

**NOTICE FOR REQUEST FOR PROPOSAL**  
**FOR IMPLEMENTATION FOR DEVELOPMENT OF FOUNDATIONAL LITERACY & NUMERACY**  
**AND TLM IN SCHOOLS**  
**UNDER**  
**SAMAGRA SHIKSHA MEGHALAYA**  
**GOVT OF MEGHALAYA**

**TENDER REF NO – EDU/SEMAM-SHG/0429/2024 dated 15<sup>th</sup> February 2024**

**Important Dates and Information**

<b>Critical Dates</b>	<b>Date</b>	<b>Time (Hrs:Mins)</b>
Date Of Publication of Bid	15 <sup>th</sup> February 2024	10:30
Document Availability -On-line	15 <sup>th</sup> February 2024	
Last date of Submission of Pre Bid query	17 <sup>th</sup> February 2024	14:30
Bid Submission Start Date	19 <sup>th</sup> February 2024	10:00
Bid Submission End Date	29 <sup>th</sup> February 2024	16:00
Bid Opening Date	29 <sup>th</sup> February 2024	16:30
Place of Opening of Bids	Office of the State Project Director, Samagra Shiksha Meghalaya, Shillong-793003	
Address for Communication	Office of the State Project Director, Samagra Shiksha Meghalaya, Shillong-793003	
Bid Document availability on line:	<a href="mailto:rmsa.spomeg@yahoo.com">rmsa.spomeg@yahoo.com</a>	
Place for submission of Pre-bid Query	<a href="mailto:rmsa.spomeg@yahoo.com">rmsa.spomeg@yahoo.com</a>	

## **DISCLAIMER**

1. This Request for Proposal document (“RFP”) does not purport to contain all the information that each Bidder may require and accordingly is not intended to form the basis of any investment decision or any other decision to participate in the bidding process for the selection of the Successful Bidder for this Project.
2. While the RFP has been prepared in good faith, no representation or warranty, express or implied, is or will be made, and no responsibility or liability will be accepted by the Samagra Shiksha Abhiyan, Meghalaya, its employees or advisors or agents as to or in relation to the accuracy or completeness of the RFP or any other oral or written information made available to any Bidder or its advisors at any time and any liability thereof is hereby expressly disclaimed.
3. This RFP includes certain statements, estimates and projections with respect to the anticipated future performance of the Project. Such statements, estimates and projections reflect various assumptions concerning anticipated results, which assumptions may or may not prove to be correct. Neither the Samagra Shiksha, Meghalaya nor its employees or bidders make any representation or warranty with respect to the accuracy of such statements, estimates and projections and actual performance of neither the Project nor any opportunity, which may be materially different from that set forth in such statements, estimates and projections.
4. No extension of time will be granted under any circumstances to any Bidder for submission of its bid on the grounds that the Bidder did not obtain a complete set of the RFP.
5. The Samagra Shiksha, Meghalaya is not bound to accept any or all the Proposals. The Samagra Shiksha, Meghalaya reserves the right to reject any or all the Proposals without assigning any reasons. No Bidder shall have any cause for action or claim against the Samagra Shiksha, Meghalaya or its officers, employees, successors or assignees for rejection of his bid.
6. Failure to provide information that is essential to evaluate the Bidder’s qualifications or to provide timely clarification or substantiation of the information supplied, may result in disqualification of the Bidder.

## Section I -Instruction to Bidder

### **1. Background:**

#### **NIPUN BHARAT MISSION – FOUNDATIONAL LITERACY & NUMERACY:**

Foundational Literacy and Numeracy (FLN) are crucial components of a child's early education, forming the basis for future learning and cognitive development. In the context of India, efforts have been made to strengthen foundational skills in literacy and numeracy through various educational initiatives and policies.

The importance of foundational skills lies in their role as building blocks for higher-order cognitive abilities. A strong foundation in literacy and numeracy ensures that children acquire essential skills in reading, writing, and basic mathematics during the early years of their education. This, in turn, prepares them for more advanced learning in subsequent grades and contributes to overall academic success.

The Government of India has recognized the significance of Foundational Literacy and Numeracy and has implemented programs and policies to address this aspect of education. Some of the key objectives of such initiatives typically include:

- **Early Identification and Remediation:** Identify students who are lagging behind in foundational skills early in their academic journey and provide targeted interventions to bridge the gaps.
- **Teacher Training:** Equip teachers with the necessary skills and training to effectively teach foundational literacy and numeracy. This may include specialized training programs and resources to enhance teaching methodologies.
- **Curriculum Development:** Develop and implement a curriculum that focuses on building strong foundational skills, incorporating best practices in pedagogy, and using age-appropriate teaching materials.
- **Assessment and Monitoring:** Implement regular assessments to gauge students' progress in foundational literacy and numeracy. Monitoring and evaluation mechanisms help identify areas that require further attention and improvement.
- **Community Involvement:** Engage parents and communities in the educational process, emphasizing the importance of foundational skills and encouraging support for children's learning at home.
- **Technological Integration:** Explore the integration of technology in education to enhance foundational literacy and numeracy skills. This may include the use of educational apps, digital resources, and interactive learning tools.

It's important to note that the specific details of Foundational Literacy and Numeracy programs can vary across regions and educational jurisdictions within India. To get the most accurate and up-to-date information, one should refer to official government documents, educational policies, and announcements at the state or national level.

In pursuance of this goal, the **STATE PROJECT OFFICE, SAMAGRA, SEMAM**, invites proposals from interested parties to participate in the present project. Such interested parties (“Bidders”) are required to submit detailed proposals as per the tender document.

After the process of selection, as detailed in the tender document, the selected agency (“Successful Bidder”) will enter into an agreement (“Implementation Agreement”) with the **STATE PROJECT OFFICE, SAMAGRA, SEMAM**, Government of Meghalaya and perform its obligations as stipulated therein in respect of the project.

## **2. Scope of Work:**

The successful bidder is expected to setup FLN Labs which include –

- Conducting trainings for all teachers of the pre-primary section of the schools under the program
- Provide E-Content for the School Teacher to refer to Learning Materials
- Supply Teaching & Learning Materials for the schools under the program which will provide necessary skills to be imparted as per the program and as per Annexure I

## **3. Proposal Evaluation**

A three-stage procedure will be adopted in evaluating the proposal.

- In the first stage, eligibility of the bidder will be ascertained on the basis of document provided as per qualification criteria. Bidder must fulfill the eligibility criteria.
- In the second stage, a technical evaluation will be carried out prior to opening the financial proposal.
- Evaluators of Technical Proposal shall have no access to the Financial Proposals until the technical evaluation is concluded.
- Each responsive proposal will be given a technical score. A proposal shall be rejected at this stage if it does not respond to important aspects of the Terms of Reference.
- A Minimum of 70 marks will have to be obtained in technical score by bidder to qualify for the next stage of commercial bid opening and evaluation
- Quality-and Cost-Based Selection (QCBS) procedures will be followed in this RFP. Technical score will be given 80% weightage and financial score will be given 20% weightage
- Technical Bid Score: The Technical Bid Score ‘St’ of the Bidder shall be derived as under  
 $S_t = (S_{tm}/100)$ , where  
St is the Technical Bid Score  
 $S_{tm}$  = Total technical bid marks of the bid under consideration
- Financial Bid Score: The Financial Bids of the Bidder, who are technically qualified in Technical Evaluation phase, shall be opened. Formula to determine the scores of the bidders for the Financial Bids item wise shall be as follows

$$S_f = (F_L / F),$$

Where

S<sub>f</sub> is the Financial Score

$F_L$  is the value of lowest Commercial Bid  
F is the price quoted in the bid under consideration

- Combined Evaluation of Technical & Financial Bid:
  - i. The Total score of the Bidder item wise as per BOQ will be determined as under  
Total Score ( $T_s$ ) = (80% x  $S_t$ ) + (20% x  $S_f$ )
  - ii. The Bid of the Bidder, who obtains the highest  $T_s$  value will be rated as the best Bid. In the event of a tie, the bid with the highest technical score ( $S_t$ ) will be rated as the best bid. Beyond that, Authority will decide the matter in its full discretion.
  - iii. The Authority will award the Contract to the successful Bidder item wise mentioned in the BOQ whose bid has been determined to be substantially responsive and has been determined as the best bid, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily. The Authority shall however not bind itself to accept the best bid or any bid and reserves the right to accept any bid, wholly or in part.

#### **4. Eligibility criteria for bidders**

To be considered eligible for participating in the bid process, the Bidder must meet the following minimum requirements:

- a. Copies of up-to-date Schedule Tribe / Caste certificate / PAN Card/ GST registration / Income tax acknowledgement / Professional Tax and up to date Trading license from the district council (KHADC/JHADC/GHADC) of Meghalaya to be furnished.
- b. The bidder must be a legal entity in form of a Company/Proprietorship firm/Partnership firm/Trust or PSU (registered/incorporated) in India.
- c. Average Annual turnover of the bidder in preceding three years (i.e. 2020-21, 2021-22 & 2022-23) as per the audited financial account must not be less than Rs.10.00 Cr. Bidder Should Submit a certificate issued by Chartered Accountant with valid UDIN
- d. Bidder should have Experience in supply of pre-school kits/learning materials to pre-primary schools/Anganwadi center run by state/ central government in the last 3 years 2020-21, 2021-22 & 2022-23.
- e. Bidder should have experience of training of school teachers.
- f. Bidder should have experience of establishing Technology related labs in schools.
- g. Bidder should not be violated/Blacklisted by any Government organization and should submit an affidavit on stamp paper worth Rs.100/- (Rs. One hundred) along with technical bid.
- h. The bidder should have positive Net Worth of Rs.2.00 Cr as on 31 March 2023.
- i. Samples as per Annexure I
- j. Consortium is Allowed and maximum parties in the consortium allowed will be two. The lead bidder should qualify point a to point d. Whereas for point e to point i, either of the parties documents will be considered for eligibility

## 5. Technical Evaluation

The bidders will be technically evaluated based on the following parameters –

S.No.	Evaluation Criteria	Maximum Marks
1.	The bidder should have prior experience is supply of pre-primary kits in pre-primary schools/Anganwadi centre run by state/ central government in the last 3 years (i.e. 2020-21, 2021-22 & 2022-23) a) less than 2000 schools/centres = 5 marks b) greater than 2000 schools/centres = 10 marks	10 marks
2.	The Bidder should have prior experience in setting up technology related labs in government run schools a) Less than 100 schools – 0 marks b) 101 to 200 Schools – 5 marks c) 201 to 300 Schools – 10 marks d) Greater than 300 schools – 15 marks	15 marks
3.	The Bidder should have experience in conducting centralized teachers training programs of minimum 100 teachers– a) 0 to 100 teachers trained – 0 marks b) 100 to 200 teachers – 5 marks c) 200 to 300 teachers – 10 marks d) Greater than 300 teachers – 15 marks	15 marks
4.	Evaluation by committee of the samples submitted by the bidders as per the details in Annexure II and the corresponding curriculum for schools to implement	30 marks
5.	Proposed project implementation plan by the bidder – a. Proposed strategy for teachers training b. Proposed strategy for school level implementation and support c. Proposed strategy for supervision and monitoring	30 marks
	Total	100 marks

Note – Documents for any of the parties of consortium shall be considered for the purpose of calculation of technical score.

## 6. Schedule of delivery:

The project timelines are defined as per the below –

- Training of School teachers – within 180 days from the date of award of contract
- Supply of TLM for schools – within 60 days from the date of award of contract
- E-Content for Teachers - within 180 days from the date of award of contract

## 7. **Documentations:**

- i. To enable the bidder to prepare a proposal, please find and use the attached Documents listed in subsequent sections.
- ii. The proposal submitted by the Bidder must be in English language.
- iii. At any time before the submission of proposals, the Samagra Shiksha, Meghalaya may, for any reason, at its own initiative, modify the documents by amendment. The amendment will be notified in writing and upload in the portal. The Samagra Shiksha Abhiyan, Meghalaya may at its discretion extend the deadline for the submission of proposals.

The State Project Director, Samagra, SEMAM reserves the right to annul the entire or part of the bidding process or to reject any or all proposals if:

- i. at any time during the bidding process, any material misrepresentation is made or discovered.
- ii. the bidder does not respond to queries or requests for clarifications or requests for additional information; or
- iii. the bidder or their representatives or any person on their behalf attempts to influence the process of tender in any manner whatsoever.

## 8. **Submission of Eligibility Documents, Sample and Financial Proposal**

### 7.1 **Document for Eligibility:**

- a. **Self-Attested Copies** of up-to-date Schedule Tribe / Caste certificate / PAN Card/ GST registration / Income tax acknowledgement / Professional Tax and up to date Trading license from the district council (KHADC/JHADC/GHADC) of Meghalaya
- b. Company Incorporation Certificate/Partnership deed/Trade License as the case may be
- c. Average Annual turnover of the bidder in preceding three years (i.e. 2020-21, 2021-22 & 2022-23) as per the audited financial account must not be less than Rs.10.00 Cr. **Average Annual Turnover certificate issued by Chartered Accountant with valid UDIN**
- d. **Copies of work order/experience certificate** for supply of pre-school kits/learning materials to pre-primary schools/Anganwadi centre run by state/central government.
- e. **Training completion certificate** for training of school teachers
- f. **Copies of work order** for experience of establishing Technology related labs in schools.
- g. **Notarised Rs 100 Stamp paper affidavit** for non- black listing certificate



- h. CA Certificate with valid UDIN** for positive Net Worth of Rs.2.00 Cr as on 31 March 2023.
- i. Consortium agreement** with details of lead bidder and supporting bidder

### **7.2 Sample Submission for evaluation by the committee:**

The sample of all the items (list-wise) should be submitted by the bidder which will be evaluated by the committee basis which the eligible bidder shall qualify for the financial bid.

### **7.3 Financial Proposal:**

- a. In preparing the Financial Proposal, bidders are expected to consider the requirements and conditions outlined in the RFP document. The Financial Proposal should follow uploaded in the portal. The Financial Proposal should clearly include, the GST, insurances, duties, fees, levies, and other charges imposed under the applicable law.
- b. All payments will be paid in Indian National Rupee (INR) and the Samagra Shiksha, Meghalaya will make payment after deducting taxes as applicable as per law in India.
- c. Conditional offer or the proposal does not upload as properly shall be considered non-responsive and is liable to be rejected.
- d. The unreasonableness of an evaluated bid price could be described as unreasonably high or unreasonably low. If the price reasonableness analysis proves that the price of the lowest evaluated bid is unreasonable, the bid is rejected.

## **9. Tender Fees and Earnest Money Deposit:**

RFP are to be uploaded on the prescribed tender form along with.

- i. Bid security or Earnest Money Deposit (EMD) for an amount of Rs. 25,00,000/- (Rupees Twenty-Five Lakhs only) valid for a period of 90 days from the date of submission, in the form of Demand Draft in favour of “THE STATE PROJECT DIRECTOR, SEMAM, MEGHALAYA” payable at Shillong.**
- ii. The tender document should be collected from the SEMAM office at least 3 days before the last date of submission of bid document, on payment of Tender fee of Rs. 10,000 (Rupees Ten Thousand Only) vide demand draft in favour of “THE STATE PROJECT DIRECTOR, SEMAM, MEGHALAYA” payable at Shillong**
- iii. There is no exemption for EMD and Tender Fees for any category of bidders.**

## **10. Validity For Bids:**

Bids shall remain valid for 120 days from the date of opening of financial bid.

**11. Clarification of Bids:**

- i. During the final Bid evaluation, the Purchaser may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the price or substance of the bid shall be sought, offered, or permitted.

**12. Validity of the contract**

- i. The Contract shall be normally valid for a period of 24 months from the date of acceptance of the Work Order, as evidenced by the submission of the Performance Security and the Service Level Agreement or up to the date of expiry of the notice period, in the instance of a termination notice issued by the State.
- ii. The rates quoted by the bidder will be valid for a period of contract.

**13. Amendments to the RFP**

- i. At any time prior to the deadline for submission of bids the Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by prospective Bidder, modify the Bidding Documents by amendment. If any modification is given effect the same shall be placed through a corrigendum. All amendment in the bidding document will be uploaded in the corrigendum and will be binding upon the prospective bidder. All the prospective bidders are requested to keep themselves informed regularly regarding the amendment if any, in the website.
- ii. Any amendment in the bidding document, the same will be uploaded in the website and will be binding of the prospective bidder.
- iii. In order to allow prospective Bidders reasonable time in which to take the amendment in to accounting preparing their bids, the Purchaser may, at its discretion, extend the deadline for the submission of Bids.
- iv. Bidder can modify their bid prior to deadline of submission of bid. Bid cannot be modified after the deadline of submission of bid.

**14. Purchaser's right to accept any bid and to reject any or all bids**

The Purchaser reserves the right to accept or reject any bid or to annul the bidding process and reject all bids (whether first or second stage) at any time prior to Contract award, without there by incurring any liability to the Bidders. No bidder shall have any cause of action or claim against Samagra Shiksha Abhiyan or its officers, employees, successors or assignees for rejection of their BOQ.

**15. Purchaser's Right to Vary Quantities at Time of Award:**

The Purchaser reserves the right at the time of Contract award to increase or decrease, any of the following:

## **16. Performance Security**

Within 7 (seven) days of the receipt notification of award from the Purchaser, the successful bidder shall have to deposit of 5% value of the total contract as performance security deposit valid for a period of 60 days beyond the date of completion of contractual obligation of the bidder including warranty obligations, maintenance and defect liability period whichever is the latest. The performance Security shall be invoked by Purchaser, in the event of:-

- i. If the successful bidder fails to comply with the requirement bid Clause shall institute grounds for the annulment of the award and forfeiture of the performance security, in which event the Purchaser may make the award to the next lowest evaluated bidder or call for new bids.
- ii. If the successful bidder fails to perform the responsibilities and obligations as set-out in the bid to the complete satisfaction of Purchaser,
- iii. If the successful bidder misrepresents facts/information submitted to Purchaser at any stage of bidding process.

## **17. Award of Contract**

The Contract will be awarded within 15 days after successful negotiations with the Bidder and the Bidder is expected to commence the assignment within 15 days of signing of the Contract.

## **18. Payment**

### **18.1 Contract Price:**

- i. Contract Price shall mean the price arrived at the successful completion of the bid with the successful bidder(s) and/or any enhancements or reductions subsequently appended to the Contract. The Contract Price shall be a firm lump-sum not subject to any alteration.
- ii. The Supplier shall be deemed to have satisfied itself as to the correctness and sufficiency of the Contract Price, which shall, except as otherwise provided for in the Contract, cover all its obligations under the Contract.

### **18.2 Terms of Payment:**

- i. The Supplier's request for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, Delivered, Installed Report.
- ii. All payments shall be made in Indian Rupees.
- iii. Payment shall be released as per report of supply installation of the activity.
- iv. The Goods delivered, and the Services performed with delivery challans duly acknowledge by the concerned Schools.

### **18.3 Taxes & Duties**

- i. Prices are Inclusive all Taxes and Levies
- ii. All payments will be subject to tax deduction at source as applicable at the prevailing tax rates and procurement rules. The decision of Purchaser in this regard will be final and binding and no disputes in this regard will be entertained.

### **18.4 Securities**

- i. The Supplier shall provide the securities specified below in favor of the Purchaser at the times and in the amount, manner, and form specified below.
- ii. The Supplier shall submit Performance Security as per the LOA/LOI within the specific period of time as specified in the LOA/LOI
- iii. The security shall automatically become null and void once all the obligations of the Supplier under the Contract have been fulfilled, including, but not limited to, any obligations during the Warranty Period and any extensions to the period. The security shall be returned to the Supplier after its expiration.

### **19. Clarification of Bids:**

- i. During the final Bid evaluation, the Purchaser may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the price or substance of the bid shall be sought, offered, or permitted.

### **20. Penalties**

The Contractor shall be liable to be penalized for deficiency of services as defined in the Work Order. The following failures/deficiencies in service will invite penalties as prescribed below:

#### **20. Arbitration and Exit Options**

- i. The State reserves the right to exit the agreement, giving the Contractor a three months' notice for any reasons, whatsoever. However, the State shall bring on record the reasonableness and inevitability of the situation leading to the decision to cancel the Contract. Dues if any at the time of closure of the agreement will be decided on a pro-rata basis.
- ii. The Contractor or any member of the Consortium servicing the Contract, is not permitted to exit the Contract individually or collectively under normal circumstances. If any member or members of the Consortium exit(s) the Contract, adversely affecting or threatening to affect the continuation of the project in any manner whatsoever, the act shall be considered a breach of contract and the State shall proceed to cancel the contract and take appropriate measures to implement the project through alternate means, which can include inviting the next lowest bidder or call for fresh bids to undertake the remaining part of the project.

- iii. Any costs accruing due to this cancellation shall be borne by the Contractor. The Contractor would also be liable for penalties including the cost of establishing an alternate mechanism to implement the project and the cost of running the project in the interim.
- iv. Contractors whose contracts have been cancelled for any reasons whatsoever, will not be eligible for participation in future bids under the ICT scheme. The disqualification will be equally applicable to all members, in the case of a consortium.
- v. The Contractor will ensure the status of the system and its smooth transfer to any other contractor identified by the State. This condition will be binding and the State will be free to apply penalties as deemed fit in case of any violation.
- vi. The authority for redressal of any grievances will be State Project Director, SEMAM, Meghalaya
- vii. The place of Jurisdiction in any case shall be a court of law situated in Shillong only.

## **21. Bribe**

The Contractor shall not under any circumstances offer or give or agree to give to any person connected to the Contract any gift or consideration of any kind and any inducement for reward for doing or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of this or any other agreement or for showing or forbearing to show any favour or disfavor to any person in relation to this or any other agreement. Any breach of this condition by the Contractor or by any one employed by him / her or acting on his/her behalf whether with or without his/her knowledge shall entitle the State to forfeit the Contractor's security deposit, terminate the agreement forthwith and to deduct from the Contractor's bill the amount of any loss or damage resulting from the cancellation thereof without prejudice to any other rights available under the terms of the agreement or under law.

## **22. Force Majeure**

“Force Majeure” shall mean any event beyond the reasonable control of the Purchaser or of the Supplier, as the case may be, and which is unavoidable notwithstanding the reasonable care of the party affected and shall include, without limitation, the following:

- i. War, hostilities, or war like operations (whether a state of war be declared or not), invasion, act of foreign enemy, and civil war;
- ii. Rebellion, revolution, insurrection, mutiny, usurpation of civil or military government, conspiracy, riot, civil commotion, and terrorist acts;
- iii. Confiscation, nationalization, mobilization, commandeering or requisition by or under the order of any government or de jure or de facto authority or ruler, or any other act or failure to act of any local state or national government authority;

- iv. Strike, sabotage, lockout, embargo, import restriction, port congestion, lack of usual means of public transportation and communication, industrial dispute, shipwreck, shortage or restriction of power supply, epidemics, quarantine, and plague;
- v. Earthquake, landslide, volcanic activity, fire, flood or inundation, tidal wave, typhoon or cyclone, hurricane, storm, lightning, or other inclement weather condition, nuclear and pressure waves, or other natural or physical disaster

**23. Inspections and Tests**

- i. The successful bidder during supply will inform the State Project Office, about Lot Number and Batch Number of the items delivered to the schools.
- ii. The Purchaser or its representative shall have the right to inspect the materials to ascertain whether the technical specifications are adhered to by the bidder.
- iii. If any inspected or tested Goods fail to conform to the specifications, the Purchaser may reject the goods and the bidder shall replace the rejected Goods.
- iv. On successful completion of inspection, a certificate will be signed by the representative of the purchaser and the supplier to the extent of such inspection and test.
- v. Receipt of deliverable etc. and after the purchaser is satisfied with the working of the system, the acceptance certificate signed by the bidder and the representative of the purchaser or school's authority will be issued. The date on which such certificate shall be deemed to be the date of successful commissioning of the goods.

**24. Warranty Services**

The Lab equipment supplied must be guaranteed by the vendor or OEM Company as per technical compliance clause, wherever applicable as first party guarantee for proper operations, performance and correction of any malfunction. The warranty period will commence from the date of supplied of the equipment to the end-user.

The warranty must include, if not mentioned here in otherwise, but not limited to the following:

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- i. Free-of-cost all services required during the entire warranty period that should result in complete restoration of the equipment to its fully functional status.
- ii. Provide for free-of cost replacement of defective components/parts of the equipment within 1 year warranty period.
- iii. Provide for services of repair & maintenance for the warranty period.
- iv. Provide for repetitive replacement of defective parts subject to reduction of the warranty period of the concerned new part/component to the extent of the warranty life consumed by the old replaced part, counted from the date of start of warranty period.

## ANNEXURE I – Basic Concepts around which TLMs should be designed

Developmental Skill-based Learning Outcomes	Age group: 3-4 years Pre-school 1/ Nursery	Age group: 4-5 years Pre-school 2/ LKG	Age group: 5-6 years Pre-school 3/ UKG
Number of play-way based TLMs to be provided --->	Min. 6 TLMs	Min. 6 TLMs	Min. 6 TLMs
<b>Language and Literacy</b>	<ul style="list-style-type: none"> <li>• Concept of me, myself, and my surroundings/family/friends.</li> <li>• Listening with comprehension.</li> <li>• Creative self-expression.</li> <li>• Conversation.</li> <li>• Vocabulary development.</li> <li>• Print awareness and meaning-making.</li> <li>• Sound symbol association.</li> <li>• Phonological awareness.</li> <li>• Writing by drawing lines and scribbles.</li> <li>• Using vocabulary to express through poems, riddles, jokes, and stories.</li> </ul>	<ul style="list-style-type: none"> <li>• Exploration of self, personal environment, family, and friends.</li> <li>• Introduction to all letters in both the first and second languages.</li> <li>• Building vocabulary and utilizing it to express ideas through poems, riddles, jokes, and stories.</li> <li>• Identifying and tracing letters, including writing their own names.</li> <li>• Learning the phonic sounds associated with all letters.</li> <li>• Identifying objects by names and their initial sounds.</li> <li>• Introduction to rhyming sounds through phonics (e.g., -at, -an, -et, -it, -ug, -ot, etc.) in the second language (English).</li> <li>• Learning to identify and write CVC words in the second language (English).</li> </ul>	<ul style="list-style-type: none"> <li>• Express Personal Experiences: Articulate personal experiences proficiently in both the first and second languages.</li> <li>• Read Larger Sentences with Comprehension.</li> <li>• Vocabulary Building.</li> <li>• Communication in Sentences: Communicate effectively in both languages using complete sentences.</li> <li>• Spell and Write 3-Letter Words (English)</li> <li>• Introduction to 4-Letter Rhyming Words</li> <li>• Introduction of Articles– 'a', 'an', 'the'</li> <li>• Introduction of 'in', 'on', 'under'</li> <li>• Introduction of Opposites</li> <li>• Reading Simple Sentences</li> <li>• Simple Questions &amp; Answers</li> </ul>
<b>Numeracy</b>	<ul style="list-style-type: none"> <li>• 2D Shapes.</li> <li>• Colors.</li> <li>• Start to learn numerals - finger counting till 5</li> <li>• Grouping, sorting based on appearance.</li> </ul>	<ul style="list-style-type: none"> <li>• Introduction to Pre-Math Concepts: Explore opposites such as Big &amp; Small, Heavy &amp; Light, etc.</li> <li>• Emphasis on Counting: Focus on counting up to 50.</li> <li>• Numerical Skills: Practice tracing and writing numerals up to 50.</li> <li>• Understanding Sequencing: Develop an understanding of numerical sequencing.</li> <li>• Number Names: Learn the spellings of number names from 1 to 10.</li> <li>• Concept of money.</li> <li>• Spatial Reasoning: shapes, size, position, directions, etc.</li> <li>• Pattern Recognition</li> </ul>	<ul style="list-style-type: none"> <li>• Count &amp; Write up to 50 with Number Names</li> <li>• Count up to 200</li> <li>• Sequencing</li> <li>• Concept of Lesser &amp; Greater</li> <li>• Concept of Before &amp; After</li> <li>• Ascending Order, Descending Order</li> <li>• Group Counting</li> <li>• Skip Counting</li> <li>• Picture Addition &amp; Subtraction</li> <li>• Number Addition &amp; Subtraction</li> </ul>
<b>Other important developmental skills</b>	<ul style="list-style-type: none"> <li>• Cognitive skills - Identify and name common objects, sounds, sorting, matching activities.</li> <li>• First order Associativity.</li> <li>• Logic building</li> <li>• Social skills - Empathy, learn to behave in a group.</li> <li>• Emotional skills - Self-awareness, identifies emotions.</li> <li>• Fine motor skills - Simple eye-hand coordination activities.</li> <li>• Creative activities</li> <li>• Sensorial skills.</li> </ul>	<ul style="list-style-type: none"> <li>• Problem Solving and Reasoning</li> <li>• Sequence and Order</li> <li>• Sort, Classify, and Arrange: Develop the ability to categorize based on similarities and differences.</li> <li>• Higher Order Associativity</li> <li>• Emotional Skills: Enhance self-awareness, empathy, and expression of emotions.</li> <li>• Social Skills: Develop appropriate behavior in group settings, including patience, turn-taking, and cooperation.</li> <li>• Sensorial Skills</li> <li>• Fine Motor Skills: Engage in complex eye-hand coordination activities for refined motor skills.</li> <li>• Gross Motor Skills</li> <li>• Creativity and Imagination</li> </ul>	<ul style="list-style-type: none"> <li>• Engage in problem-solving and logical reasoning.</li> <li>• Develop higher-order associativity</li> <li>• Nurture emotional skills such as empathy, self-responsibility, and decision-making.</li> <li>• Build social skills including turn-taking, cooperation, and task focus, suggest solutions to group problems.</li> <li>• Enhance sensorial skills</li> <li>• Refine fine motor skills through precise and controlled eye-hand coordination activities.</li> <li>• Promote gross motor skills.</li> <li>• Foster creativity and imagination.</li> </ul>
<b>Cognitive, Spatial, Logic and Reasoning</b>			
<b>Physical, Sensorial and Motor development</b>			
<b>Social and Emotional Development</b>			
<b>Creativity and Imagination</b>			

Developmental Skill-based Learning Outcomes	Age group: 6-7 years Class 1	Age group: 7-8 years Class 2	Age group: 8-9 years Class 3
Number of play-way based TLMs to be provided ---->	Min. 5 TLMs	Min. 5 TLMs	Min. 5 TLMs
Language and Literacy	<ul style="list-style-type: none"> <li>Utilize your own language to create or respond to questions.</li> <li>Enhance reading comprehension.</li> <li>Build vocabulary.</li> <li>Discuss various themes and concepts.</li> <li>Spell words with 4-5 letters.</li> <li>Prepositions.</li> </ul>	<ul style="list-style-type: none"> <li>Utilize your own language to formulate and answer questions.</li> <li>Enhance reading comprehension.</li> <li>Build vocabulary.</li> <li>Practice prepositions</li> <li>Tell jokes and riddles.</li> <li>Enact stories.</li> <li>Apply English grammar rules such as using collective nouns, plurals, and verbs.</li> </ul>	<ul style="list-style-type: none"> <li>Nouns: Singular and Plural Forms</li> <li>Antonyms</li> <li>Synonyms</li> <li>Simple Present Tense</li> <li>Adjectives</li> <li>Adverbs</li> <li>Can/Cannot</li> <li>Degree of Comparison, etc.</li> </ul>
Numeracy	<ul style="list-style-type: none"> <li>Spatial reasoning - Size, position, directions, etc</li> <li>Addition</li> <li>Subtraction</li> <li>Time</li> <li>Measurement</li> <li>Data handling</li> <li>Patterns</li> <li>Money</li> </ul>	<ul style="list-style-type: none"> <li>3-D and 2-D Shapes</li> <li>Shapes &amp; Spatial Understanding</li> <li>Number place values</li> <li>Addition, subtraction word problems</li> <li>Time</li> <li>Measurement</li> <li>Data handling</li> <li>Patterns</li> <li>Money</li> <li>Preparation for Multiplication &amp; Division</li> </ul>	<ul style="list-style-type: none"> <li>Understands Numbers up to 1000</li> <li>Addition and Subtraction of 2/3 Digit Numbers</li> <li>Understanding the Unit of Length</li> <li>Find Distance Between Two Points</li> <li>Understanding of Straight and Curved Lines</li> <li>Understanding of Weight and Volume</li> <li>Understanding of Multiplication (as Repeated Addition)</li> <li>Meaning of Division in the Context of Equal Grouping and Sharing</li> <li>Smart Charts</li> <li>Money</li> </ul>
Other important developmental skills  Cognitive, Spatial, Logic and Reasoning  Physical, Sensorial and Motor development  Social and Emotional Development  Creativity and Imagination	<ul style="list-style-type: none"> <li>Enhance problem-solving and reasoning abilities.</li> <li>Tackle complex puzzles.</li> <li>Extend attention span.</li> <li>Foster social and emotional skills by expressing personal choices and preferences, take initiative in framing game rules, promote social cooperation.</li> <li>Refine sensorial skills.</li> <li>Develop both gross and fine motor skills.</li> <li>Stimulate creativity and imagination.</li> </ul>	<ul style="list-style-type: none"> <li>Enhance problem-solving and reasoning abilities.</li> <li>Tackle complex puzzles.</li> <li>Extend attention span.</li> <li>Foster social and emotional skills.</li> <li>Refine sensorial skills.</li> <li>Develop both gross and fine motor skills.</li> <li>Stimulate creativity and imagination.</li> </ul>	<ul style="list-style-type: none"> <li>Enhance problem-solving and reasoning abilities.</li> <li>Tackle complex puzzles.</li> <li>Extend attention span.</li> <li>Foster social and emotional skills.</li> <li>Refine sensorial skills.</li> <li>Develop both gross and fine motor skills.</li> <li>Stimulate creativity and imagination.</li> </ul>



**PART I: QUALIFICATION PROPOSAL FORMAT**

**Annexure-III**

**1. Letter of Intent and submission of proposal**

The application form is required to be submitted on the company’s letter head. The format of application form is as follows

**(On Applicant Company’s Letterhead)**

**<reference no. ...., date .....>**

**To,**

**The State Project Director,  
SAMAGRA, SEMAM,  
Meghalaya, Shillong**

**Subject:** Technical & Financial Proposal for supply of IMPLEMENTATION OF FOUNDATIONAL LITERACY & NUMERACY PROGRAM

Dear Sir/ Madam,

This has reference to the advertisement published in  $\diamond$  pertaining to the above mentioned subject. We are interested in submitting our Bid Document for the same. We are enclosing demand draft no.<\_\_\_\_\_> dated <\_\_\_\_\_> drawn on <**Name of Bank**> for Rs..... (in words.....) drawn in favor of **The State Project Director, SEMAM** payable at “Shillong” as BID DOCUMENT Security for participating in this BID DOCUMENT. We would like to clearly state that we qualify for this work as our company meets all the pre-qualifying criteria indicated by you in the document. We understand that if the details given in support of claims made by us are found to be untenable or unverifiable or both our bid will be rejected without any reference to us. We further clearly understand that **The State Project Director, SEMAM**, Meghalaya is not obliged to inform us of the reasons of rejection of our bid.

Yours sincerely

**<Signature><Name, designation, contact address and telephone number of the authorized signatory>**

**PART II: FINANCIAL PROPOSAL FORMAT**

**Annexure -IV**

**1. Financial Proposal**

Financial Proposal is invited from the bidders as per the format below

<b>S. No.</b>	<b>Description</b>	<b>Qty</b>	<b>Unit Price including Taxes, Freight &amp; Installation</b>	<b>Total Price including Taxes, Freight &amp; Installation</b>
<b>A</b>	Cost for Teachers Trainings	2270		
<b>B</b>	Cost for TLM for Schools as per Annexure II	2270		