

बिहार BIHAR

क्रम संख्या 40791 तिथि 27-3-2017 मूल्य 1000 शीट संख्या W 524812
केता का नाम एवं पता रमेश प्रसाद, मुद्रांक विक्रेता
रमेश प्रसाद, मुद्रांक विक्रेता
ला0 नं0 11/77 समाहरनालय, पटना

AGREEMENT NO. 252 SBD of 2016-17

SELECTION OF AN AGENCY FOR TEACHERS' NEED ASSESSMENT SURVEY FOR ELEMENTARY SCHOOL TEACHERS IN BIHAR

Name of Agency AMC Research Group Private Limited
108, 3rd Floor, Taimoor Nagar, New Friends Colony, New Delhi - 110065


Date of Commencement

Time of completion 6 Months or till completion of the project whichever is later

Contract Price Rs. 18,40,000 (Eighteen lakhs Forty thousand only)

This CONTRACT (hereinafter called the "Contract") is made the 27th day of the Month of March 2017 between Bihar State Educational Infrastructure Development Corporation Limited (BSEIDCL), Bihar Rastrabhasa Parishad Parisar, Shiksha Bhawan, Saidpur, Patna - 800004, on the one hand (hereinafter called the client/Employer) and on the other hand AMC Research Group Private Limited, (Hereinafter called the Consultant)

For AMC Research Group Pvt. Ltd.


Director 27.03.2017


Chief Engineer
B.S.E.I.D.C. Ltd, Patna

27/03
27/03

Whereas

- a. The Client has accepted the offer of the Teachers' need Assessment Survey For Elementary School teachers in Bihar
- b. The Consultants, having represented to the client that they have the required professional skills, personnel and technical resources, have agreed to provide the services on the terms and conditions set forth in this Contract Agreement.

Now therefore the parties hereto hereby agree as follows:

1.0.1 The following documents attached hereto shall be deemed to form an integral part of this Contract.

- a. The Request For Proposal (hereinafter called RFP)
- b. The Term of Reference (herein called TOR)
- c. The Corrigendum's

2.1.1 The mutual rights and obligations of the client and the Consultants shall be as set forth in the Contract in particular:

- a. The Consultants shall carry out the services in accordance with the provision of the contract: and
- b. The Client shall make payments to the Consultants in accordance with the provisions of the contract.

In witness whereof, the parties hereto have caused this contract to be signed in their respective names as of the day and year first above written

FOR AND ON BEHALF OF (CLIENT)

FOR AND ON BEHALF OF (CONSULTANT)

Performance Security

Name of Agency – “AMC Research Group Pvt. Ltd.”

Performance Security of “AMC Research Group Pvt. Ltd.” of “Carrying out Teacher’s Need Assessment Survey for Elementary School Teachers in Bihar”

<u>BG No.</u>	<u>DOI</u>	<u>Amount</u>
0505116BG0003220	25.11.16 To 22.11.18	184000.00

(Rupees One Lacs Eighty Four Thousands Only)

Amit Kr. Sar
30/12/16

लेखा पदाधिकारी

बिहार राज्य शैक्षणिक आधारभूत संरचना
विकास निगम लि०, पटना

Sanjay
30/12/16

STATE BANK OF INDIA
TRADE FINANCE CPC, NEW DELHI
TRADE FINANCE CPC, C BLOCK, 7TH FLR
11 PARLIAMENT ST, NEWDELHI, INDIA

4 TEL NO:011-23742301
FAX NO:011-23345757
SWIFT NO:SBININBB593
PIN CODE:110001

(4)

25/11/2016

To

BIHAR STATE EDUCATIONAL INFRAS
-TRUCTURE DEVELOPMENT CORPORATION
LTD, SHIKSHA BHAWAN, BIHAR RASHTRABH
-ASHA PARISHAD, ACHARYA SHIV PUJAN

DEAR SIR(S),

GUARANTEE NUMBER : 0505116BG0003220
DATE OF ISSUE : 25/11/2016
GUARANTEE AMOUNT : INR 1,84,000.00
DATE OF EXPIRY : 22/11/2018
DATE OF CLAIM : 22/11/2018
APPLICANT NAME : AMC RESEARCH GROUP PRIVATE LIMITED

We confirm having Issued / Extended the captioned Bank Guarantee in your favour on behalf of our above named Constituent and the same signed by the officers of the Bank.

YOURS FAITHFULLY

AUTHORISED SIGNATOR



The Beneficiaries are advised in their own interest to verify the genuineness of the Guarantee with the BG issuing Branch.

PLEASE CONTACT BRANCH FOR eTradeSBI FACILITY-INTERNET ACCESS TO TRADE FINANCE

GUARANTEE REGISTER

5

(5)

GUARANTEE NUMBER	:	0505116BG0003220
DATE OF ISSUE	:	25/11/2016
APPLICANT NAME	:	AMC RESEARCH GROUP PRIVATE LIMITED
APPLICANT ADDRESS	:	103A.FRIENDS COLONY
APPLICANT ACCOUNT NUMBER	:	MATHURA ROAD
GUARANTEE AMOUNT	:	00000030277979121
TYPE OF GUARANTEE	:	INR 1,84,000.00
NAME OF BENEFICIARY	:	Performance Guarantee
BENEFICIARY ADDRESS	:	BIHAR STATE EDUCATIONAL INFRAS
	:	-TRUCTURE DEVELOPMENT CORPORATION
	:	LTD, SHIKSHA BHAWAN, BIHAR RASHTRABH
	:	-ASHA PARISHAD, ACHARYA SHIV PUJAN
MARGIN RECOVERED	:	1,84,000.00
COMMISSION RECOVERED	:	2,024.00
POSTAGE RECOVERED	:	100.00
STAMP A/C.	:	
SERVICE TAX DETAILS (Service tax is recovered only on commission charges)	:	
SERVICE TAX	:	283.00
KRISHI KALYAN CESS	:	10.12
SWACCH BHARAT CESS	:	10.12
EXPIRY DATE	:	22/11/2018
CLAIM DATE	:	22/11/2018
PERIOD OF GUARANTEE	:	24
EXTENSION DETAILS	:	
ORIGINAL GTEE RECEIVED DATE :	:	

[Handwritten Signature]
 SBW (SD)
 24/11/18
 A.S.M.

STATE BANK OF INDIA
TRADE FINANCE CPC, NEW DELHI
TRADE FINANCE CPC, C BLOCK, 7TH FLR
11 PARLIAMENT ST, NEWDELHI, INDIA

6 TEL NO:
FAX NO:011-23345757
SWIFT NO:SBININBB593
PIN CODE:110001

(6)

BIHAR STATE EDUCATIONAL INFRAS
-TRUCTURE DEVELOPMENT CORPORATION
LTD, SHIKSHA BHAWAN, BIHAR RASHTRABH
-ASHA PARISHAD, ACHARYA SHIV PUJAN

25/11/2016

DEAR SIRs,

GUARANTEE NO :0505116BG0003220
AMOUNT OF GUARANTEE :INR1,84,000.00
GUARANTEE COVER FROM :25/11/2016 TO 22/11/2018
LAST DATE FOR LODGEMENT OF CLAIM :22/11/2018

THIS DEED OF GUARANTEE IS EXECUTED BY THE STATE BANK OF INDIA,
CONSTITUTED UNDER THE STATE BANK OF INDIA ACT , 1955 HAVING THE CENTRAL OFFICE
AT NARIMAN POINT , MUMBAI AND AMOUNGST OTHER PLACES. A BRANCH AT
TRADE FINANCE CPC, NEW DELHI HEREIN AFTER REFFERED TO AS 'THE BANK'). IN
FAVOUR OF BIHAR STATE EDUCATIONAL INFRAS
(HEREIN AFTER REFFERED TO AS 'BENEFICIARY') FOR AN AMOUNT NOT EXCEEDING
INR 1,84,000.00
Rupees one lakh eighty four thousand only

AT THE REQUEST OF AMC RESEARCH GROUP PRIVATE LIMITED
AND THE GUARANTEE SHALL REMAIN IN FULL FORCE UPTO 22/11/2018
AND CANNOT BE INVOKED OTHERWISE THAN BY WRITTEN DEMAND OR CLAIM UNDER THIS
GUARANTEE SERVED ON THE BANK ON OR BEFORE THE 22/11/2018

SUBJECT TO AS AFORESAID

NOTWITHSTANDING ANYTHING CONTAINED HEREIN ABOVE, OUR LIABILITY UNDER THIS
GUARANTEE IS RESTRICTED TO
INR 1,84,000.00
Rupees
one lakh eighty four thousand only

OUR GUARANTEE SHALL REMAIN IN FORCE UNTIL 22/11/2018. UNLESS A DEMAND OR
CLAIM UNDER THE GUARANTEE IS MADE ON OUR BANK IN WRITING ON OR BEFORE
22/11/2018 ALL YOURS RIGHTS UNDER THE SAID GUARANTEE BE-FORFEITED AND WE SHALL
FROM ALL LIABILITES THEREUNDER.

NOTWITHSTANDING ANYTHING CONTAINED HEREIN ABOVE, OUR LIABILITY UNDER THIS GUARANTEE IS RESTRICTED TO INR1,84,000.00 one lakh eighty four thousand only

OUR GUARANTEE SHALL REMAIN IN FORCE UNTIL 22/11/2018. UNLESS A DEMAND OR CLAIM UNDER THE GUARANTEE IS MADE ON OUR BANK IN WRITING ON OR BEFORE 22/11/2018 ALL YOURS RIGHTS UNDER THE SAID GUARANTEE BE FORFEITED AND WE SHALL BE RECEIVED AND DISCHARGED FROM ALL LIABILITES THEREUNDER.

[Handwritten Signature]
5021507


AUTHORISED SIGNATORY

AUTHORISED SIGNATORY

Performance Bank Guarantee

To,

Bihar State Educational Infrastructure Development Corporation Ltd.
Shiksha Bhawan, Bihar Rashtrabhasha Parishad,
Acharya Shiv Pujan Sahay Path, Saidpur,
Patna, Bihar –Pin Code-800004

Whereas AMC Research Group Pvt. Ltd. has submitted its Bid dated 02/11/2016 for “**Retender of Selection of An Agency For Teacher’s Need Assessment Survey**” for Elementary Schools Teachers in Bihar in terms of the Tender NIT No. – 18/2016-17 dated 21/06/2016 issued by the BSEIDC, Patna,

Whereas as per Section 3.8.4 Clause of the Bid, the Bidder is required to furnish a bank guarantee as Performance Guarantee from a scheduled nationalised bank (Bank Guarantee)

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

NOW THIS GUARANTEE WITNESSETH: -

1. If the Bidder having been notified of the acceptance of its Bid by the Managing Director, Bihar State Educational Infrastructure Development Corporation Ltd., during the period of Bid Proposal validity:

(i) Fails to perform as per the contract obligations.

The Guarantor Bank shall immediately on demand pay the Managing Director, Bihar State Educational Infrastructure Development Corporation Ltd., Patna, without any demur and without the Managing Director, Bihar State Educational Infrastructure Development Corporation having to substantiate such demand a sum of **Rs. 1,84,000/- (Rupees One Lakh eighty four thousand only)** (Guaranteed Amount).

2. The Guarantor Bank will make the payment of the Guaranteed Amount forthwith on the demand made by the Managing Director, Bihar State Educational Infrastructure Development Corporation Ltd. notwithstanding any objection or dispute that may exist or arise between the Managing Director, Bihar State Educational Infrastructure Development Corporation, and the Bidder or any other person.

3. The demand of the Managing Director, Bihar State Educational Infrastructure Development Corporation, on the Guarantor Bank for the payment of the Guaranteed Amount, shall be

6. To give full effect to the Guarantee contained herein, the Managing Director, Bihar State Educational Infrastructure Development Corporation Ltd., shall be entitled to act as if the Guarantor Bank is the principal debtor in respect of claims against the Bidder and the Guarantor Bank hereby expressly waives all its rights of surety-ship and other rights, if any, which are in any way inconsistent with any of the provisions of this Guarantee.
7. Any notice by way of demand or otherwise may be sent by special courier, telex, fax, registered post or other electronic media to our address as afore-said and if sent by post, shall be deemed to have been given to us after expiry of 48 hours when the same has been posted.
8. Our liability under this Guarantee will continue to exist until a demand is made by the Managing Director, Bihar State Educational Infrastructure Development Corporation Ltd. in writing or up to and including 02 year (24 months) from the date of signing of contract and any demand in respect thereof should reach the Bank not later than the above date.

Notwithstanding anything contrary contained in any law for the time being in force or banking practice, the guarantee shall not be assignable or transferable by the beneficiary, notice or invocation by any person such as assignee, transferee or agent of being in force or banking practice, the guarantee shall not be assignable or transferable by the beneficiary, notice or invocation by any person such as assignee, transferee or agent of beneficiary shall not be beneficiary shall not be entertained by the bank. Any invocation of guarantee can be made only by the beneficiary directly.

The guarantee is to be returned to us within 15 days from the date it ceases to be in force or as soon as the purpose for which it has been issued is fulfilled, whichever is earlier.

Notwithstanding anything to the contrary contained herein:

- ✓ Our liability under this Guarantee shall not exceed of **Rs. 1,84,000/- (Rupees One Lakh eighty four thousand only)**.
- ✓ This bank Guarantee shall be valid till the expiry date of the Bank Guarantee i.e. 22.11.2018, after which all your rights under this Guarantee shall be relieved and discharged from all our liabilities there under.
- ✓ We are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only if you serve upon as a written claim on or before the 22.11.2018.

IN WITNESS WHEREOF WE....., HAVE EXECUTED THE Guarantee on the 25 day of Nov of the year 2016 first hereinabove written by the hand of its duly authorized officials in the form and manner indicated below.

Yours faithfully,

INDIA NON JUDICIAL

Government of National Capital Territory of Delhi



सत्यमेव जयते

Certificate No.

Certificate Issued Date

Account Reference

Unique Doc. Reference

Purchased by

Description of Document

Property Description

Consideration Price (Rs.)

First Party

Second Party

Stamp Duty Paid By

Stamp Duty Amount(Rs.)

e-Stamp

IN-DL219994822018530

: 21-Nov-2016 01:40:PM

: IMPACC (IV)/ dl915403/ DELHI/ DL-DLH

: SUBIN-DL915403442516127172030

: STATE BANK OF INDIA

: Article Bank Guarantee

: Not Applicable

: 0

(Zero)

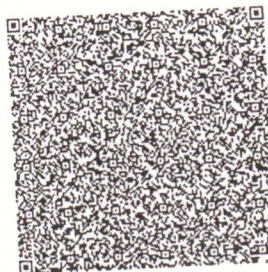
: STATE BANK OF INDIA

: Not Applicable

: STATE BANK OF INDIA

: 100

(One Hundred only)



COPY COPY COPY

BIHAR STATE EDUCATIONAL INFRASTRUCTURE DEVELOPMENT CORPORATION LTD

(A Govt. of Bihar undertaking)

Shiksha Bhawan, Bihar Rashtrabhasha Parishad, Acharya Shivpujan Sahai Path, Saidur, Patna-800004, Ph.0612-2660850
Fax:0612-2660256, Email:bseidc@gmail.com

Ref. No: BSEIDC/ PU/64/2016- 10879

Patna, Date: 10.11.16

From,
Chief Consultant (Technical)
BSEIDC, Shiksha Bhawan
Bihar Rashtrabhasha Parishad
Acharya Shivpujan Sahai Path
Patna 80004

To,
AMC Research Group Pvt. Ltd.
108, 3rd Floor, Taimoor Nagar
New Friends Colony,
New Delhi - 110065

Subject: Letter of Intent (LOI) for "Retender of Selection of an Agency for Teachers' Need Assessment Survey for Elementary School Teachers in Bihar.

Reference: Your bid dated 02/11/2016 submitted against NIT No. 18/2016-2017 Dated: 21/06/2016

Dear Sir,

We are please to inform you that in response to RFP referred above your proposal have been accepted as L1 rate of Rs. 18,40,000 (Eighteen Lakhs Forty Thousand Only) Included service tax and any other charges. We intend to place an order on you subject to entering into satisfactory agreement under the following conditions.

- [1] You will carry out the job strictly in accordance with the provisions of the RFP document and any other information relating to the "Retender of Selection of an Agency for Teachers' Need Assessment Survey for Elementary School Teachers in Bihar" as agreed by you in your bid mentioned above in reference.
- [2] Furthermore, we shall require you to meet the quality/performance/service delivery standards of the "Retender of Selection of an Agency for Teachers' Need Assessment Survey for Elementary School Teachers in Bihar" as mentioned in RFP document.
- [3] When requested, from time to time, You will furnish the required information about the "Retender of Selection of an Agency for Teachers' Need Assessment Survey for Elementary School Teachers in Bihar" project. Purchase office or his, her authorized representative shall have the right unilaterally to reject or condemn any product/service which do not confirm to the above mentioned quality standards and your Company undertakes that it will promptly correct any defect in the products/services without any financial liability to the department/BSEIDC.

BIHAR STATE EDUCATIONAL INFRASTRUCTURE DEVELOPMENT CORPORATION LTD

(A Govt of Bihar undertaking)

Shiksha Bhawan, Bihar Rastrabhasha Parishad Campus, Acharya Shiv Pujan Sahai Path, Saidpur, Patna-800004,
Ph.- 0612-2660850, Fax-0612-2660256, E-Mail : bseidc@gmail.com

NIT NO. : 18/2016-17

DATE : 21st June 2016

e-Tender Notice

Name of work – Retender of Selection of an Agency for Teachers Need Assessment survey for Elementary School Teachers in Bihar.

BSEIDC invites Request For Proposal (RFP) from interested firms, which have the required expertise and experience in working on similar projects.

The detailed RFP will be available on the e-proc website of Bihar i.e www.eproc.bihar.gov.in. Bidders may note that mere submission of RFP will not confer to any right for receiving or carrying out the tendered job. BSEIDC reserves the right to accept/reject one or all RFPs or stop the process of approval at any stage, at its sole discretion without assigning any reason and shall bear no liability whatsoever consequent upon such a decision.

1. Events & Dates

a	PERIOD OF SALE OF BID DOCUMENT (Download)	6 th July 2016 to 6 th August 2016 Up to 15:00 HOURS on Website www.eproc.bihar.gov.in
b	TIME, DATE AND PLACE OF PRE – BID MEETING	20 th July 2016; at 15:30 HOURS In the Office of Managing Director, BSEIDC, Patna.
c	LAST DATE AND TIME FOR RECEIPT (Upload) OF BIDS	8 th August 2016 ; up to 23:59 HOURS On Website www.eproc.bihar.gov.in
d	DATE AND TIME OF OPENING TECHNICAL BIDS	10 th August 2016; at 15:30 HOURS On Website www.eproc.bihar.gov.in
e	DATE AND TIME OF OPENING FINANCIAL BIDS	To be notified through website www.eproc.bihar.gov.in

2 The requisite tender documents can be downloaded from website www.eproc.bihar.gov.in and duly filled documents can be uploaded on the same website. It is also essential to upload clear scan copy of supporting documents as per requirement of respective tender.

3 (a) Form fee ((Cost of B.O.Q.) as mentioned in Tender Documents shall be paid in the form of Bank Draft issued from any nationalized/Scheduled bank in India and drawn in favor of **Bihar State Educational Infrastructure Development Corporation Limited**, Payable at **Patna**. Original Bank Draft will have to be deposited in the office of BSEIDC, Shiksha Bhawan, Bihar Rastrabhasha Parishad Campus, Acharya Shiv Pujan Sahai Path, Saidpur, Patna- 800004 on or before **10th August 2016 up to 15:00 Hours**, failing which the tender will be rejected.

(b) Beltron Bid **processing Fee** is mandatory to be paid through online mode i.e. Internet payment gateway, (Credit/Debit card), Net Banking, NEFT/RTGS Bids along with necessary online payments must be submitted through e-procurement portal www.eproc.bihar.gov.in before the date and time specific in the NIT/Corrigendum. The department doesn't take any responsibility for the delay/Non submission of Tender/ Non Reconciliation of Online payment caused due to Non-availability of Internet Connection, Network Traffic/ Holidays or any other reason.

(c) Earnest Money as mentioned in Tender Documents shall be paid in the form of National Saving Certificate 3 & 5 years Term Post office time Deposit Pass Book duly pledged in favor of **Managing Director, Bihar State Educational Infrastructure Development Corporation Limited, Patna** or in the form of Account payee demand draft/ Fixed deposit receipt/ Bank Guarantee issued from any nationalized/Schedule Bank in India and should be in favor of **Bihar State Educational Infrastructure Development Corporation Limited at Patna**. Earnest Money should be deposited in the office of Managing Director, BSEIDC, Patna on or before **10th August 2016 up to 15:00 Hours** failing which the tender will be rejected.

BIHAR STATE EDUCATIONAL INFRASTRUCTURE DEVELOPMENT CORPORATION LTD

(A Govt. of Bihar undertaking)

Shiksha Bhawan, Bihar Rashtrabhasha Parishad, Acharya Shivpujan Sahai Path, Saidur, Patna-800004, Ph.0612-2660850
Fax:0612-2660256, Email:bseidc@gmail.com

Ref. No: BSEIDC/PI/64/2016- 6936

Patna, Date: 28.07.16

CORRIGENDUM- 1

With reference to NIT No 18/2016-17 For " Retender of Selection of an Agency for Teacher's Need Assessment Survey for Elementary School Teacher's in Bihar" through e tendering web site www.eproc.bihar.gov.in ,the following amendment have been made as below based on Pre- Bid meeting held on 20.07.2016.

S. N	RFP Document Reference(s) (Section & page No)	Existing Provision	Documents Required	Amended Provision	Documents Required
1	Section 3.7.1 Criteria for Technical Evaluation at S.N 3 of Technical Capability at page no. 18	The bidder should have the working experience of large scale demographic/health/education surveys <i>in at least 150</i> during last three years, i.e (2012-13, 2013-14, 2014-15).	In respect of the term of the Technical Capability criteria, The work order along with work completion certificate is to be enclosed for quoted projects shall be provided.	The bidder should have the working experience of large scale demographic/health/education surveys <i>in at least 150</i> during last three years, i.e (2012-13, 2013-14,2014-15). The survey work may be a part of larger mandates.	In respect of the term of the Technical Capability criteria, The work order along with work completion certificate is to be enclosed for quoted projects shall be provided.
2	Section 3.7.1 Criteria for Technical Evaluation at S.N 2 of Business Turn over at page no. 18	The bidder should have a minimum total turn over during the last three financial years (2012-13,2013-14,2014-15) as specified below related to the area of survey and assessment related activities. Rs. 1 crore total Accumulated turnover	The copies of the audited annual Accounts for the last three years shall be attached along with the bid. A certificate from a CA stating the Turn over from above mentioned income sources should also be enclosed	The bidder should have a minimum total turn over during the last three financial years (2012-13,2013-14,2014-15) as specified below related to the area of survey and assessment related activities. Rs. 50 Lakhs total Accumulated turnover during the last three	The copies of the audited annual Accounts for the last three years shall be attached along with the bid. A certificate from a CA stating the Turn over from above mentioned income sources should also be enclosed

BIHAR STATE EDUCATIONAL INFRASTRUCTURE DEVELOPMENT CORPORATION LTD

(A Govt. of Bihar undertaking)

Shiksha Bhawan, Bihar Rashtrabhasha Parishad, Acharya Shivpujan Sahai Path, Saidur, Patna-800004, Ph.0612-2660850
Fax:0612-2660256, Email:bseidc@gmail.com

Ref. No: BSEIDC/PI/64/2016- 7169

Patna, Date: 02.08.16

CORRIGENDUM-9

With reference to NIT No 18/2016-17 For "Retender of Selection of an Agency for Teachers' Need Assessment Survey for Elementary School Teacher's in Bihar" Project." through e tendering web site www.eproc.bihar.gov.in the following amendment have been made as below based on e-Tender Notice.

Existing Provision		Amended Provision		
a	PERIOD OF SALE OF BID DOCUMENT (Download)	6 th July 2016 to 6 th August 2016 Up to 15:00 HOURS on Website www.eproc.bihar.gov.in	a	PERIOD OF SALE OF BID DOCUMENT (Download) 6th July 2016 to 16th August 2016 Up to 15:00 HOURS on Website www.eproc.bihar.gov.in
b	LAST DATE AND TIME FOR RECEIPT(Uplod) OF BIDS	8 th August 2016: up to 23:59 HOURS On website www.eproc.bihar.gov.in	b	LAST DATE AND TIME FO RECEIPT(Uplod) OF BIDS 18th August 2016: up to 23:59 HOURS On website www.eproc.bihar.gov.in
c	DATE AND TIME OF OPENIG TECHNICAL BIDS	10 August 2016: at 15: 30 HOURS On website www.eproc.bihar.gov.in	c	DATE AND TIME OF OPENIG TECHNICAL BIDS 20th August 2016: at 15:30 HOURS On website www.eproc.bihar.gov.in
d	Form fee /(Cost of B.O.Q.) as mentioned in Tender Documents shall be paid in the form of Bank Draft issued from any nationalized/Scheduled bank in India and drawn in favor of Bihar State Educational Infrastructure Development Corporation Limited, Payable at Patna. Original Bank Draft will have to be deposited in the office of BSEIDC, ShikshaBhawan, Bihar RastrabhashaParishad Campus, Acharya Shiv PujanSahai Path, Saidpur, Patna- 800004 on or before 10 th August 2016 up to 15:00 Hours, failing which the tender will be rejected		d	Form fee /(Cost of B.O.Q.) as mentioned in Tender Documents shall be paid in the form of Bank Draft issued from any nationalized/Scheduled bank in India and drawn in favor of Bihar State Educational Infrastructure Development Corporation Limited, Payable at Patna. Original Bank Draft will have to be deposited in the office of BSEIDC, ShikshaBhawan, Bihar RastrabhashaParishad Campus, Acharya Shiv PujanSahai Path, Saidpur, Patna- 800004 on or before 20th August 2016 up to 15:00 Hours , failing which the tender will be rejected
e	Earnest Money as mentioned in Tender Documents shall be paid in the form of National Saving Certificate 3 & 5 years Term Post office time Deposit Pass Book duly pledged in favor of Managing Director, Bihar State Educational Infrastructure Development Corporation Limited, Patna or in the form of Account navee demand		e	Earnest Money as mentioned in Tender Documents shall be paid in the form of National Saving Certificate 3 & 5 years Term Post office time Deposit Pass Book duly pledged in favor of Managing Director, Bihar State Educational Infrastructure Development Corporation Limited, Patna or in the form of Account

BIHAR STATE EDUCATIONAL INFRASTRUCTURE DEVELOPMENT CORPORATION LTD

(A Govt. of Bihar undertaking)

Shiksha Bhawan, Bihar Rashtrabhasha Parishad, Acharya Shivpujan Sahai Path, Saidur, Patna-800004, Ph.0612-2660850
Fax:0612-2660256, Email:bseidc@gmail.com

Ref. No: BSEIDC/PI/64/2016- 7627

Patna, Date: 17.08.16

CORRIGENDUM- 3

With reference to NIT No 18/2016-17 For "Retender of Selection of an Agency for Teachers' Need Assessment Survey for Elementary School Teacher's in Bihar" Project." through e tendering web site www.eproc.bihar.gov.in the following amendment have been made as below based on e-Tender Notice.

Existing Provision		Amended Provision			
a	PERIOD OF SALE OF BID DOCUMENT (Download)	6 th July 2016 to 16 th August 2016 Up to 15:00 HOURS on Website www.eproc.bihar.gov.in	a	PERIOD OF SALE OF BID DOCUMENT (Download)	6 th July 2016 to 22 nd August 2016 Up to 15:00 HOURS on Website www.eproc.bihar.gov.in
b	LAST DATE AND TIME FOR RECEIPT(Uplod) OF BIDS	18 th August 2016: up to 23:59 HOURS On website www.eproc.bihar.gov.in	b	LAST DATE AND TIME FO RECEIPT(Uplod) OF BIDS	24 th August 2016: up to 23:59 HOURS On website www.eproc.bihar.gov.in
c	DATE AND TIME OF OPENIG TECHNICAL BIDS	20 th August 2016: at 15:30 HOURS On website www.eproc.bihar.gov.in	c	DATE AND TIME OF OPENIG TECHNICAL BIDS	26 th August 2016: at 15:30 HOURS On website www.eproc.bihar.gov.in
d	Form fee /(Cost of B.O.Q.) as mentioned in Tender Documents shall be paid in the form of Bank Draft issued from any nationalized/Scheduled bank in India and drawn in favor of Bihar State Educational Infrastructure Development Corporation Limited, Payable at Patna. Original Bank Draft will have to be deposited in the office of BSEIDC, ShikshaBhawan, Bihar RastrabhasaParishad Campus, Acharya Shiv PujanSahai Path, Saidpur, Patna- 800004 on or before 20 th August 2016 up to 15:00 Hours, failing which the tender will be rejected		d	Form fee /(Cost of B.O.Q.) as mentioned in Tender Documents shall be paid in the form of Bank Draft issued from any nationalized/Scheduled bank in India and drawn in favor of Bihar State Educational Infrastructure Development Corporation Limited, Payable at Patna. Original Bank Draft will have to be deposited in the office of BSEIDC, ShikshaBhawan, Bihar RastrabhasaParishad Campus, Acharya Shiv PujanSahai Path, Saidpur, Patna- 800004 on or before 26 th August 2016 up to 15:00 Hours, failing which the tender will be rejected	
e	Earnest Money as mentioned in Tender Documents shall be paid in the form of National Saving Certificate 3 & 5 years Term Post office time Deposit Pass Book duly pledged in favor of Managing Director, Bihar State Educational Infrastructure Development Corporation		e	Earnest Money as mentioned in Tender Documents shall be paid in the form of National Saving Certificate 3 & 5 years Term Post office time Deposit Pass Book duly pledged in favor of Managing Director, Bihar State Educational Infrastructure Development Corporation	

BIHAR STATE EDUCATIONAL INFRASTRUCTURE DEVELOPMENT CORPORATION LTD

(A Govt. of Bihar undertaking)

Shiksha Bhawan, Bihar Rashtrabhasha Parishad, Acharya Shivpujan Sahai Path, Saidur, Patna-800004, Ph.0612-2660850

Fax:0612-2660256, Email:bseidc@gmail.com

Ref. No: BSEIDC/PI/64/2016- ३३९९

Patna, Date: 24.08.16

CORRIGENDUM- 4

With reference to NIT No 18/2016-17 For "Retender of Selection of an Agency for Teachers' Need Assessment Survey for Elementary School Teacher's in Bihar" Project." through e tendering web site www.eproc.bihar.gov.in the following amendment have been made as below based on e-Tender Notice.

Existing Provision			Amended Provision		
a	PERIOD OF SALE OF BID DOCUMENT (Download)	6 th July 2016 to 22 nd August 2016 Up to 15:00 HOURS on Website www.eproc.bihar.gov.in	a	PERIOD OF SALE OF BID DOCUMENT (Download)	6 th July 2016 to 28 th August 2016 Up to 15:00 HOURS on Website www.eproc.bihar.gov.in
b	LAST DATE AND TIME FOR RECEIPT(Upload) OF BIDS	24 th August 2016: up to 23:59 HOURS On website www.eproc.bihar.gov.in	b	LAST DATE AND TIME FOR RECEIPT(Upload) OF BIDS	30 th August 2016: up to 23:59 HOURS On website www.eproc.bihar.gov.in
c	DATE AND TIME OF OPENING TECHNICAL BIDS	26 th August 2016: at 15:30 HOURS On website www.eproc.bihar.gov.in	c	DATE AND TIME OF OPENING TECHNICAL BIDS	2 nd September 2016: at 15:30 HOURS On website www.eproc.bihar.gov.in
d	Form fee /(Cost of B.O.Q.) as mentioned in Tender Documents shall be paid in the form of Bank Draft issued from any nationalized/Scheduled bank in India and drawn in favor of Bihar State Educational Infrastructure Development Corporation Limited, Payable at Patna. Original Bank Draft will have to be deposited in the office of BSEIDC, ShikshaBhawan, Bihar RastrabhashaParishad Campus, Acharya Shiv PujanSahai Path, Saidpur, Patna- 800004 on or before 26 th August 2016 up to 15:00 Hours, failing which the tender will be rejected		d	Form fee /(Cost of B.O.Q.) as mentioned in Tender Documents shall be paid in the form of Bank Draft issued from any nationalized/Scheduled bank in India and drawn in favor of Bihar State Educational Infrastructure Development Corporation Limited, Payable at Patna. Original Bank Draft will have to be deposited in the office of BSEIDC, ShikshaBhawan, Bihar RastrabhashaParishad Campus, Acharya Shiv PujanSahai Path, Saidpur, Patna- 800004 on or before 2 nd September 2016 up to 15:00 Hours, failing which the tender will be rejected	
e	Earnest Money as mentioned in Tender Documents shall be paid in the form of National Saving Certificate 3 & 5 years Term Post office time Deposit Pass Book duly pledged in favor of Managing Director, Bihar State Educational Infrastructure Development Corporation Limited, Patna or in the form of Account payee demand		e	Earnest Money as mentioned in Tender Documents shall be paid in the form of National Saving Certificate 3 & 5 years Term Post office time Deposit Pass Book duly pledged in favor of Managing Director, Bihar State Educational Infrastructure Development Corporation Limited, Patna or in the form of Account payee demand	

17

(17) (31)

BIHAR STATE EDUCATIONAL INFRASTRUCTURE DEVELOPMENT CORPORATION LTD**(A Govt. of Bihar undertaking)**Shiksha Bhawan, Bihar Rashtrabhasha Parishad, Acharya Shivpujan Sahai Path, Saidur, Patna-800004, Ph.0612-2660850
Fax:0612-2660256, Email:bseidc@gmail.com

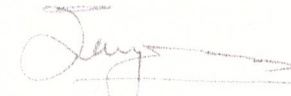
Ref. No: BSEIDC/PI/64/2016- 10509

Patna, Date: 31.10.16

CORRIGENDUM- 5

With reference to NIT No 18/2016-17 For "Retender of Selection of an Agency for Teacher's Need Assessment Survey for Elementary School Teacher's in Bihar" through e tendering web site www.eproc.bihar.gov.in, the following Date has been decided to open Financial Bid.

S.N	Particulars	Existing Provision	Amended Provision
1	Date & Time of Opening Financial Bids	To be notified through Website www.eproc.bihar.gov.in	2 nd November 2016: at 15:30 Hours on www.eproc.bihar.gov.in


Managing Director

AMC RESEARCH GROUP Pvt. Ltd.108, 3rd Floor, Taimoor Nagar, New Friends Colony, New Delhi – 110065
(Tele/fax: 011 – 26312089)E-mail: amcresearchgroup@gmail.com Website: www.amcresearchgroup.com

Form 5: Bidder Profile

Sr. No	Details	
1	Name of the Firm	AMC Research Group Pvt. Ltd.
2	Address (with Phone Numbers, Fax and E-mail ID)	108, 3 rd Floor, Taimoor Nagar New Friends Colony New Delhi -110065 Tel/fax. – 011-26312089 Email: amcresearchgroup@gmail.com
3	Correspondence/ contact address	108, 3 rd Floor, Taimoor Nagar New Friends Colony New Delhi -110065
4	Details of Contact person (Name, designation, address etc.) Telephone Number Fax Number e-mail	Prabhat Kumar Director 108, 3 rd Floor, Taimoor Nagar New Friends Colony New Delhi -110065 011-26312089, 9873316787 011-26312089 navinprabhat@gmail.com
5	Is the firm a registered company? If yes, submit Documentary proof. Year and Place of the establishment of the Company	55-91959 28 th January, 1998, New Delhi (Enclosed)
6	Former name of the company, if any.	AMC Management Research Group Pvt. Ltd. (Copy of Registration Certificate is attached)
7	Is the firm registered with sales tax department? If yes, submit valid sales tax registration certificate	No
	Is the firm registered for service tax with	Yes

11	<p>How many years has your organization been in business under your present name? What were your fields when you established your organization?</p> <p>When did you add new fields (if any)?</p>	<p>18 yrs</p> <p>Research & Consultancy Services</p>																																			
12	<p>What type best describes your firm? (documentary proof to be submitted)</p> <p>a. Manufacturer b. Supplier c. System Integrator d. Software Development e. Total solution provider (Design, Supply, Integration, O&M) f. IT Company g. Consultant h. Service Provider (pl. specify details)</p>	<p>Service Provider (Research & Consultancy Services)</p> <p>Documentary proof is attached</p>																																			
13	Number of Offices / Project Locations	04 (Location: Delhi, Bhubaneswar, Banglore, Kolkata)																																			
14	<p>Please give details of Key Technical and Administrative staff who will be involved in this project, their role in the project, their Qualifications & experience and the certification attained (documentary proof to be submitted)</p>																																				
<table border="1"> <thead> <tr> <th data-bbox="647 1015 887 1070">Name</th> <th data-bbox="887 1015 1099 1070">Qualification</th> <th data-bbox="1099 1015 1301 1070">Position assigned</th> <th data-bbox="1301 1015 1424 1070">Experience (yrs)</th> <th data-bbox="1424 1015 1751 1070">Task Assigned</th> </tr> </thead> <tbody> <tr> <td data-bbox="647 1070 887 1142">Maj. Gen A M Chaturvedi (Retd.)</td> <td data-bbox="887 1070 1099 1142">MCA(I), MBA, FIE, FIS</td> <td data-bbox="1099 1070 1301 1142">Sr. Advisor</td> <td data-bbox="1301 1070 1424 1142">15</td> <td data-bbox="1424 1070 1751 1142">Overall research and quality control</td> </tr> <tr> <td data-bbox="647 1142 887 1238">Dr. Kalavati B K</td> <td data-bbox="887 1142 1099 1238">M.A, M.Phil, PhD (Education)</td> <td data-bbox="1099 1142 1301 1238">Technical Consultant</td> <td data-bbox="1301 1142 1424 1238">22</td> <td data-bbox="1424 1142 1751 1238">Preparation of research design, instruments, and report writing</td> </tr> <tr> <td data-bbox="647 1238 887 1334">Dr. Vijay Laxmi</td> <td data-bbox="887 1238 1099 1334">MA, M.Phil, Ph.D. (Social Sc.)</td> <td data-bbox="1099 1238 1301 1334">Project Director</td> <td data-bbox="1301 1238 1424 1334">12</td> <td data-bbox="1424 1238 1751 1334">Preparation of research design, instruments, and report writing</td> </tr> <tr> <td data-bbox="647 1334 887 1461">Prabhat Kumar</td> <td data-bbox="887 1334 1099 1461">MSW, MBA (Rural Mgmt.)</td> <td data-bbox="1099 1334 1301 1461">Project Co-ordinator</td> <td data-bbox="1301 1334 1424 1461">13</td> <td data-bbox="1424 1334 1751 1461">Interaction with client, and finalisation of research design and Tools, training of FIs and reporting</td> </tr> <tr> <td data-bbox="647 1461 887 1525">Pawan Kumar</td> <td data-bbox="887 1461 1099 1525">M.A. (Sociology)</td> <td data-bbox="1099 1461 1301 1525">Sr. Researcher</td> <td data-bbox="1301 1461 1424 1525">8</td> <td data-bbox="1424 1461 1751 1525">Support to PC and Overall field Management</td> </tr> <tr> <td data-bbox="647 1525 887 1596">Shanti Prajapati</td> <td data-bbox="887 1525 1099 1596">MBA (HR Mgmt. & Finance)</td> <td data-bbox="1099 1525 1301 1596">Admin. & Research</td> <td data-bbox="1301 1525 1424 1596">6</td> <td data-bbox="1424 1525 1751 1596">Overall coordination of field team and quality control</td> </tr> </tbody> </table>			Name	Qualification	Position assigned	Experience (yrs)	Task Assigned	Maj. Gen A M Chaturvedi (Retd.)	MCA(I), MBA, FIE, FIS	Sr. Advisor	15	Overall research and quality control	Dr. Kalavati B K	M.A, M.Phil, PhD (Education)	Technical Consultant	22	Preparation of research design, instruments, and report writing	Dr. Vijay Laxmi	MA, M.Phil, Ph.D. (Social Sc.)	Project Director	12	Preparation of research design, instruments, and report writing	Prabhat Kumar	MSW, MBA (Rural Mgmt.)	Project Co-ordinator	13	Interaction with client, and finalisation of research design and Tools, training of FIs and reporting	Pawan Kumar	M.A. (Sociology)	Sr. Researcher	8	Support to PC and Overall field Management	Shanti Prajapati	MBA (HR Mgmt. & Finance)	Admin. & Research	6	Overall coordination of field team and quality control
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Shanti Prajapati	MBA (HR Mgmt. & Finance)	Admin. & Research	6	Overall coordination of field team and quality control																																	

		<p>3. Assam Sarva Siksha Abhiyan Mission SSA & DPEP, Kahilipara, Guwahati – 781019</p> <p>4. Department of Public Enterprises, Ministry of Heavy Industries & Public Enterprises, Govt. Of India</p> <p>5. Jharkhand Education Project Council New Co-operative Building, Shyamali Colony, Doranda, Ranchi-834024, Jharkhand</p> <p>6. Directorate of Adult Education Department of School Education & Literacy Ministry of HRD, Govt. of India</p> <p>7. Ministry of Development of North Eastern Region (MoDONER) Vigyan Bhavan Annexe, Maulana Azad Road, New Delhi – 110001</p> <p>8. Directorate of Programme Implementation & Evaluation, Government of Meghalaya</p> <p>9. NSTMIS Division Ministry of Science & Technology, Gol</p> <p>10. Bharat Petroleum Corporation Limited "E" & "F" Block, Maker Towers, 12th Floor, Cuffe Parade, Mumbai – 400005</p>
16	Have you in any capacity not completed any work awarded to you? (If so, give the name of project and reason for not completing the work)	None
17	In how many projects you were imposed penalties for delay? Please give details.	None
18	Have you ever been denied tendering facilities by any Government/ Department/ Public sector Undertaking? (Give details)	None

AMC²¹

2

AMC RESEARCH GROUP Pvt. Ltd.

108, 3rd Floor, Taimoor Nagar, New Friends Colony, New Delhi – 110065
(Tele/fax: 011 – 26312089)

E-mail: amcresearchgroup@gmail.com Website: www.amcresearchgroup.com

Form 4: Self-declaration – No Blacklisting undertaking

To,

Bihar State Educational Infrastructure Development Corporation Ltd.
Shiksha Bhawan, Bihar Rashtrabhasha Parishad,
Acharya Shiv Pujan Sahay Path, Saidpur,
Patna, Bihar –Pin Code-800004

In response to the Tender/ NIT Ref. No. 18/ 2016-17 dated 21st June, 2016 for 'Selection of An Agency For Teacher's Need Assessment Survey For Elementary Schools Teachers in Bihar', as a Director of **AMC Research Group Pvt. Ltd.**, I/ We hereby declare that presently our Company/ firm **AMC Research Group Pvt. Ltd.**, at the time of bidding, is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central government/ PSU/ UT. If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and our bid, to the extent accepted, may be cancelled.

Thanking you,

Name of the Bidder: AMC Research Group Pvt. Ltd.

For AMC Research Group Pvt. Ltd.

Authorized Signatory: **Prabhat Kumar** Director
Director

Seal of the Organization:

Date: 13.08.2016



Form 6: Power of Attorney

To:

Bihar State Educational Infrastructure Development Corporation Ltd.
Shiksha Bhawan, Bihar Rashtrabhasha Parishad ,
Acharya Shiv Pujan Sahay Path, Saidpur,
Patna, Bihar –Pin Code-800004

Subject: Submission of the Technical bid for 'Selection of An Agency For Teacher's Need Assessment Survey For Elementary Schools Teachers in Bihar'.

I (**Shravan Kumar Shah, Executive Director**) hereby declare/ certify that {**Prabhat Kumar, Director**} is hereby authorized to sign relevant documents on behalf of the company/ firm in dealing with Tender/ NIT reference No. 18/ 2016-17 dated 21st June, 2016. He is also the one authorized to attend meetings & submit technical & commercial information/clarifications as may be required by you in the course of processing the Bid. For the purpose of validation, his/ her verified signatures are as under.

Thanking you,

Name of the Bidder: **AMC Research Group Pvt. Ltd.**Verified Signature: **Shravan Kumar Shah**
Executive Director



समर्थेय ज्योते

प्राकृप एक

Form 1

निगमन का प्रमाण पत्र

Certificate of Incorporation

सं० 55-91959 शक 19 19
 No. 55-91959 of 19 97-98

मैं एतद् द्वारा प्रमाणित करता हूँ कि आज एस्मती मॅनेजमेन्ट रिसर्च

ग्रुप प्राइवेट लिमिटेड

कम्पनी अधिनियम 1956 (1956 का 1) के अधीन निगमित की गई है और यह कम्पनी परिसीमित है।

I hereby certify that AMC MANAGEMENT RESEARCH

GROUP PRIVATE LIMITED

is this day incorporated under the Companies Act, 1956 (No. 1 of 1956) and that the Company is limited.

मेरे हस्ताक्षर से आज ता० 8 JAN 19 19 को दिया गया।

Given under my hand at ... NEW DELHI .. this TWENTY EIGHTH

day of JANUARY One thousand nine hundred and NINETY EIGHT



La

COMPANY NO. 91959

FRESH CERTIFICATE OF INCORPORATION
CONSEQUENT UPON CHANGE OF NAME

In the office of the Registrar of Companies, NCT of Delhi & Haryana
[Under the Companies Act, 1956 (1 of 1956)]

IN THE MATTER OF M/S. AMC MANAGEMENT RESEARCH GROUP PRIVATE LIMITED.

I hereby certify that AMC MANAGEMENT RESEARCH GROUP PRIVATE LIMITED,
which was originally incorporated on Twenty Eighth January
Nineteen Hundred and ninety eight under the Companies Act, 1956 (Act 1 of 1956) under the name
AMC MANAGEMENT RESEARCH GROUP PRIVATE LIMITED

having duly passed the necessary resolution in terms of Section 21 of the
Companies Act, 1956 and the approval of the Central Government signified
in writing having been accorded thereto under Section 21 of the Cos. Act 1956
read with Government of India, Department of Company Affairs, Notification
No. GSR 5274E1 dt. 24/06/1985, New Delhi vide letter:

No. ROC/Approval/21/55- 91959/19 dated 04/01/2005

the name of the said company is this day changed to

AMC RESEARCH GROUP PRIVATE LIMITED

and this Certificate is issued pursuant to Section 23(1) of the said Act.

Given under my hand at New Delhi this Sixth January

Two Thousand and Five.



(Dr. Navrang Swami)
REGISTRAR OF COMPANIES,
N.C.T. OF DELHI AND HARYANA

आयकर विभाग
INCOME TAX DEPARTMENT



भारत सरकार
GOVT. OF INDIA

AMC RESEARCH GROUP PRIVATE
LIMITED



28/01/1998
Permanent Account Number

AABCA0035B

26022005

इस कार्ड के खो जाने पर / खोया हुआ कार्ड मिलने पर
कृपया सूचित करें / लौटाएं -
आयकर पैन सेवा इकाई, एन एस डी एल
तीसरी मंजिल, ट्रेड वर्ल्ड, ए विंग, कानला मिल्स कंपाउंड
एस. बी. मार्ग, लोअर पारेल, मुम्बई - 400 013.

*If this card is lost / someone's lost card is found,
please inform / return to :*

Income Tax PAN Services Unit, NSDL
3rd Floor, Trade World, A Wing,
Kamala Mills Compound,
S. B. Marg, Lower Parel, Mumbai - 400 013.

Tel: 91-22-2499 4650, Fax: 91-22-2495 0664,
email: tininfo@nsdl.co.in



CENTRAL BOARD OF EXCISE AND CUSTOMS

Ministry of Finance - Department of Revenue



FORM ST-2

Shri/Ms AMC RESEARCH GROUP PRIVATE LIMITED having undertaken to comply with the conditions prescribed in Chapter V of Finance Act, 1994 read with the Service Tax Rules, 1994, and any orders issued thereunder is hereby certified to have been registered with the Central Excise Department. The Service Code and other details are mentioned hereunder.

Name :	AMC RESEARCH GROUP PRIVATE LIMITED		
Address :	103-A FRIENDS COLONY (EAST) DELHI DELHI-110065		
PAN Status :	Allotted	PAN :	AABCA0035B
Name as in PAN :	AMC RESEARCH GROUP PRIVATE LIMITED		
Nature of registration :	Single Premise		
Service Tax Code :	AABCA0035BSD001		
Taxable service(s) offered :	MARKET RESEARCH AGENCY		

ADDRESS OF BUSINESS PREMISES

Name Of Building :	NA	Flat / Door / Block No :	103-A
Road / Street / Lane :	-	Village / Area / Locality :	FRIENDS COLONY (EAST)
Block / Taluk / Division / Town :	NA	Post Office :	FRIENDS COLONY
City / District :	NEW DELHI	State / Union Territory :	DELHI
PIN :	110065	Phone Number-1 :	26310480
Phone Number-2 :		Fax Number-1 :	
Fax Number 2 :		Email Address :	amcre-search@rediffmail.com

Note :

1. In case the registrant starts providing any other taxable service (other than those mentioned above), he shall intimate the department.
2. In case the registrant starts billing from other premises (other than those mentioned above), he shall intimate the department.
3. These intimations and any other information which registrant wishes to bring to the notice of the department can be submitted on-line by the registrant after logging on to web-site.
4. This registration certificate is not transferable.
5. List of Accounting Codes

SI No	Types of Services	Accounting Codes	
		Tax Collection	Other Receipts (Interest / Penalty)
1	MARKET RESEARCH AGENCY	00440112	00440113



REQUEST FOR PROPOSAL

RETENDER OF SELECTION OF AN AGENCY

FOR

TEACHERS' NEED ASSESSMENT

SURVEY FOR ELEMENTARY SCHOOL TEACHERS

IN BIHAR

NIT NO. 18/2016-17

**Bihar State Educational Infrastructure Development
Corporation Limited (BSEIDCL)**

(A Govt. of Bihar Undertaking)



Disclaimer

The information contained in this Request for Proposal document (“RFP”) or subsequently provided to Bidders, whether in documentary or any other form by or on behalf of the Authority or any of its employees or advisers, is provided to Bidders on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement and is neither an offer by the Authority to the prospective Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Services. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require.

This RFP may not be appropriate for all persons, and it is not possible for the Authority, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in this RFP, may not be complete, accurate, adequate or correct. Each Bidder should, therefore, before placing reliance on aforesaid assumptions, assessments, statements and information [furnished in this RFP, by the Authority and/or any of its consultant] conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFP and obtain independent advice from appropriate sources. For avoidance of doubt, in case any Bidder places reliance on any aforesaid assumptions, assessments, statements, data and information [furnished by the Authority and/or its consultant, in this RFP], then the same shall not in any manner bind/make liable the Authority and/or its consultant, to indemnify the Bidder in respect of any loss/damage/costs whatsoever arising out of or in connection with such reliance placed by the Bidder on the aforesaid assumptions, assessments, statements, data and information.

Information provided in this RFP to the Bidders is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive

account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process.

The Authority also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Bidder upon the statements contained in this RFP.

The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP. The issue of this RFP does not imply that the Authority is bound to select a Bidder or to appoint the Selected Bidder, as the case may be, for the Services and the Authority reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Bidder and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Bidder in preparation or submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

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Key Events & Dates

S. No.	Particular	Details
(i)	Period of sale of Bid Documents (Download)	6th July 2016 to 6th August 2016 upto 15:00 HOURS on website : www.eproc.bihar.gov.in
(ii)	Time, Date & Place of Pre-Bid Meeting	20th July 2016 ; at 15:30 HOURS in the office of MD, BSEIDC, Patna
(iii)	Last Date & Time for upload of Bids	8th August 2016 ; up to 23:59 HOURS on website: www.eproc.bihar.gov.in
(iv)	Date & Time of Opening Technical Bids	10th August 2016 ; at 15:30 HOURS on Website: www.eproc.bihar.gov.in
(v)	Last Date of Submission of Queries	20th July 2016 ; up to 15:00 HOURS through e-mail: bseidc@gmail.com

1. Fact Sheet

Clause Reference	Topic
Section 3.7.3	The method of selection is: Least Cost based selection.
	SEE the link provided from the following website on or

	<p>refundable. This fee shall be paid in form of demand draft of any nationalized bank/scheduled Bank located in India, payable at Patna, drawn in favour of "Bihar State Educational Infrastructure Development Corporation Ltd." Before 10th August 2016 up to 3 PM & submit at Corporation office failing which the tender will be rejected .Beltron Bid processing fee is mandatory to be paid through online mode i.e internet payment gateway(credit/Debit card) net banking, NEFT/RTGS as required in e-tendering website.</p>
Section 3.5.3	<p>Earnest Money Deposit of amount Rs. 50,000,(Rupees Fifty Thousand only) by Demand Draft in favour of 'Bihar State Educational Infrastructure Development Corporation Ltd.' and payable at Patna from any of the nationalized bank/scheduled bank before 10th August. Up to 3 PM & submit at corporation office failing which the tender will be rejected.</p>
Section 3.12	<p>Services linked to</p> <p>Selection of An Agency for "Teachers Need Assessment survey For Elementary schools Teachers in Bihar".</p>
Section 3.3	<p>A pre-Bid meeting will be held on date, time specified here at the following venue :</p> <p>The Managing Director</p> <p>Bihar State Educational Infrastructure Development Corporation Ltd.</p> <p>Shiksha Bhawan. Bihar Rastrabhasha Parishad Campus</p> <p>Acharya Shiv Pujan Sahay Path,</p>

	English
Section 3.6.7	Proposals must remain valid 180 days after the submission date
Section 3.5.4	Bidders must submit/upload the documents as per the terms and conditions of the RFP in the following website: www.eproc.bihar.gov.in
Section 3.6.3	The proposal shall not submitted/uploaded no later than the following date and time as mentioned in the 'Key events and dates' table.

2. Background information

2.1 Basic information:

- a. Government of Bihar invites responses (“Tenders”) to this Request for Proposal (“RFP”) from a company registered in India .
 - i) (“Bidders”) for the provision of as described in the section 3.12 of this RFP (“Scope of Work”). Bihar State Educational Infrastructure Development Corporation Limited (BSEIDC) is the Nodal Agency for this government procurement competition (the “Nodal Agency”).
- b. The agency should have the experience of conducting national or state level large scale surveys. Experience of conducting educational surveys, particularly similar studies will have a clear advantage.
- c. The research team should at least have skills of project management and team leadership, statistical analysis, and data entry. Field investigators should have appropriate qualifications and experience of field investigations. The size of the team will be determined by the agency so as to accomplish the study in accordance with the agreed time-line
- d. Once agreed, the agency will neither change the team nor decrease the

2.2 Project background:

Bihar is in the process of implementing a series of far reaching changes to its elementary education system, aiming to address both access and quality issues in schooling. The focus is on recruitment of elementary school teachers in very large numbers, together with a range of initiatives to improve teacher capability and performance, such as the creation of quality pre-service training programs and opportunities for continuous professional development. These and other changes to policy and practice are intended to bring about a large scale transformation of teaching-learning process in elementary schools in order to ensure quality education. Ensuring quality education requires the knowledge of the need of the stakeholders of the educational system. Teacher is one of the most important stakeholders of this system.

Hence, their interest in using ICT to access continuous professional development, as well as their current levels of ICT competence, must be assessed. Linked to this, it is important to assess current levels of ICT competence of teacher educators and other key resource persons in the system, given that the intention of the State is to use ICT intensively in the delivery of its ODL programme and in various CPD activities. Thus, it is timely and important to conduct an intensive study on the ICT Needs of Teachers of Elementary Schools in Bihar for their Continuous Professional Development.

2.3 Study of ICT Needs towards Continuous Professional Development of Elementary School Teachers of Bihar :- Objectives of the study

- I. To assess current levels of ICT competence of elementary schools teachers and teacher educators of Bihar, as well as the extent of ICT

- IV. To explore the scope of online courses for continuous professional development (CPD) of elementary school teachers of Bihar.

3. Instructions to the Bidders

3.1 General:

- a. While every effort has been made to provide comprehensive and accurate background information and requirements and specifications, Bidders must form their own conclusions about the support required. Bidders and recipients of this RFP may wish to consult their own legal advisers in relation to this RFP.
- b. All information supplied by Bidders may be treated as contractually binding on the Bidders, on successful award of the assignment by the BSEIDC on the basis of this RFP.
- c. No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of the BSEIDC. Any notification of preferred bidder status by the BSEIDC shall not give rise to any enforceable rights by the Bidder. The BSEIDC may cancel this public procurement at any time prior to a formal written contract being executed by or on behalf of the BSEIDC.
- d. This RFP supersedes and replaces any previous public documentation & communications, and Bidders should place no reliance on such communications.

3.2. Compliant Tenders / Completeness of Response:

Bidder is expected to examine all instructions, forms, terms, and requirements in the bid document. Failure to furnish all information required by the bid document or submission of a Bid not substantially responsive to the RFP document in every respect may result in the rejection of the Bid.

3.3. Pre-bid Meeting & Clarifications:

- (a) BSEIDC shall hold a pre-bid meeting with the prospective bidders on date and time as mentioned in 'Key events and dates' table and will be held at :

The Managing Director
Bihar State Educational Infrastructure Development
Corporation Ltd. Shiksha Bhawan, Bihar Rastrabhasha
Parishad Campus Acharya Shiv Pujan Sahay Path, Patna,
Bihar –Pin Code-800004

(c) The queries should necessarily be submitted in the following format:

S.No.	RFP Document Reference(s) (Section & Page Number(s))	Content of RFP requiring Clarification(s)	Points of Clarification
1.			
2.			
3.			
4.			

d) BSEIDC shall not be responsible for ensuring that the bidders' queries have been received by them. Any requests for clarifications/queries post the date and time mentioned in the 'Key events and dates' table will not be entertained by the BSEIDC.

3.4 Responses to Pre-Bid Queries & Issue of Corrigendum:

(a) The Authorised Officer notified by the BSEIDC will endeavour to provide timely response to all queries. However BSEIDC makes no representation or warranty as to the completeness or accuracy of any response made in good faith.

(b) At any time prior to the last date for receipt of bids, BSEIDC may, for any reason, whether at its own initiative or in response to a request from a Bidder, issue a corrigendum to the RFP.

- (e) In order to provide prospective Bidders reasonable time for taking the corrigendum into account, BSEIDC may, at its discretion, extend the last date for the receipt of Proposals.

3.5 Key Requirements of the Bid:

3.5.1 Right to Terminate the Process:

- (a) BSEIDC may terminate the RFP process/Tender at any time and without assigning any reason. BSEIDC makes no commitments, express or implied that this process will result in a business transaction with anyone.
- (b) This RFP does not constitute an offer by BSEIDC. The bidder's participation in this process may result BSEIDC selecting the bidder to engage towards execution of the contract.

3.5.2 RFP Document Fees:

- (a) RFP document can be downloaded at the website provided in the Fact sheet. A non-refundable bank demand draft of Rs. 10,000/- drawn in favour of 'Bihar State Educational Infrastructure Development Corporation Ltd.', payable at Patna from any of the nationalized Banks/scheduled Banks should be submitted at corporation office before 10th August 2016 up to 3 PM.

3.5.3 Earnest Money Deposit (EMD)

- a) Bidders shall submit, EMD of Rs. 50,000/- (Rupees fifty Thousand only), in the form of a Demand Draft / Bank Guarantee (BG) issued by any nationalized bank/scheduled bank in favour of 'Bihar State Educational Infrastructure Development Corporation Ltd. payable at Patna, and should be valid for 6 months from the due date of the tender / RFP.
- b) EMD of all unsuccessful bidders would be refunded by BSEIDC within

- e) The EMD may be forfeited:
- i.) If a bidder withdraws its bid during the period of bid validity
 - ii.) In case of a successful bidder, if the bidder fails to sign the contract or provide performance bank guarantee in accordance with this RFP.

3.5.4 Submission of Responses

- (a) The tender should be submitted through e-Tendering / e-Procurement website www.eproc.bihar.gov.in only. No other form of tender submission will be valid for evaluation.
- (b) Request from the bidder in respect of additions, alterations, modification, corrections etc. of both terms and conditions or rates after opening of the tender will not be considered.
- (c) The bidder shall submit its bid/tender on e-Procurement platform at www.eproc.bihar.gov.in.
- (d) The bidder must have the Class II/III Digital Signature Certificate (DSC) and e-Tendering User-id of the e-Procurement website before participating in the e-tendering process. The bidder may use their DSC if they already have the DSC. They can also take DSC from any of the authorized agencies or they may contact on our e-Procurement help desk.
- (e) For User-id they have to get registered themselves on e-procurement website www.eproc.bihar.gov.in and submit their bids online on the same. Offline or in-person bids shall not be entertained by the Tender Inviting Authority for the tenders published in e-procurement platform.
- (f) The bidders shall submit their eligibility and qualification details, Technical bid, Financial bid etc., in the online standard formats given in e-Procurement web site at the respective stage only. The bidders shall upload the scanned copies of all the relevant certificates,

Tendering/e-Procurement website only.

- (h) For support related to e-tendering process, bidders may contact at following address “eProcurement HELP DESK, First Floor, M/22, Bank Of India Building, Road
No 25, Sri Krishna Nagar, Patna, Bihar, Pin-800001, Phone No: 0612-2523006, Mob- 7542028164” or may visit the link “Vendor Info” at www.eproc.bihar.gov.in.

3.5.5 Authentication of the Tenders

A Tender/Proposal should be accompanied by a power-of-attorney in the name of the signatory of the Tender/Proposal.

3.6 Preparation and Submission of Proposal

3.6.1 Proposal Preparation Costs

- (a) The bidder shall be responsible for all costs incurred in connection with participation in the RFP process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any additional information required by BSEIDC to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process.
- (b) BSEIDC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

3.6.2 Language

- (a) The Proposal should be filled by the bidders in English language only. If any supporting documents submitted are in any language other than English, a translation of the same in English language is to be duly

sheet (Section 1: Fact Sheet)

3.6.4 Late Bids

- (a) The bids submitted by telex/telegram/ fax/e-mail etc. shall not be considered. No correspondence will be entertained on this matter.
- (b) BSEIDC shall not be responsible for any delay or non-receipt/ non-delivery of the documents. No further correspondence on the subject will be entertained.

3.6.5 Evaluation process

An evaluation committee constituted by BSEIDC will evaluate the Technical and Price bids as per the following pattern.

- a) Conditional bids shall be summarily rejected.
- b) Evaluation committee will examine the bids to determine whether they are complete, whether any computational errors have been made, and whether the bids are generally in order.
- c) Arithmetical errors will be rectified on the following basis: If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If the Bidder does not accept the correction of the errors, his bid will be rejected. If there is a discrepancy between words and figures, the amount in words will prevail.
- d) The BSEIDC may conduct clarification meetings with each or any bidder to discuss any matters, technical or otherwise as mentioned in their Technical bid.
- e) Further, the scope of the evaluation committee also covers taking of any decision with regard to the RFP, execution/ implementation of the project including project period.
- f) Price (Commercial) bids of only those bidders who qualify the technical evaluation will be opened.
- g) All other Commercial bids will be returned un-opened. The place,

capabilities and how they are going to execute the project in Bihar. The Bidder shall furnish the required information to BSEIDC and its appointed representative on the date asked for, at no cost to the BSEIDC. The BSEIDC may at its discretion, visit the office / Network Operation Center (NOC) of the Bidder, any time before the issue of Letter of Award

3.6.6 Tender Opening

- (a) The Proposals submitted up to time and date mentioned in 'Key events and dates' table will be opened online on 'Key events and dates' table or as per corrigendum.

3.6.7 Tender Validity

- (a) The offer submitted by the Bidders should be valid for minimum period of 180 days from the date of submission of Tender.

3.6.6 Tender Evaluation

- (a) Initial Bid scrutiny will be held and incomplete details as given below will be treated as non-responsive. If Tenders/ Proposals;
 - i.) Are not submitted in as specified in the RFP document
 - ii.) Received without the Letter of Authorization (Power of Attorney)
 - iii.) Are found with suppression of details
 - iv.) With incomplete information, subjective, conditional offers and partial offers submitted
 - v.) Submitted without the documents requested in the checklist
 - vi.) Have non-compliance of any of the clauses stipulated in the RFP
 - vii.) With lesser validity period.

3.7 Criteria for Evaluation

3.7.1 Criteria for Technical Evaluation

S.N.	Basic Requirement	Specific Requirement	Documents Required
1	Eligibility	<p>The Bidder should an Indian registered Company/LLP/Society OR Trust for the last 3 Years</p> <p>Note:- Bidders JV companies or bidder group of companies shall not be considered for participation in the Bid</p>	Certificate of Registration/Incorporation
2	Business Turnover	<p>The bidder should have a minimum total turnover during the last three financial years (2012-13,2013-14, 2014-15) as specified below related to the area of survey and assessment related activities .</p> <p>Rs. 1 Crore total Accumulated turnover during the last three financial years i.e 2012-13, 2013-14, 2014-15)</p>	<p>The copies of the audited annual Accounts for the last three years shall be attached along with the bid.</p> <p>A certificate from a CA stating the Turnover from above mentioned income sources should also be enclosed.</p>
3	Technical Capability	The bidder should have the working experience of large scale demographic/ health/	In respect of the term of the Technical Capability criteria The

4	Team Strength	least have skills of project management and team leadership, statistical analysis, and data entry. Field investigators should have appropriate qualifications and experience of field investigations. The size of the team will be determined by the agency so as to accomplish the study in accordance with the agreed time-line	Size and composition of the Team shall be provided by the Bidder.
5	Blacklisting	The bidder should not have been blacklisted with any of the Central Government Department and any State Department / PSU on account of Corrupt or fraudulent practices.	A Self Certified letter by an authorized signatory
6	Certificate of Company Registration Valid Service Tax Registration Certificate & Valid PAN No	<ul style="list-style-type: none"> a) Relevant Certificate of Company Registration b) Registration under service tax c) The successful bidder will have to comply with the relevant tax laws of the state. 	Certificates from the authorized authorities

service specified in this bid document will be considered.

- (d) The bid price will include all taxes (central and State taxes , wherever applicable) and levies and shall be in Indian Rupees.
- (e) Any conditional bid would be rejected.

3.8 AWARD OF CONTRACT

3.8.1 Award Criteria

- (a) BSEIDC will award the Contract to the successful bidder whose proposal has been determined to be responsive and has been determined as the Least Cost bids as per the process outlined above.

3.8.2 Right to Accept Any Proposal and To Reject Any or All Proposal(s)

- (a) BSEIDC reserves the right to accept or reject any proposal, and to annul the tendering process / Public procurement process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for BSEIDC action.

3.8.3 Notification of Award

- (a) Prior to the expiration of the validity period, BSEIDC will notify the successful bidder in writing or by fax or email, that its proposal has been accepted. In case the tendering process / public procurement process has not been completed within the stipulated period, BSEIDC may like to request the bidders to extend the validity period of the bid.

- (b) The notification of award will constitute the formation of the contract. Upon the successful bidder's furnishing of Performance Bank Guarantee, BSEIDC will

Performance Bank Guarantee shall be kept valid till expiration of the contract. The selected bidder shall be responsible for extending the validity date of the Performance Bank Guarantee as and whenever it is due till the expiration of the contract. In case the selected bidder fails to submit Performance Bank Guarantee within the time stipulated, the BSEIDC at its discretion may cancel the order placed on the selected bidder by giving a written notice.

- (b) BSEIDC shall invoke the Performance Bank Guarantee in case the selected bidder fails to discharge their contractual obligations during the period or BSEIDC incurs any loss due to bidder's negligence in carrying out the work as per the agreed terms & conditions laid out in this RFP.

3.8.5 Signing of Contract

- (a) Post submission of Performance Guarantee by the successful bidder, BSEIDC shall enter into a contract, incorporating all clauses, pre-bid clarifications and the proposal of the bidder between BSEIDC and the successful bidder.
- (b) The contract agreement refers to all the terms and conditions of this RFP and corrigendum.

3.9 Fraud and Corrupt Practices

- a. The Bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained in this RFP, the BSEIDC shall reject a Proposal without being liable in any manner whatsoever to the Bidder, if it determines that the Bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the 'Prohibited Services') in the Selection Process. In such an event, the BSEIDC shall, without prejudice to its any other rights or remedies, forfeit and appropriate the Bid Security or Performance Security, as the case may be, as mutually agreed genuine pre-estimated compensation and damages payable to the Authority for, inter alia, time, cost and effort of the Authority, in regard to the RFP, including consideration and evaluation of such Bidder's proposal.

in any tender or RFP issued by the BSEIDC during a period of 2 (two) years from the date such Bidder, is found by the BSEIDC to have directly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.

- c. For the purposes of this Section, the following terms shall have the meaning hereinafter respectively assigned to them:
- i. "Corrupt Practice" means (i) the offering, giving, receiving, or soliciting directly or indirectly of anything of value to influence the action of any person connected with the Selection Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of the BSEIDC who is or has been associated in any manner, directly or indirectly with the selection Process or the LOI or has dealt with matters concerning the Agreement or arising there from, 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 BSEIDC, shall be deemed to constitute influencing the actions of a person connected with the Selection Process); or (ii) save as provided herein, engaging in any manner whatsoever, whether during the Selection Process or after the issue of the LOA or after the execution of the Agreement, as the case may be, any person in respect of any matter relating to the Project or the LOA or the Agreement, who at any time has been or is a legal, financial or technical consultant/adviser of the BSEIDC in relation to any matter concerning the Project;
 - ii. "Fraudulent Practice" means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process;
 - iii. "Coercive Practice" means impairing or harming or threaten to impair or harm directly or indirectly, any persons or property to influence any person's participation or action in the Selection Process;

understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Selection Process.

3.10 Conflict of Interest

(a) The Vendor shall disclose to BSEIDC in writing, all actual and potential conflicts of interest that exist, arise) or may arise (either for the Vendor/OEM/Bidder's team) in the course of performing the Service(s) as soon as practical after it becomes aware of that conflict.

3.11 Force Majeure

(a) Force Majeure is herein defined as any cause, which is beyond the control of the selected bidder or BSEIDC as the case may be which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the contract, such as:

- I. Natural phenomenon, including but not limited to floods, droughts, earthquakes and epidemics
- II. Acts of any government, including but not limited to war, declared or undeclared priorities, quarantines and embargos
- III. Terrorist attack, public unrest in work area provided either party shall within 10 days from occurrence of such a cause, notifies the other in writing of such causes. The bidder or BSEIDC shall not be liable for delay in performing his/her obligations resulting from any force majeure cause as referred to and/or defined above. Any delay beyond 60 days shall lead to termination of contract by parties and all obligations expressed quantitatively shall be calculated as on date of termination. Notwithstanding this, provisions relating to indemnity, confidentiality survive termination of the contract.

3.12.2 Population

A population is any group of individuals that have one or more characteristics in common which distinguish the group from the rest (Best and Kahn, 2015, p. 13). The population for the present study is all working teachers of government elementary schools of the Bihar state, whose effectiveness will be enhanced through this operation. As per data available with UDISE, presently approximately more than 4 lakh teachers are working in the government elementary schools of Bihar.

Population of the study will comprises of all Government Elementary school teachers of Bihar; all Teacher Educators of SCERT (State Council of Educational Research and Training), CTEs (Colleges of Teacher Education), DIETs (District Institutes of Educational Training), PTECs (Primary Teacher Education Colleges), and BITEs (Block Institutes of Teacher Education); BRPs (Block Resource Persons) and CRCCs (Cluster Resource Centre Coordinators), as well as all ODL (Online Distance Learning) Resource Persons recruited to support the D.El.Ed. (ODL).

3.12.3 Sample and Sampling Technique

A sample is a small proportion of the population selected for observation and analysis (Best and Kahn, 2015, p. 13). For the present study, population is homogeneous as all the teachers are teaching in government elementary schools and teacher educators in various government institutions. The population size is too large to carry out the research on the entire population. For the purpose of the study, two distinct samples will be selected as below:

- Sample 1: Elementary school teachers of government schools in Bihar selected using a multi-stage random sampling technique
- Sample 2: Teacher educators and ODL Resource Persons in Bihar selected using a quota sampling technique

To select Sample 1, multi-stage random sampling technique will be used as below:

Division	Districts	Sampled District
Bhagalpur	02	Bhagalpur
Darbhangha	03	Darbhangha
Kosi	03	Saharsa
Munger	06	Lakhisarai
Patna	06	Kaimur
Purnea	04	Purnea
Magadh	05	Arwal
Tirhut	06	Muzzafarpur
Saran	03	Gopalgunj

3.12.5 Stage Two: Selection of Block Resource Centers (BRCs)

In second stage, all the BRCs under sampled districts were listed. The number of BRCs are not the same in every district. There are districts having less than 10 BRCs and also there are districts with more than 20 BRCs. In order to give adequate representation, it has been decided that one BRC will be selected from the districts with ten or less BRCs. Two BRCs have been selected from the districts having 11 to 20 BRCs and 3 BRCs are selected from the districts with more than 20 BRCs. For the selection of the BRCs from every selected district, simple random sampling technique has been used.

Sampled District	Number of BRCs*	Sampled BRCs (Nos. Sampled)
Bhagalpur	15	

Kaimur	11	Nuwaw , Rampur (02)
Purnea	14	Jalalgarh, Baisi (02)
Arwal	05	Bansi Sonbhadra Surajpur (01)
Muzzafarpur	16	Katra, Gaighat (02)
Gopalgunj	14	Phulwaria, Vijaypur (02)

3.12.6 Stage Three: Selection of CRCs, Schools and teachers

In order to arrive at final sample size, cluster sampling technique will be used. The cluster for the present study is the BRC. All the CRCs under selected BRCs, all the government elementary schools under every CRC will constitute the sample. The teachers available at the time of survey in all the selected schools will constitute actual sample size.

The proposed sample size for Sample 1 will be 9,066 teachers covering 1,800 elementary schools under 125 CRCs of 15 Blocks in 09 Districts as per the above Sampling Plan.

To select Sample 2, teacher educators will be selected by the use of Quota sampling technique. The detail plan of sampling is as following:

- i. 20 Teacher educators from SCERT (State Council of Educational Research and Training)
- ii. 20 Teacher educators from 6 CTEs (College of Teacher Education)
- iii. 60 Teacher educators from 33 DIETs (District Institute of Educational Training)
- iv. 40 Teacher educators from 23 PTECs (Primary Teacher Education College)
- v. 10 Teachers educators from 4 BITEs (Block Institute of Teacher Education)
- vi. 150 Teacher educators from BRCs

- For achieving the Objective No. 3.1 a questionnaire survey instrument for assessing the ICT need of teachers regarding continuous professional development named as “Teachers’ Need Assessment Questionnaire (TNAQ)” will be developed. This instrument will be administered to both Samples 1 and 2.
- For achieving the Objective No. 3.2 an opinionnaire survey instrument named as “Teacher Educators’ Need Assessment Opinionnaire (TNAO)” will be developed. This instrument will be administered only to Sample 2.

3.12.8 Methods of Data Collection

The data will be collected with the help of two instruments described above. Instruments will be administered by the field investigators in face-to-face situation during their visits to schools or cluster levels.

3.12.9 Data-analysis Techniques

In order to get desired information, the collected data will be digitized, cleansed, and analyzed with the help of appropriate statistical techniques in the light of objectives of the study.

3.12.10 Tasks

- The agency selected to conduct this study will do the following:
- a. Finalize the study design including plan and calendar for field investigations and process for quality monitoring of field investigations
 - b. Review and improve/finalize survey instruments (TNAQ and TNAO)
 - c. Identify the research team and field investigators
 - d. Prepare a short field-manual to be used as reference guide by field-investigators
 - e. Plan and administer a short training for research team and field investigators
 - f. Administer the main field survey
 - g. Collate, digitize, and cleanse the collected
 - h. Analyze collected data and prepare the report of the study

1	Signing of Contract	Day 01 (T Day)
2	Final Study Design and Plan (including Team Mobilization and Training of the Team)	(T + 7 Days) Within 7 days from the date of award of contract
3	Field Survey	(T + 14 Days) 2 weeks from the date of award of contract
4	Data Entry in Agreed Electronic Format and Analysis (to be Made Available to the SCERT)	(T+ 21 Days) 1 week after the field survey is completed
5	Final Report	(T+ 28 Days). 2 weeks after the field survey is completed.

3.12.12 Role of the SCERT

The SCERT will do the following:

- a. Provide a complete list (name, address, etc.) of schools, CTEs, DIETs, PTECs, BITEs, BRCs, and CRCs from which the study samples will be selected;

3.12.13 Copyrights

All study materials and data from the study will be the sole property of the SCERT. The agency will submit all the materials - secondary and primary, including the filled questionnaires, collected for the purpose of the study.

3.13 Payment Procedure and Terms

3.13.1 Paying Authority

- (a) The payments as per the Payment Schedule covered hereinabove shall be paid by this office of BSEIDC. However, Payment of the Bills would be payable, on receipt of advice/confirmation for satisfactory delivery and submission of report from the BSEIDC. The confirmation will be issued by the authorized person of Schools. Also the bidder has to submit the certificate of insurance covering all the risks during performance of their assignment covered under the scope of work of this RFP.

3.13.2 Payment Schedule

- a. The 50% of the agreed amount will be paid upon submission of the field survey report and the remaining 50% of the agreed amount will be paid after submission of final report. (As mentioned in the key deliverables and timelines section 3.12.11).
- b. Advance payment will not be considered. Payment will be done in Indian Rupees on submission of reports.
- c. The terms of payment will be governed by terms of the Contract between the BSEIDC and the selected bidder.
- d. Payment to the selected bidder shall be made within 30 days after the receipt of valid request for payment.
- e. Payment will be done on submission of reports.
- f. All payments will be subjected to tax deduction at source as applicable at the prevailing tax rates.

Forms to be submitted in Technical Proposal

S.N	Form No	Form Name
1	Form 1	Technical Bid & Check List
2	Form 2	Format for Performance
3	Form 3	Letter of Proposal
4	Form 4	Self-declaration–No blacklisting Undertaking
5	Form 5	Bidder Profile
6	Form 6	Power of Attorney
7	Form 7	Covering Letter
8	Form 8	Bidder Experience
9	Form 9	Financial Information Summary
10	Form 10	Describing the technical competence and experience of the bidder

NOTE :-

- (a) Bidders may be disqualified if rates/prices are disclosed anywhere in online Submission of Technical Proposal. Rates/prices etc should be submitted in online Submission of Financial proposal.

Forms to be submitted in Financial Proposal

Form 11 : Financial Bid

Note : For support related to e-tendering process, bidders may contact at following address "eProcurement HELP DESK, First Floor, M/22, Bank Of India Building, Road No. 25, Sri Krishna Nagar, Patna, Bihar, India."

Form 2: Performance Bank Guarantee Format

To,

Bihar State Educational Infrastructure Development Corporation Ltd.
Shiksha Bhawan, Bihar Rashtrabhasha Parishad ,
Acharya Shiv Pujan Sahay Path, Saidpur,
Patna, Bihar –Pin Code-800004

Whereas(hereinafter called “the Bidder”) has submitted its Bid dated(date of submission of Bid) for **Selection of An Agency For Teacher’s Need Assessment Survey** For Elementary Schools Teachers in Bihar in terms of the Tender dated issued by the BSEIDC ,Patna, (hereinafter called “the Bid”).

Whereas as per Section 3.8.4 Clause of the Bid, the Bidder is required to furnish a bank guarantee as Performance Guarantee from a scheduled nationalised bank (Bank Guarantee)

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

NOW THIS GUARANTEE WITNESSETH: -

1. If the Bidder having been notified of the acceptance of its Bid by the Managing Director, Bihar State Educational Infrastructure Development Corporation Ltd. , during the period of Bid Proposal validity:

- (i) Fails to perform as per the contract obligations.

The Guarantor Bank shall immediately on demand pay the Managing Director, Bihar State Educational Infrastructure Development Corporation

the Managing Director, Bihar State Educational Infrastructure Development Corporation, and the Bidder or any other person.

3. The demand of the Managing Director, Bihar State Educational Infrastructure Development Corporation Ltd. on the Guarantor Bank for the payment of the Guaranteed Amount, shall be deemed as the final proof of fulfilment of the conditions stipulated in (1) above.

4. This Guarantee shall be irrevocable and shall not be discharged except by payment of the above amount by us to the Managing Director, Bihar State Educational Infrastructure Development Corporation Ltd. and our liability under this Guarantee shall be restricted to the Guaranteed Amount being Rs ___ Lakhs (_____ Lakhs).

5. If it is necessary to extend this Guarantee on account of any reason whatsoever, we undertake to extend the period of this Guarantee on the request of the Bidder under intimation to the Managing Director, Bihar State Educational Infrastructure Development Corporation Ltd..

6. To give full effect to the Guarantee contained herein, the Managing Director, Bihar State Educational Infrastructure Development Corporation Ltd., shall be entitled to act as if the Guarantor Bank is the principal debtor in respect of claims against the Bidder and the Guarantor Bank hereby expressly waives all its rights of surety-ship and other rights, if any, which are in any way inconsistent with any of the provisions of this Guarantee.

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

8. Our liability under this Guarantee will continue to exist until a demand is made by the Managing Director, Bihar State Educational Infrastructure Development Corporation Ltd. in writing or up to and including 2 year from the date of signing of contract, i.e. up to _____, and any demand in respect thereof should reach the Bank not later than the above date.

Dated this day 2016 Yours faithfully

Form 3: Letter of Proposal

To:

Bihar State Educational Infrastructure Development Corporation Ltd.

Shiksha Bhawan, Bihar Rashtrabhasha Parishad ,

Acharya Shiv Pujan Sahay Path, Saidpur,

Patna, Bihar –Pin Code-800004

Subject: Submission of the Technical bid for '**Selection of An Agency For Teacher's Need Assessment Survey For Elementary Schools Teachers in Bihar**'.

Dear Sir/Madam,

We, the undersigned, offer to provide < related services > to the BSEIDC on with your Request for Proposal dated <insert date> and our Proposal. We are hereby submitting our Proposal, which includes this Technical bid and the Financial Bid online through website www.eproc.bihar.gov.in. We hereby declare that all the information and statements made in this Technical bid are true and accept that any misinterpretation contained in it may lead to our disqualification. We undertake, if our Proposal is accepted, to initiate the Implementation services related to the assignment not later than the date indicated in Fact Sheet. We agree to abide by all the terms and conditions of the RFP document. We would hold the terms of our bid valid for 180 days as stipulated in the RFP document.

We understand you are not bound to accept any Proposal you receive.

Yours sincerely,

Authorized Signature [In full and initials]: Name and Title of Signatory:

Form 4: Self-declaration – No Blacklisting undertaking

(On bidder's letter head)

To,

Bihar State Educational Infrastructure Development Corporation Ltd.
Shiksha Bhawan.
Bihar Rashtrabhasha Parishad Campus
Acharya Shiv Pujan Sahay Path,
Patna, Bihar –Pin Code-800004

In response to the Tender/ NIT Ref. No. _____ dated _____ for 'Selection of An Agency For **Teacher's Need Assessment Survey For Elementary Schools Teachers in Bihar**', as an Owner/ Partner/Director of _____, I/ We hereby declare that presently our Company/ firm _____, at the time of bidding, is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central government/ PSU/ UT. If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and our bid, to the extent accepted, may be cancelled.

Thanking you,

Name of the Bidder:

Authorized Signatory:

Seal of the Organization:

Form 5: Bidder Profile

(On bidder's letter head)

Sr. No	Details	
1	Name of the Firm	
2	Registered Office address Telephone Number Fax Number e-mail	
3	Correspondence/ contact address	
4	Details of Contact person (Name, designation, address etc.) Telephone Number Fax Number e-mail	
5	Is the firm a registered company? If yes, submit Documentary proof. Year and Place of the establishment of the Company	
6	Former name of the company, if any.	

submit valid registration certificate

- 10 Attach the organizational chart showing the structure of the organization including the names of the directors and the position of the officers.

Total number of employees

- 11 How many years has your organization been in business under your present name? What were your fields when you established your organization?

When did you add new fields (if any)?

- 12 What type best describes your firm? (documentary proof to be submitted)

- a. Manufacturer
- b. Supplier
- c. System Integrator
- d. Software Development
- e. Total solution provider (Design, Supply, Integration, O&M)
- f. IT Company
- g. Consultant
- h. Service Provider (pl. specify details)

- 13 Number of Offices / Project Locations

- 14 Please give details of Key Technical and Administrative staff who will be involved in this project, their role in the project, their Qualifications & experience and the certification attained (documentary proof to be submitted)

- 15 List the major clients with whom your organization has been/ is currently associated.

- 16 Have you in any capacity not completed any work awarded to you? (If so, give the name of project and reason for not completing it)

Form 6: Power of Attorney

To,

Bihar State Educational Infrastructure Development Corporation Ltd.
Shiksha Bhawan. Bihar Rashtrabhasha Parishad Campus
Acharya Shiv Pujan Sahay Path,
Patna, Bihar –Pin Code-800004

I / We {Name/ Designation} hereby declare/ certify that {Name/ Designation} is hereby authorized to sign relevant documents on behalf of the company/ firm in dealing with Tender/ NIT reference No. _____ dated _____. He/ She is also the one authorized to attend meetings & submit technical & commercial information/clarifications as may be required by you in the course of processing the Bid. For the purpose of validation, his/ her verified signatures are as under.

Thanking you,

Name of the Bidder: -

Verified Signature:

Form 7: Covering Letter

To:

Bihar State Educational Infrastructure Development Corporation Ltd.
Shiksha Bhawan. Bihar Rashtrabhasha Parishad Campus
Acharya Shiv Pujan Sahay Path,
Patna, Bihar –Pin Code-800004

Subject: Submission of the financial bid for '**Selection of an Agency for Teacher's Need Assessment Survey for Elementary Schools Teachers in Bihar**'.

Dear Sir/Madam,

We, the undersigned, offer to provide the Implementation services for << related services >> in accordance with your Request for Proposal dated [Date] and our Proposal (Technical and Financial Proposals is uploaded separately as per requirement of Tender).

Our Financial Proposal shall be binding upon us, up to expiration of the validity period of the Proposal, i.e., [Date].

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Form 8: Bidder Experience

(On bidder's letter head)

Form 9: Financial Information Summary

S. NO	Name of the Bidder	Turn Over (Rs. Crores)			Total of 3 Financial Years
		2012-13	2013-14	2014-15	
	Overall Turnover of Company				

Note: Please enclose balance sheet and profile & Loss statement.

Form 10: Describing the technical competence and experience of the bidder

(On bidder's letter head)

Teachers' Need Assessment Survey for Elementary School Teachers in Bihar

Inception Report

Submitted to



**Bihar State Educational Infrastructure Development
Corporation Limited (BSEIDCL)**

(A Govt. of Bihar Undertaking)

Shiksha Bhawan, Bihar Rastrabhasha Parishad Campus,
Acharya Shiv Pujan Sahai Path, Saidpur, Patna-800004

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1.0 Background of the study

The National Policy on Education 1986, as modified in 1992, stressed upon employing educational technology to improve the quality of education. The policy statement led to two major centrally sponsored schemes, namely, Educational Technology (ET) and Computer Literacy and Studies in Schools (CLASS) paving the way for a more comprehensive centrally sponsored scheme in 2004 – Information and Communication Technology” in Schools Scheme, shortly named as ICT@Schools Scheme. Educational technology also found a significant place in another scheme on upgradation of science education. The significant role of ICT in school education been highlighted in the National Curriculum Framework 2005 (NCF). Use of ICT for quality improvement also figures in Government of India's flagship programme on education, Sarva Shiksha Abhiyan (SSA). Again, ICT figured comprehensively in the norm of schooling recommended by Central Advisory Board of Education (CABE), in its report on Universal Secondary Education, in 2005. With the convergence of technologies it has become imperative to take a comprehensive look at all possible information and communication technologies for improving school education in the country. The comprehensive choice of ICT for holistic development of education can be built only on a sound policy. The initiative of ICT Policy in School Education is inspired by the tremendous potential of ICT for enhancing outreach and improving quality of education.

ICT implementation has given an excellent opportunity for the Education Policy Implementation specialists to revisit what we want our future leaders of India to be like. If we have a peek into the visionaries of India – past and present - we get an idea of

- what need to be taught
- who are our target audience across India
- how to reach out to each and every corner of India

Some thoughts of Mahatma Gandhi and Dr. Abdul Kalam

“A student has to acquaint himself with the condition of things in his own country, try to realize the magnitude of the crisis with which it is faced and the work that it requires of him. I am against only a few lakhs of boys and girls

Bihar is in the process of implementing a series of far reaching changes to its elementary education system, aiming to address both access and quality issues in schooling. The focus is on recruitment of elementary school teachers in very large numbers, together with a range of initiatives to improve teacher capability and performance, such as the creation of quality pre-service and in-service training programs and opportunities for continuous professional development. These and other changes to policy and practice are intended to bring about a large scale transformation of teaching-learning process in elementary schools in order to ensure quality education. Ensuring quality education requires the knowledge of the need of the stakeholders of the educational system. Teacher is one of the most important stakeholders of this system.

Hence, their interest in using ICT to access continuous professional development, as well as their current levels of ICT competence, must be assessed. The present intention of the State is to use ICT intensively in the delivery of its ODL programme and in various CPD activities. Thus, it is timely and important to conduct an intensive study on the ICT Needs of Teachers of Elementary Schools in Bihar for their Continuous Professional Development.

Objective of ICT@Schools Scheme

- To establish an enabling environment to promote the usage of ICT especially in Higher Secondary and Secondary Government Schools in rural areas. Critical factors of such an enabling environment include widespread availability of access devices, connectivity to the Internet and promotion of ICT literacy.
- To ensure the availability of quality content on-line and through access devices both in the private sector and by SIETs.
- Enrichment of existing curriculum and pedagogy by employing ICT tools for teaching and learning.
- To enable students to acquire skills needed for the Digital world for higher studies and gainful employment.
- To provide an effective learning environment for children with special needs through ICT tools.
- Promote critical thinking and analytical skills by developing self-learning. This shall transform the classroom environment from teacher-centric to student-centric learning.
- To promote the use of ICT tools in distance education including the employment of audio-visual medium

2.0 Relevance of the study

Information and communication technologies are said to be reshaping the material basis of society (Al-Jaghoub and Westrup, 2003). In fact, Information and Communication Technology (ICT) has the capacity to support a wide range of learning activities. Those technologies have been integrated into teaching approaches of different training programs. ICT can enhance the effectiveness of information presentation to teachers and stimulate their interest using various internet and multimedia technologies. According to Duke (2002), ICT capability should in principle represent a shift from content memorization to learning to search and learning to learn. In future, the role of teachers will still result in improved student learning, but will require the teacher to have broader capabilities than content knowledge and pedagogy skills. Those teachers will need to be technologically competent and information-literate (Smaldino et al., 2008). Teachers must be equipped well to respond and guide students in the new environment of information and communication technology.

Consequently, ICT integrated programs must be arranged in such a way that the teacher should actively be involved in the learning process. Continuing old practice with the use of new ICT, without paying attention to instructors' needs, will never affect their training positively and efficiently. Similarly, Gaible and Burns (2005) stated that to be effective and successful, teacher professional development programs must be of high quality and relevant to teachers' needs. No amount of ICT can compensate for professional development programs that lack these characteristics. In fact, one of the main purposes of applying ICT and needs analysis together is to shift teachers' approach of knowledge transmission to knowledge building in their training programs. In this way, technology will be an integral part of teacher preparation programs. In other words, those programs should not simply offer a course in educational technology, but also demonstrate effective use of technology in teaching. They should be a matter of guiding, encouraging, and facilitating rather than a rigid application of a predetermined set of procedures and skills. As De Sousa Pires (2001) stated, ICT can be a part of learning, but the starting point should be: 'what can one do with a computer which one cannot do without a computer?' Introducing ICT into professional development programs should include sufficient attention being paid to the involvement of teachers through their training process.

online have improved, the need for students and tutors to adapt their learning and teaching styles to the online environment is, surprisingly, still a significant hurdle. Therefore, in all stages of teacher training programs, needs analysis should be used in support of ICT embedded teacher development programs to produce the desired educational outcome. Otherwise, the teacher training programs will fail to utilize the benefits of an ICT culture.

Keeping in mind all these above stated benefits in using information and communication technology (ICTs) in teaching-learning process, Govt. of Bihar has launched Computer Aided Learning project, christened as e-Samarth in 2009 under public-private partnership (PPP) model. Under this project, computer labs with equipments has been established in 244 upper primary (VI-VII class) school spread over 28 districts. The main aims of the project to make teaching and learning more interactive, interesting, understanding, motivating by presentation of knowledge using various ICTs tools. The project has clinched e-Manthan award in 2011 under e-Education category in south-east Asia. Over the years, as many as 171 chapters of various subjects have been selected for e-Samarth and for that, 1637 teachers have been trained so far. In this project, teachers are very important stakeholders as they are the bridge between students and use of ICTs in learning. They serve the agents in combing society and technology. So, their attitude towards adopting ICTs, competence level to use ICTs and ability to deliver results are important issues in real life practice. This study basically focused to access all these above stated arenas with the availability of ICTs in schools.

3.0 Objectives of the study

The specific objectives of the proposed study will be as follows:

- I. To assess current levels of ICT competence of elementary schools teachers and teacher educators of Bihar, as well as the extent of ICT use in supporting teaching and learning in Bihar classrooms.
- II. To study the opinion of teacher educators about ICT related needs of elementary school teachers for their Continuous Professional Development (CPD).
- III. To suggest suitable modalities to facilitate continuous professional development (CPD) of elementary school teachers of Bihar.

4.0 Research Themes

Research The research question is to explore the relationship between the benefit received/ provided under ICT programme and the likely effects these programme are expected to produce. The ICT project has been designed not only to help the children to learn but also to help the teachers teach effectively. The vision is to make the teacher's job easier, more productive and more self-satisfying. ICTs can support effective professional development of teachers. The teams constituted to interview various functionaries and to examine records will collect information on the following items:

- Availability of infrastructure facilities for ICT (such as no. of computer and computer aided laboratory, UPS, printer, internet facility, power situation, sitting arrangement, building provision for labs etc.) in government schools.
- Contents of training programmes for Computer Instructors/ teachers and their perception towards its impact in teaching learning process
- Availability of class wise e-learning content in CDs/ DVDs or through online mode and its utilization in teaching learning process
- Teachers perception regarding adaptation of ICTs use in teaching process.
- Teacher's competence and attitude towards use of ICT in teaching learning process and their opinion in improving the present scenario.
- Parents/ Community member's attitude towards ICT use in students' study.

Research questions

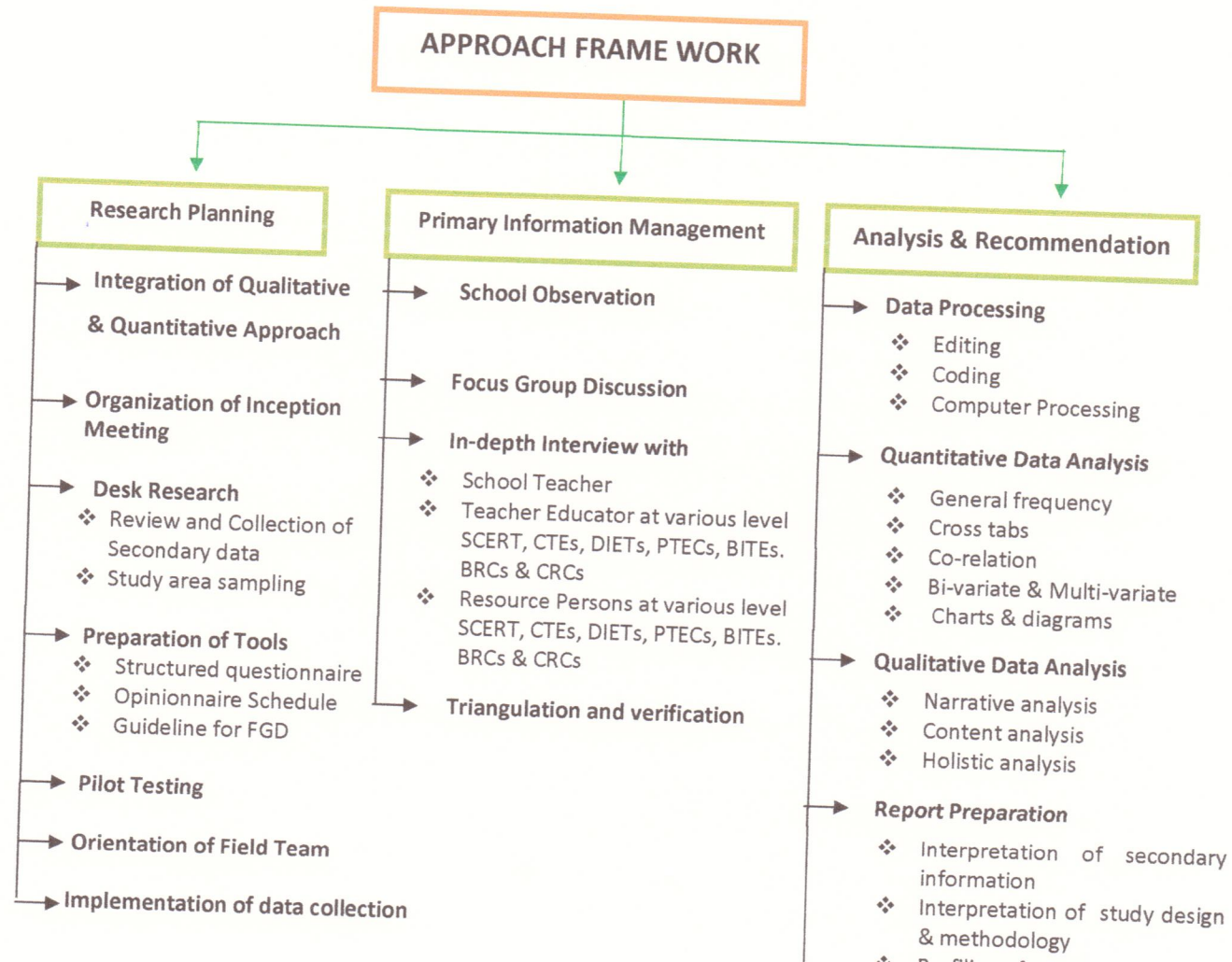
The following research questions were formulated to guide the study:

How does the infrastructural provision for ICT use vary from school to school in Bihar?

1. What is the competence level of teachers in use of ICT for teaching and learning process in elementary schools?
2. How teachers perceives regarding adaptation of ICTs use in teaching process and their level of competence in this regards?

5.0 Approach and Methodology

In order to study the teacher's need regarding implantation of **ICT programme at elementary school**; it is proposed to employ a triangulation of research methodologies to obtain both quantitative and qualitative information. The set of methodologies to be employed will provide a correct way for implementation, impact and need of the programme by the constructing measures



The detail methodology for undertaking the assignment will be consisted of:

Desk research

Various records available with BSEIDC/ SCERT/ CTEs/ DIETs/ PTECs/ BITEs/ BRCs/ CRCs will be examined to ascertain relevant information regarding implementation of the ICT project. Relevant data particularly related to relevance of software used, training component of computer instructors and other teachers will be obtained for the reference period of the study.

Secondary data and state level reports, which may have been done already, will be studied to understand the overall perspective. These along with the reports of other committees at the state level will be reviewed and used as inputs wherever possible. Any other independent studies available will also be studied.

Interviews with officers

Officers involved in implementation of ICT project at the State, District, Block, Cluster and schools levels will be interviewed to ascertain information regarding the relevance of software used, training component of computer instructors, lab facilities, competence of teachers in teaching school subjects using computer and supportive equipments, enrollment and attendance of students, achievement of students, etc.

Collection of primary data

Since the main purpose of the study is to get a feedback on teacher's need regarding implementation of ICT project, the Field investigators will visit the schools in different blocks of the sampled district and collect data directly from the targeted respondent for the study using semi-structured questionnaire/Opinionnaire (design in consultation with SCERT, Bihar).

Observation

Observation technique is an effective tool of capturing visual information on the condition, use and effects of various interventions under the ICT project. Both structured and unstructured observation will be conducted in a natural setting to the supplement the information provided by students, teachers and officials with the help of a

6.0 Sampling Plan and Sample Size

There are 38 districts in Bihar which are administratively clustered under nine divisions namely; Bhagalpur, Darbhanga, Kosi, Munger, Patna, Purnea, Magadh, Tirhut, and Saran. In order to select districts for the study one district has been selected randomly from each division.

In second stage, all the BRCs under sampled districts are listed. The numbers of BRCs are not the same in every district. There are districts having less than 10 BRCs and also there are districts with more than 20 BRCs. In order to give adequate representation, it has been decided that one BRC will be selected from the districts with ten or less BRCs. Two BRCs have been selected from the districts having 11 to 20 BRCs and 3 BRCs are selected from the districts with more than 20 BRCs. For the selection of the BRCs from every selected district, simple random sampling technique has been used.

Sl no.	Division	Sampled District	Sample Block
1	Bhagalpur	Bhagalpur	Goradih
			Kharik
2	Darbhanga	Darbhanga	Darbhanga Rural
			Guara
3	Kosi	Saharsa	Sattar Kataiya
4	Munger	Lakhisarai	Chanan
5	Patna	Kaimur	Nuwaw
			Rampur
6	Purnea	Purnea	Jalalgarh
			Baisi
7	Magadh	Arwal	Bansi Sonbhadra Surajpur
8	Tirhut	Muzzafarpur	Katra
			Gaighat
9	Saran	Gopalgunj	Phulwaria
			Vijaypur

In order to arrive at final sample size, cluster sampling technique will be used. The cluster for the present study is the BRC. All the BRCs under selected BRCs will be

2. 20 Teacher educators from 6 CTEs (College of Teacher Education)
3. 60 Teacher educators from 33 DIETs (District Institute of Educational Training)
4. 40 Teacher educators from 23 PTECs (Primary Teacher Education College)
5. 10 Teachers educators from 4 BITEs (Block Institute of Teacher Education)
6. 150 Teacher educators from BRCs
7. 200 Teacher educators from CRCs
8. 500 ODL Resource Persons from DIETs/PTECs/BITEs/BRCs/CRCs (Study Centres)

The proposed sample size for Sample 2 will be a total of 1,000 teacher educators and resource persons as per the above plan.

7.0 Tools for the Study

Teachers' Need Assessment Questionnaire (TNAQ)

- For achieving the Objective - 1 a questionnaire survey instrument for assessing the ICT need of teachers regarding continuous professional development named as "Teachers' Need Assessment Questionnaire (TNAQ)" is developed. This instrument will be administered to both Samples 1 and 2.

Teacher Educators' Need Assessment Opinionnaire (TNAO)

- For achieving the Objective - 2 an opinionnaire survey instrument named as "Teacher Educators' Need Assessment Opinionnaire (TNAO)" is developed. This instrument will be administered only to Sample 2.

8.0 Organisation of Fieldwork

We have a strong field presence and network of interviewers in Bihar. Local field staff will be recruited for smooth execution of the project and ensure good quality data. Interviewers with experience in conducting social research studies especially education research studies, at least Post Graduates, will be selected from the pool of interviewers.

Team composition plan for Sample 1

For collection of data from **9,066 Teachers** in 1800 schools covering 125 Clusters of 15 sampled blocks across 09 sampled districts i.e. Bhagalpur, Darbhanga, Saharsa, Lakhisarai, Kaimur, Purnea, Arwal, Muzzafarpur and Gopalgunj, all sampled districts have been divided into three Zones as per geographical condition. The data collection team will consist of total 61 field investigators and 09 Field Supervisors and 01 State Coordinator. Thus, the field investigators will be divided into nine groups for three zones. The field work is likely to be completed in 30 days. The detailed human deployment plan is mentioned in below grid.

Sl. no.	Sample District	Sample blocks	Nos. Of Filed Investigators	Nos. Of Filed Supervisors	State Coordinator
1	Bhagalpur	2	6	1	1
2	Purnea	2	6	1	
3	Lakhisarai	1	3	1	
4	Kaimur	1	3	1	
5	Arwal	2	6	1	
6	Darbhanga	2	6	1	
7	Saharsa	1	3	1	
8	Muzzafarpur	2	6	1	
9	Gopalgunj	2	6	1	
Grand Total		15	45	9	1
Total manpower			55		

Team composition plan for Sample 2

9.0 Project Execution and Quality Control

The field work is proposed to be carried out by a team of graduate/post graduate interviewers, specially trained for the purpose of the study. Training of the field team will be crucial for carrying out a study of such sensitive nature where quality of the fieldwork is of utmost importance. Both theoretical (regarding key concepts and techniques) and on-the field training will be imparted to the teams to cover issues like:

- Study objectives
- Target segment
- Orientation to questionnaires
- Desensitisation exercise, mock interviews and role plays
- Process to be adopted to approach the respondents
- Manner of canvassing questionnaires and possible ways to tackle sensitive / hostile attitude of the respondents.

Data collection

During the conduct of the field-work due care will be taken to adhere to the ethical standards. The respondents would be interviewed under the condition of assured anonymity, but would be provided full information of the purpose of the study. Further, to ensure quality, continuous monitoring of the field-work will be undertaken by the Field Supervisor and Research executive, under the direct supervision of research professionals. Interviewers will be accompanied by the supervisors to ensure quality of field-work. Scrutiny of the schedules will be done on daily basis on the field itself, to avoid discrepancies in the data collection and to ensure timely completion of field- work.

Quality Assurance before Data Collection

- ❖ The field team will be trained about the project objectives, collection of high quality data and good pre-testing practice guidelines. This will increase the final data collection quality.
- ❖ To ensure high standards of data collection, we will deploy one field supervisor for each sampled district to have a check on the field team.

- ❖ Completed questionnaires will be reviewed by field supervisor on daily basis to ensure that there is no error in terms of obtaining all information, information filled against right question, etc.

Quality Mechanism Control

- ❖ Quality Inspection will be done through Spot Check by one of our senior researcher during data collection.
- ❖ Field Supervisor will report on daily basis to the Consultant against the target planned vs target achieved to ensure project is completed in time-bound manner.
- ❖ We will ensure that the filled copies of questionnaire from field team will be collected and secured by supervisor for confidentiality on regular bases.
- ❖ Proper record maintenance of survey done at various levels and target achievement audit.
- ❖ 25% of all interviewed would be back checked.
- ❖ 10% interview would be accompanied.
- ❖ AMC will ensure to provide further information related to the target achieved and data process to the **Bihar State Educational Infrastructure Development Corporation Ltd. and SCERT.**

Digitisation and data entry

When data will be digitised, transcribed, entered in a database or spreadsheet, or coded, quality would be ensured by standardised and consistent procedures for data entry with clear instructions. This will include:

- ❖ Setting up validation rules or input masks in data entry software (SPSS)
- ❖ Designing a purpose-built database structure to organise data and data files
- ❖ Accompanying notes and documentation about the data

Data checking

Data checking is when data are edited, cleaned, verified, cross-checked and validated. Checking typically involves both automated and manual procedures:

- ❖ Double-checking coding of observations or responses and out-of-range values
- ❖ Checking data completeness

10.0 Data Analysis plan

Data will be scrutinised before entry at the Study Headquarters. Standard coding of the open-ended questions will be carried out under the supervision of the research professionals. The finding of the survey will be presented in the tabular and graphical form containing absolute as well as relative values. The values of explanatory variables will be presented against the background variable in the tables. The quantitative finding of the study will be elaborated with the qualitative findings. The data analysis plan will be simple so that it can be understood easily.

Appropriate statistical test will be employed to infer valid conclusions. The quantitative analysis of the data will be done with the help of window based SPSS package. Qualitative data will be analysed through content analysis. The level of competency of the teachers will be segregated in terms of different variations like gender (male & female), experience as teacher, and location (urban & rural) and will be analyzed by calculating the mean and Standard Deviation value of the contrasting variant groups and the significance of differences will be studied in terms of their t-values with necessary degree of freedom.

11.0 Report Writing

The findings of the study will be compiled into a report that incorporates the introductory material, literature review, and methodology section of this proposal. The study report will also elaborate upon the criteria developed for the content analyses. Additionally, the report will include a discussion of the findings, the potential implications for the archival profession, and any difficulties discovered during the research process. Where the team discusses findings derived from content analyses, exemplary comments offered by the participants will be provided to add greater depth. The report will include frequency distribution tables and histograms to illustrate the findings, as well as a copy of the survey data collection instruments.

The report would be contained the following chapters

Chapter 1: Introduction & Context of the Study

12.0 Time Frame

The study will be completed and a draft report submitted within two months (i.e. 60 days) after receiving approval for the study, as per the time schedule given below:

Activities	Time in Week*								
	1	2	3	4	5	6	7	8	
Preparatory Work	→								
Tool finalization and Pre-testing	→								
Orientation to Research personnel		→							
Field Work and Data collection			→						
Data Entry and Analysis					→				
Writing, Printing and submission of draft Report							→		
Submission of final Report								→	

13.0 Human Resource Structure

The grid below gives the details of the key research and field staff proposed for the proposed study:

Core Team Member

Name	Qualification	Position assigned	Task Assigned
Maj. Gen A M Chaturvedi (Retd.)	MCA(I), MBA, FIE, FIS,	Sr. Advisor	Overall research and field quality control,
Dr. Kalavati B K	M.A, M.Phil, PhD	Sr. Consultant	Preparation of