating/modification/deletion of content.

6.3 CORRUPT OR FRAUDULENT PRACTICES OR CONFLICT OF INTEREST

The Board requires that the bidders under this RFP observe the highest standards of ethics during the bidding and execution of the contract. In pursuance of this policy, the CBSE defines the terms set forth as follows:-

- (a) “**corrupt practice**” means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the Bidding Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of the Board who is or has been associated in any manner, directly or indirectly with the Bidding Process or the Award of Work or has dealt with matters concerning the Service Level Agreement or arising therefrom, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the Board, shall be deemed to constitute influencing the actions of a person connected with the Bidding Process); or (ii) engaging in any manner whatsoever, whether during the Bidding Process or after the issue of the Award of Work or after the execution of the Service Level Agreement, as the case may be, any person in respect of any matter relating to the work or the Award of Work or the Service Level Agreement, who at any time has been or is a legal, financial or technical adviser of the Board in relation to any matter concerning the work;
- (b) “**fraudulent practice**” means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Bidding Process ;
- (c) “**coercive practice**” means impairing or harming, or threatening to impair or harm, directly or indirectly, any person or property to influence any person’s participation

or action in the Bidding Process;

- (d) “**undesirable practice**” means (i) establishing contact with any person connected with or employed or engaged by the Board with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Bidding Process; or (ii) having a Conflict of Interest; and
- (e) “**restrictive practice**” means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Bidding Process.
- (f) “**Conflict of Interest**” means without limiting the generality of the word, a Bidder shall be considered to have a Conflict of Interest that affects the Bidding Process, if: (i) such Bidder (or any constituent thereof) have common controlling shareholders or other ownership interest, or (ii) a constituent of such Bidder is also a constituent of another Bidder; or (iii) such Bidder receives or has received any direct or indirect subsidy from any other Bidder, or has provided any such subsidy to any other Bidder; or (iv) such Bidder has the same legal representative for purposes of this Bid as any other Bidder; or (v) such Bidder has a relationship with another Bidder, directly or through common third parties, that puts them in a position to have access to each others’ information about, or to influence the Bid of either or each of the other Bidder; or (vi) such Bidder has participated as a consultant to the Board in the preparation of any documents, design or technical specifications of the proposal. The Chairman CBSE will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices or conflict of interest in competing for the contract in question. The Chairman CBSE, will declare a Bidder ineligible, either indefinitely or for a stated period of time, to be awarded a contract if at any time it is determined that the Bidder has engaged in corrupt and fraudulent practices in competing for or in execution of the contract.

6.4 TERMINATION FOR DEFAULT

- Chairman, CBSE, may without prejudice to any other remedy for breach up of terms and conditions (including forfeiture of Performance Security) by written notice of default sent to the bidder, terminate the work / task in whole or in part, after sending a notice to the bidder in this regard: o If the bidder fails to deliver or complete the job assigned in the terms and conditions within the time period (s) specified in the RFP Document.
- If the bidder fails to perform any other obligations under the terms and conditions.

6.5 PROGRESS OF THE PROJECT

- Progress of the Project may be intimated in writing to Chairman, CBSE, on at least monthly basis. The Board shall review the progress on quarterly basis and

further extension of contract shall be subject to satisfactory performance in previous quarter.

6.6 CONFIDENTIALITY

- Any information pertaining to the CBSE or any other agency involved in the project, matters concerning CBSE that comes to the knowledge of the bidder in connection with this contract, will be deemed to be confidential and the contractor will be fully responsible, for the same being kept confidential and held in trust, as also for all consequences of its concerned personnel failing to observe the same. The bidder shall ensure due secrecy of information and data not intended for public distribution. The affidavit to this effect should be submitted along with security deposit.

6.7 FORCE MAJEURE

- This clause shall mean and be limited to the following in the execution of the contract o War / hostilities
- Riot or civil commotion
- Earth Quake, Flood, Tempest, Lightning or other natural physical disaster
- Restrictions imposed by the Government or other statutory bodies, which is beyond the control of the consultant, which prevent or delay the execution of the order by the consultant
- The Agency shall inform Director (Training), CBSE in writing the beginning and the end of the above clauses of delay, within 7 days of occurrence and cessation of the force majeure conditions. In the event of a delay lasting for more than one month, if arising out of clauses of force majeure, **Chairman**, CBSE, serves the right to cancel the contract without any obligation to compensate the bidder in any manner for whatsoever reason, subject to the provision of clause mentioned.

6.8 ARBITRATION

- All disputes, differences, claims and demands arising under the contract shall be referred to the **Chairman**, CBSE, New Delhi for final decision and the same shall be binding on all parties.
- Any other terms and conditions mutually agreed prior to finalization of the order / agreement shall be binding on the bidder.
- **Chairman**, CBSE and the selected agency shall make every effort to resolve amicably through direct negotiation, any disagreement or dispute arising between them under or in connection with the work order. If any dispute arises between parties on aspects not covered by this agreement, or the construction or operation thereof, or the rights, duties or liabilities under these except as to any matter the decision of which is specially provided for by the general conditions, such disputes shall be referred to two arbitrators, one to be appointed by each party and the said arbitrators shall appoint an umpire in writing before entering

into the reference and the award of the arbitration or umpire, as the case may be shall be final and binding on both the parties. The arbitrators or the umpire as the case may be, with the consent of parties, may modify the time frame for making and publishing the award. Such arbitration shall be governed in all respects by the provision of the Indian Arbitration and Conciliation Act, 1996 or later and the rules there under and any statutory modification or reenactment thereof the arbitration proceeding shall be held in Delhi.

6.9 LEGAL JURISDICTION

- All legal disputes are subject to the jurisdiction of Delhi courts only.

6.10 COMPLETENESS OF RFP OFFER

- The Bidder is expected to examine all instructions, forms, terms, conditions and deliverables in the RFP Documents. Failure to furnish all information required by the RFP documents or submission of a RFP offer not substantially responsive in every respect to the RFP documents will be at the Bidder 's risk and may result in rejection of its RFP offer. The RFP offer is liable to be rejected outright without any intimation to the Bidder if complete information as called for in the RFP document is not given therein, or if particulars asked for in the Forms / Performa in the RFP are not fully furnished.

6.11 INTELLECTUAL PROPERTY RIGHTS

- The Intellectual Property Rights and copyright of the Manuals will remain with CBSE.
- Any infringement of the copyright of CBSE over the Manuals is not permissible.

6.12 PERFORMANCE GUARANTEE

The winning bidder will have to give a performance guarantee in the form of a bank guarantee/bank draft of Rupees Twenty Lakh only for the duration of the contract. No interest will be paid by CBSE on the amount of performance guarantee. The EMD amount may be adjusted against the performance guarantee and the performance guarantee may be reduced by the amount of EMD.

PERFORMA AND ANNEXURES

ANNEXURE-1

ACCEPTANCE OF TERMS & CONDITIONS CONTAINED IN THE RFP DOCUMENTS

To

The Director (Training)
Central Board of Secondary Education
17 Rouse Avenue
Delhi

Madam,

I have carefully gone through the Terms & Conditions contained in the RFP Document regarding Learning Resources for CBSE-i .

I declare that all the provisions of this RFP Document are acceptable to my company. I further certify that I am an authorized signatory of my company and am, therefore, competent to make this declaration.

Signature of witness

Signature of the bidder

Date:

Date:

Place:

Place:

Company Seal

DETAILS OF THE ORGANISATION

- a) Name of the Firms/Institutions/Agencies/Trust/Consortium:
- b) Registered Address:
- c) Year of Establishment:
- d) Details of Registration / Incorporation
- e) Details of the Technical Specialist employed with the Organization:

Sl. No.	Specialty / Skill-set	No. of People	Average length of service with the Organization
---------	-----------------------	---------------	---

- f) List of Project Handled:

- 1.
- 2.
- 3.
- 4.

PLACE :

DATE :

SIGNATURE OF AUTHORISED PERSON WITH SEAL

ANNEXURE-3

REPRESENTATIVE AUTHORIZATION LETTER

Date : _____

Ref : _____

To

The Director (Training)
Central Board of Secondary Education
17 Rouse Avenue
Delhi

Ms. /Mr. _____ is hereby authorised to sign relevant documents on behalf of the agency for the RFP on Learning Resources for CBSE-i. She/He is authorized to attend meetings & submit technical & financial information as may be required by you in the course of processing above said RFP.

Thanking you,

Authorised Signatory

Representative Signature

Company Seal

ANNEXURE-4

SELF-DECLARATION

Date : _____

Ref : _____

To

The Director (Training)
Central Board of Secondary Education
17 Rouse Avenue
Delhi

In response to the RFP dated _____ Ms. /Mr. _____, as a _____, I / We hereby declare that our agency _____ is having unblemished past record and was not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time.

Signature of witness

Signature of the bidder

Date:

Date:

Place:

Place:

Company Seal

ANNEXURE-5

DECLARATION OF FINANCIAL & ADMINISTRATIVE DETAILS

Company Name & Address

Name :

Address :

City :

District :

State :

Pin :

Telephone :

Cell :

Fax :

E-mail :

Copies of Audited Balance sheets for the last 3 financial year are attached

Copies of experience and client's report in the similar work as desired in the RFP document-

Signature of witness

Signature of the bidder

Date:

Date:

Place:

Place:

Company Seal

Annexure-6

**CENTRAL BOARD OF SECONDARY
EDUCATION**

Shiksha Sadan,17 Rouse Avenue,
New Delhi-2

Last Date for submission of Form:-----upto 2.00 PM
Date of Pre-Bid meeting:-----at 3:00 PM
Date of opening of Technical RFP Form: ----- at 3.00 pm

Part 'A' - Technical Bid

I/We _____ hereby submit RFP along with particulars for printing of CBSE-i Student Manual with paper.

1. Particulars of Bidder:-

- (i). Name of the Offset Printer _____
- (ii). Registration No. and Year of _____
Registration (with documentary evidence)
- (iii). Organisation with whom the Agency _____
has been registered with (Please attach Certificate of Regn.)
- (iv). Office Address and Mobile Nos. _____
- (v). Name(s) of the Proprietor/ Partners Name _____
E-mail ID & Mobile No.:-
Mobile No./E-mail ID . _____
- (vi) RST No.....CST No.....TIN No.....
(Enclose documentary proof)

Contd...2

2. Particulars of Plant & Machinery:

1. Area of Press in sq.fts: _____ : _____
2. Details of working Printing Machines & equipments available in the Press: _____ : _____

(i). Offset Machines :

S.No.	Name of Machine	Make & Year	Size	Speed/Hour	Colour System
1					
2					
3					
4					
5					

(ii). Plate Making System (Please give details of all equipments) :

S.No.	Type of plates	Size	Remarks
1			
2			
3			
4			

(iii). Machines used in Binding Work:

S.No.	Make	Size	Speed /Hours	Other details
1				
2				
3				
4				
5				
6				

Above referred information are correct to the best of my knowledge. If anything is found incorrect the Board has right to reject the RFP.

3. i. Past Experience (Preferably for last 02 years)

Sl.No.	Year	Name of the Board/ University/Institutio	Quantity	Value of Contract	Details of work executed (with
1	2011-12				
2	2012-13				

***Total period of experience in printing/reprinting of Manuals along with the names of the Board/University. The copy of work orders for each year may be enclosed.**

- Has the firm ever been debarred/ Black listed by any Organisation? Yes/No
If 'Yes' enclose the details thereof.
- Details of Award/Certificate of Merit etc. received from any Board/ University/Organisation. Yes/No
(Please attach Copy of Certificate(s))

4. PHYSICAL/CAPITAL:

1	Capacity of the machines to print and deliver all the	(Yes/No)
2	No. of employees working Technical	
	Non-Technical	

FINANCIAL:

1	Annual turnover (during last three Financial Years):	2010-11	Rs.
		2011-12	Rs.
		2012-13	Rs.

Note: Attach duly audited statements for each Financial Year.

5. Samples with specifications :

Samples of Paper/ Art Card attached duly signed and stamped along with the name of the Paper/ Art Card Mill.

Specification	Name of Paper/ Art Card	No. of copies attached

Place :-

Bidder's Official Signatory
Name and Designation with Rubber
Stamp
of Official Seal of the Firm

Date:-

Annexure-7

CENTRAL BOARD OF SECONDARY EDUCATION: DELHI

FINANCIAL
BID

Inviting rates for printing of CBSE-*i* Student Manuals in A4 size in four colour Text with (White Maplitho Paper plus) of the Printer of 80 GSM and 230 GSM Art Card for Cover Page.

MRP of 1 Student Manual of four color printing on the text Manuals in A 4 size and on cover **page including negative & positive plate making, binding, packing & forwarding and cartage**

No of Pages Between	MRP of 1 Student Manual for Indian Schools including cartage	MRP of 1 Student Manual for Foreign Schools including cartage
1-20		
21-40		
41-60		
61-80		
81-100		
101-120		
121-140		
141-160		
161-180		
181-200		
201-220		
221-240		
241-260		

261-280		
281-300		
301-320		
321-340		