

RFP DOCUMENT

RFP for Selection of Agency for Development of e-Content for Standard 1 to 4 for Samagra Shiksha (SS) on behalf of Gujarat Institute of Educational Technology (GIET), Ahmedabad.

RFP.NO. GIL\SSA\ e-Content 1 to 4\2019-20

DATE: 27.01.2020

Client: Samagra Shiksha (SS) on behalf of Gujarat Institute of Educational Technology (GIET).

Name of Work: Selection of Agency for Development of e-Content for Standard 1 to 4 for Samagra Shiksha (SS) on behalf of Gujarat Institute of Educational Technology (GIET).

Last date of submission of the pre-bid queries : 07.02.2020 up to 1500 hrs.

Date of Pre-bid meeting : 07.02.2020 at 1500 hrs.

Last Date & Time of Bid Submission on <https://gil.nrocure.com> : 20.02.2020 up to 1500 hrs.

(Note: the bidder shall submit the EMD & Bid processing fees in physical at GIL along with Original Affidavit at attached in section 6)

Un-priced Bid Opening:

Date & Time: 20.02.2020 at 1600 hrs.

Venue: Gujarat Informatics Limited
Block No. 2, 2nd Floor, C & D Wing,
Karmayogy Bhavan, Sector - 10 A,
Gandhinagar – 382010, Gujarat.

Communication Address:

Gujarat Informatics Limited
Block No. 2, 2nd Floor, C & D Wing,
Karmayogy Bhavan, Sector - 10 A,
Gandhinagar – 382010, Gujarat.
Phone No.: 079 - 23256022,
Fax No.: 079 - 23238925
Website: www.gil.gujarat.gov.in
Email id: nitintatu@gujarat.gov.in,
hirenp@gujarat.gov.in

Gujarat Informatics Limited (hereinafter referred to as “GIL”) invites offer through E-tendering for Selection of Agency for Development of e-Content for Standard 1 to 4 for Samagra Shiksha (SS) on behalf of Gujarat Institute of Educational Technology (GIET), Ahmedabad.

The work is to be completed on turnkey basis. Bidder will have to Develop, Install, Commission and maintain the same during warranty period, as per terms and conditions of the contract as per uploaded specifications electronically.

Unit cost is required to be offered for all the items and services as requested. SSA/GIET does not guarantee any fixed quantity at the time of signing the contract agreement. Proposals are hereby called from the Bidders having capability for Development of eContent Samagra Shiksha (SS) on behalf of Gujarat Institute of Educational Technology (GIET), Ahmedabad.

Bidders who wish to participate in this bid will have to register on <https://gil.nprocure.com>. Further bidders who wish to participate in online bids will have to procure Digital Certificate as per Information Technology Act 2000 using which they can sign their electronic bids. Bidders can procure the same from (n) code solutions – a division of GNFC Ltd., or any other agency licensed by Controller of Certifying Authority, Govt. of India. Bidders who already have a valid Digital Certificate need not procure a new Digital Certificate.

Proposal in the form of BID are requested for the item(s) in complete accordance with the documents to be uploaded as per following guidelines.

1. Bidder shall submit their bids on <https://www.gil.nprocure.com>.
2. Submit Bid Security/EMD and non-refundable bid processing fees along with Original Affidavit at attached in section 6 in a separate sealed envelope super scribed with the bid document number to GIL office on or before due date.
3. Bids complete in all respects should be uploaded on or before the BID DUE DATE.
4. Services offered should be strictly as per requirements mentioned in this Bid document. Please spell out any unavoidable deviations, Clause/Article-wise in your bid under the heading Deviations.
5. After due date, the bidder will not be able to make any subsequent price changes, whether resulting or arising out of any technical/commercial clarifications sought regarding the bid, even if any deviation or exclusion may be specifically stated in the bid. However, GOG reserves the right to seek revised financial offer.
6. Bidder shall quote the prices of services as mentioned valid for 180 days.
7. In addition to this RFP, the following sections uploaded are part of Bid Documents.

Section: 1	Eligibility Criteria
Section: 2	Scope of Work
Section: 3	Instructions to Bidders
Section: 4	Format of Forms
Section: 5	Financial Bid Format
Section: 6	EMD, Performance Bank Guarantee, Contract Form & Affidavit

Important Dates & Details:

1	RFP Reference Number	GIL\SSA-eContent 1 to 4\2019-20
2	Last Date & Time for Submission of Bids electronically on https://gil.nprocure.com	20.02.2020 up to 1500 Hrs.
3	Date of Pre-bid meeting	07.02.2020 at 1500 Hrs.
4	Date & Time of Opening of Bids (Un-priced Bids)	20.02.2020 at 1600 Hrs.
5	Date & Time of Opening of Commercial Stage	Will be intimated to the qualified bidders at a later date.
6	Venue of Opening of Bids	Gujarat Informatics Limited Block No. 2, 2 nd Floor, Karmayogi Bhavan, Sector-10, Gandhinagar – 382010.
7	Bid Processing Fees (Non-refundable)	Rs. 17,700/- (Rupees Seventeen Thousand Seven Hundred Only)
8	Earnest Money Deposit (E.M.D.) (Refundable)	Rs. 10,00,000/- (Rupees Ten Lac Only)
9	GIL Contact Person & Contact no.	DGM (App.), GIL, 079-23255950

Note: Please specify RFP Number in all your correspondence.

Section - 1

Eligibility Criteria

The bidder must possess the requisite experience, strength and capabilities in providing services necessary to meet the requirements as described in the RFP document. Keeping in view the complexity and volume of the work involved, following criteria are prescribed as the eligibility criteria for the bidder interested in undertaking the project. The bidder must also possess technical know-how and financial wherewithal that would be required for successfully Development of e-Content for Standard 1 to 4 for Samagra Shiksha (SS) on behalf of Gujarat Institute of Educational Technology (GIET), Ahmedabad and maintenance of the same for the entire period of the contract. The Bids must be complete in all respect and should cover entire scope of work as stipulated in the bid document. This invitation to bid is open to all bidders who qualify the eligibility criteria as given below:

Sr. No.	Eligibility Criteria	Attachments
1.	The bidder should be a registered Society/ Trust/ Firm/ Company in IT/ITES Sector providing services in the digital learning content development incorporated under the Indian Companies/ Society Act or the relevant Act, and have been in existence for a period of at least 3 years as of 31.03.2019.	Valid copy of the relevant Certificate A copy of MoA
2.	The bidder should have average financial turnover of Rs. 2.5 crore in last three years ending on 31st March 2019 or cumulative of Rs. 7.5 Cr from last three years as on 31 st March 2019. The turnover should come from digital learning content development for LMS/SCORM (Sharable Content Object Reference Model) compliant platform only and should not include other transactions with its subsidiary companies or with anyone under reciprocal agreements.	Balance Sheet and Profit and Loss statement clearly mentioned the income from content development for LMS/SCORM compliant platform. Provisional Balance sheet / Financial statement should be signed by an auditor.
3.	The bidder should have Quality certifications (SEI-CMM Level 3 or above or SCORM)	Copy of the valid certificate
4.	The bidder should have completed at least 3 projects of production of e-learning content in education sector with each project having minimum order value of Rs. 25 Lacs in the last five (5) years.	Details of such projects undertaken along with Copy of Work Order /clients' completion certification/letter.
5.	Proof of production of digital contents (portfolio) Should have own studio/ tie up with a studio, and fulltime qualified employees skilled in design, production and editing 2D and 3D animation; video grabbing, etc. Should have capabilities of producing at least 10 hours (approx. 10 modules) worth digital contents in 30 days;	Details of such projects undertaken along with clients' completion certification/letter.
6.	Bidder should not be under a declaration of ineligibility for corrupt or fraudulent practices issued by Government of India or by Government of any other State in India or by Government of Gujarat or	Certificate / affidavit mentioning that the Bidder is not blacklisted/ Debarment by Government of India or by Government of any

Sr. No.	Eligibility Criteria	Attachments
	any of the PSU in the state of Gujarat at the time of bidding.	State in India or by Government of Gujarat or any of the PSUs in the state of Gujarat due to engagement in any corrupt & fraudulent practices. A Self Certified letter by an authorized Signatory with Signature and stamp must be submitted.
7.	Bidder should not have violated / infringed on any Indian or foreign trademark, patent, registered design or other intellectual property rights any time anywhere in India.	Affidavit regarding non-violation / infringement of any Indian or foreign trademark, patent, registered design or other intellectual property rights must be submitted by the bidder as per Attached format.
8.	No Consortium will be allowed.	

Note: All the details and the supportive documents for the above mentioned terms should be uploaded in eligibility section in the bid.

Section - 2

SCOPE OF WORK FOR eCONTENT DEVELOPMENT

GIET-SSA intends to develop e-Content for the subjects of Std. 1 to 4. The eContent proposed to be developed for schools shall be broadly classified based on the expected minimum features, as mentioned below:

Minimum Expected features
Syllabus & Text Book based
Animated videos (2D and / or 3D)
Reference/ supplementary materials
Assessments
Analysis
Learning Outcomes based mapping of Content
Instructor Led Videos

Bidder shall adopt a systematic approach adopting a step by step process as under:

- ▶ Analysis of the learners' needs
- ▶ Design
- ▶ Development

In designing and developing the eContent, a suitable instructional design approach based on requirements should be adopted. Following activities should be followed while development of eContent:

➤ Analysis:

- Context analysis:
 - Identify the constraints and opportunities in the physical, aspects of the learner and learning environment i.e., infrastructure available to learner, learning spaces, etc.
 - Identify the constraints and opportunities in the technical aspects of learner and learning environment such as availability of devices, equipment, internet, electricity etc.
 - Identify the constraints and opportunities in the socio-cultural aspects of learner and learning environment such as language, socio-economic status, belief system etc.
 - Articulate the kind of learning environment - informal or formal etc.
- Learner analysis (Target Audience)
 - Identify and specify the user as students, teachers, educators, trainers, parents, professionals etc.
 - Capture target audience profile including aspects of demographic, cognitive, physiological and socio-cultural like:
 - previous knowledge
 - learning styles
 - level of motivation
 - interests
 - cognitive, sensory and physical disabilities
 - socio-demographic background etc.

- Content Analysis:
 - Identify key ideas and prepare a mind map
 - Identify the nature of the content as facts, concepts, generalisation, principles, processes etc. so that the appropriate media and presentation format can be selected at later stage.
 - Check quality of raw content for cognitive appropriateness, factual accuracy, inclusiveness and accessibility.
 - Identify the skills and values, if any.
 - Specify modality of usage - standalone series, supplementary, complementary, integrated etc.
 - Content like teaching/ training, self-learning, assessment, awareness, skill development etc.
- Design:
 - Instructional Strategy Design: It should include the pedagogical considerations of creating eContent.
 - Learning Outcomes:
 - State objectives clearly such that they are realistic, relevant, achievable and measurable
 - Align objectives to national / state curriculum frameworks and specific learning outcomes (national / state).
 - Content Structure:
 - Organise the content in chunks.
 - Specify alignment to previous knowledge of the learners.
 - Structure of the content as:
 - Simple to Complex
 - Known to unknown
 - Concrete to Abstract
 - Specific to general
 - Prepare content map to represent the structure of the content.
 - Learning Strategies:
 - Identify appropriate learning strategies corresponding to the learning outcomes.
 - Design strategies so that eContent will be motivating and interesting.
 - Ensure active participation of learners.
 - Align with the curriculum framework and learning objectives.
 - Design learning experiences to facilitate the metacognition process wherever possible.
 - Visual Design
 - Designing Graphical User Interface (GUI)
 - Create design to be attractive, interesting, intuitive, and innovative
 - Select the colour schemes and icons such that they are visible, appealing and relevant. Design theme specific and content relevant interface.
 - Use appropriate input controls, navigational and informational components as well as functionalities
 - Maintain consistency in design.
 - Avoid cluttered and complicated visual scheme.
 - Deciding Fonts:

- Select commonly used fonts compatible with all platforms.
- Use acceptable Unicode fonts or regional languages fonts.
- Use appropriate notation and syntax for expressing science equations and math symbols, separator, identifiers, constants, standard algebraic equations.
- Font size should be legible. Serif fonts should be used. Colours should be theme and age appropriate. Font colours should be in contrast with the background.
- Planning Layouts:
 - Ensure proximity to facilitate the viewer to follow and correlate pieces of information to construe their meaning.
 - Check the layouts; whether they are aligned and clearly defined, reflect information and consider all elements appropriately.
 - Make sure that visuals are impressive and follow colour psychology.
 - Select or create graphics and animations to communicate information accurately and adequately.
- Technical Design
 - Make sure that the eContent is accessible to diversified users.
 - Develop eContent which is easy to navigate, revise and reuse.
 - Make sure that the eContent can be produced by integrating various media formats and can be localised once developed.
 - The platform should support multiple users to access eContent simultaneously.
 - Make sure that the eContent is accessible through any device, operating system and browser.
 - Prepare design which is easy to use and also pleasant to use on a range of devices.
- Prototype testing:
 - Identify sample prototype with all features and formats for testing.
 - Define objectives of prototype testing for its
 - Graphical User Interface
 - Accessibility
 - Usability
 - Adaptability
 - Scalability
 - Sustainability
 - Interoperability
 - Select a sample target group that represents the whole group.
 - Fix the duration for testing of prototype
 - Create tools for testing and document data, observations, and feedback.
 - Avoid changes in developmental processes or content during the prototype testing.
- Develop:
 - Storyboard-Writing Story board:
 - Ensure that the storyboard is logical and sequential.
 - It should align with the content map created at design stage.
 - Provide clear instructions for the developers to use the appropriate media elements.
 - Get the Storyboard reviewed by content, pedagogical and technical experts.
 - Use appropriate format to develop storyboard based on the form of eContent

- Clearly state the topic, target group, objectives, content coverage, media type, presentation format, development team etc.
- Storyboard can include instructions in various forms like text, audio, visual etc.
- Include formative assessment
- Use examples, illustrations and visuals as part of eContent in the storyboard.
- It has to be free from gender discrimination, religion/ community/ regional/ caste biases, vague words,
- It should address inclusiveness.
- Production-Development of media element
 - List down the various media elements that need to be identified/ created based on the storyboard.
 - Identify and select appropriate tools (preferably Free and Open Source) that meet the necessary compliance standards to develop the media elements.
 - Identify and allocate human resources for the production of individual media element.
 - Schedule the production timelines for each media element and ensure coordination at functional level.
 - Develop the media elements as per the storyboard.
 - Ensure that the media elements follow the Instructional strategy, visual and technical design guidelines during the process of development.
 - Get each media element reviewed by subject expert, technical expert and pedagogical expert before integration.
- Programming and integration
 - Link media elements in logical sequence and consonance with storyboard.
 - Test the eContent after linking media elements for coherence and flow.
 - Make changes, if required.
 - Maintain all versions of eContent with appropriate nomenclature.
- Preview- Post production evaluation of eContent
 - Develop a post-production evaluation sheet.
 - Form a preview team that includes subject matter, technical and pedagogical experts.
 - Check technical and instructional aspects
 - Capture experts' feedback in post-production evaluation sheet.
 - Incorporate the necessary changes and finalize the content.
- Metadata Profile: Developing the metadata
 - Use standard vocabulary, abbreviations as the listed in the glossary.
 - Write in standard format so that it supports interoperability, facilitating distribution of information across platforms.
 - Apply standards to describe items.
 - Pool related digital objects in a collection resulting into a new class.
 - Specify terms and conditions for using of eContent.
 - It should conform to vocabularies and standards in a way that is appropriate to the materials in the content collection, the users of the collection, and current and potential future uses of the collection items.
 - It should support interoperability, facilitating distribution of information to many different systems, for example, jurisdiction repositories and portals.
 - It should apply authority control and content standards to describe items and collate related digital objects in a collection.

- Do not use certain characters like bullets, En or Em dashes, curly quotation marks, bold and italic text, underlining, slash, subscripts, superscripts, ampersands etc.

The detailed compliance sheet with the list of parameters to be complied by bidder for eContent development is placed at Annexure- B

The list of subject wise topics covering whole syllabus provided by the Samagra Shiksha (SS), Gujarat Institute of Educational Technology (GIET), Ahmedabad for Development of e-Content for Standard 1 to 4 is placed at Annexure-C.

File Formats to be considered for eContent:

Files	Types / Formats
Text	PDF, ODT, DOCX, ePUB
Images & Graphics	PNG, JPEG, JPG, SVG, GIF (Note: in case of PNG, JPEG, JPG the image should have resolution greater than 5 Megapixels: Image size should be less than 20 MB)
Audio	MP3, WAV, AAC
Video	MP4, MOV, AVI, WMV, OGG (Preferably in 16:9 aspect ratio in HD quality across all viewing devices)
Spreadsheet	XLS, CSV, ODX
Interactives	Java, HTML

Minimum indicative general parameters:

- Content developed should be based on textbook curriculum & should be divided period wise as per GCERT (for Std. 1 to 4) guidelines. The developed content should be able to demonstrate proper concept clarity and teachers should be able to use it with easy process. All developed content should be indexed as per textbooks and only relevant pictures must be used.
- Content developed should be such that teachers shall navigate to main content in minimum possible steps.
- If the Syllabus & pattern change then successful bidder has to design & develop the same in due course as and when required during the contract period as per warranty terms. Content should be developed in such a way that it can be used sequentially by teacher while teaching i.e. text book chapter, topics, topics related videos, activities, practice, assessment, analysis. Content should be developed for Gujarati medium.
- The activities & assessments in the content should focus specifically on Learning Outcomes.
- The developed content should have a feature that it should be possible for teacher to make annotations at any time while displaying text, playing animated videos, etc.
- The content should be developed in the classroom transaction format keeping the teacher in the centre.
- The content should also have recording and playback features for work done by teachers.
- The eContent should have subtitles in Gujarati, English & other, as required in terms of language as a subject.
- The content should be accessible in the form of web based and mobile application. Should work on both online & offline (standalone) mode. Should work both in server client architecture & standalone computer mode. Application should be Intranet and Internet based where content can be accessible from server. The developed content should be

- downloadable in the form of either standard, subject or chapter and also should be playable independently from any external removable media.
- Should be developed on open source platform & work on any Operating system. Should be platform agnostic and device independent.
 - The display resolution of developed eContent should be compatible & auto-adjustable with same resolution quality & aspect ratio in all viewing devices like, LED monitor or display, desktop, laptops, projectors, mobile phones etc.
 - Should be compatible with Learning Management Systems (LMS) provided by SSA. Selected bidder shall be responsible for integration of new developed eContent with LMSs provided by SSA
 - Should be able to run on minimum configuration of desktop / laptop/tablet with 2 GB RAM
 - Should be modular in nature so that any changes / modifications can be made easily with any change in curriculum. The content should be tagged/indexed based on topic, subject, Learning level and standard.
 - The developed content should be accessed as classroom transaction mode and also it should be available in the form of library-based repository with proper indexing based on learning difficulty level, topic & subject. Users should be able to refer any content through library based repository based on the index. Bidder have to integrate the content with Samagra Shiksha portal if required and content should be downloaded in readable formats
 - Should have features of custom builder that would enable admin to add / modify / upload the content. Admin or teachers should be able to manage content across various standards.
 - Should have functionality for creation & publishing of online assessment by uploading or creating a question bank in mutually decided template & file formats. It should provide a platform for conducting online exams / assessment / quizzes of students / teachers.
 - Assessment module should have features for conducting detailed analysis of assessments carried out & generating reports as required.
 - Dictionary & bookmark feature should be there.
 - The web & mobile based LMS application should have separate modules for Admin (State, District, and Block level), Teachers and Students for each school with role based login, access & privileges
 - The LMS application should have classroom planning module for teachers to effectively plan classroom activities.
 - LMS Application should store logs of usage and assessment by school, class, subject, students which shall be captured in both online and offline mode (auto sync of log when connected to internet)
 - Service provider will be responsible for the incremental changes in the content based on the changes in syllabus for five years after project period on the pro rata basis.
 - The teacher guide should be incorporated narrating classroom process flow with objectives, learning outcomes, duration of the content, video length (max. 7 minutes), Question bank, assessment, analysis, where to & when to use the developed content.
 - Warranty & Maintenance period shall be for 5 years. Bidder will provide Onsite maintenance and support for eContent for Five years after deployment on live server.

Classroom transaction methodology for each standard & Subject will be indicatively as under:

Steps:

1. Syllabus & Text Book based

2. Animated videos (2D and / or 3D)
3. Reference/ supplementary materials
4. Learning Outcomes based mapping of Content & Assessments (Interactive assessment)
5. Analysis
6. Instructor Led Videos

Deployment:

- The eContent shall be deployed in Gujarat state data centre (GSDC). The bidder shall have to suggest the pre-requisites for hosting & deployment of the same in SDC.
- 8. Testing:**eContent will be tested by the successful bidder before deployment on live server and all cost pertaining to testing will be borne by bidder.
- Successful bidder shall be responsible for Security audit through CERT-In and EQDC testing of the application and cost for the both will be borne by the Successful bidder.

Training

- Successful bidder shall provide training to Concerned officials/teacher. The training for 1 day would be provided to maximum of 100 concerned officials of the department in the batches of 25
- Training includes practical exposure to verification of outputs and methods to locate and fix errors on the same.
- Training on screening of complete workflow of the system to admin and other required users.
- Training shall be provided to users selected by SS/GIET.
- Infrastructure and necessary equipment for Training will be provided by SS/GIET.
- Successful bidder shall prepare required training content & material and will provide to trainees.

Section - 3

Instructions to Bidders

ARTICLE – 1: COST OF BIDDING

- The Bidder shall bear all costs associated with the preparation and submission of the Bid and SSA/GIET/GIL will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.
- The Bidder will have to remit Non-refundable Bid Processing Fees in the separate cover within the main sealed cover containing EMD, on or before the date & hours of submission of the bids, at GIL office. Bid processing fees must be in the form of Demand Draft in the name of “Gujarat Informatics Ltd.” payable at Gandhinagar along with the covering letter. Please affix the stamp of your company on the overleaf of demand draft.

ARTICLE – 2: BIDDING DOCUMENTS

Bidder can download the bid document and further amendment if any available free on <http://gil.gujarat.gov.in> and <https://gil.nprocure.com> and upload the same on <https://gil.nprocure.com> on or before due date of the Bid. Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or bid not substantially responsive to the bidding documents in all respect may result in the rejection of the Bid.

ARTICLE – 3: CLARIFICATION ON BIDDING DOCUMENTS

The Clarifications must be submitted in writing at GIL at least 5 days before the bid due date. Clarifications received from the bidders after that will not be entertained under any circumstances.

ARTICLE – 4: AMENDMENT OF BIDDING DOCUMENTS

- At any time prior to the deadline for submission of bids, SSA/GIL, for any reason, whether at its own initiative or in response to the clarifications requested by prospective bidders may modify the bidding documents by amendment & put on website.
- All prospective bidders are requested to browse our website & any amendments / corrigendum / modification will be notified on our website only and such modification will be binding on them. Bidders are also requested to browse the website of GIL i.e. <http://gil.gujarat.gov.in> and <https://gil.nprocure.com> for further amendments if any.
- In order to allow prospective bidders reasonable time to take the amendment in to account in preparing their bids, SSA/GIL, at its discretion, may extend the deadline for the submission of bids.

ARTICLE – 5: LANGUAGE OF BID

The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and SSA/GIL shall be in English. Supporting documents and printed literature furnished by the bidder may be in another language provided they are accompanied by an accurate translation of the relevant pages in English. For purposes of interpretation of the bid, the translation shall govern.

ARTICLE – 6: SECTIONS COMPRISING THE BIDS

- Bid Security Section:

Bid Processing Fees & EMD Details: The bid processing fee (non-refundable) & EMD (refundable) (in the form of DD/BG) to be furnished to GIL office in a separate envelop on or before date & hours of submission of bid.

- Eligibility & Technical Section:

In this section, Bid letter form and Clause-by-Clause Compliance Statement as per forms/format & compliance to Scope of Work need to be uploaded.

Regarding eligibility criteria, all the forms/format & documentary proof need to be uploaded.

- Price bid Section: As per bid form only.

Note:

- All the forms should be in the Prescribed Format Only.
- All forms / Tables, duly filled-in with necessary proofs, as required and stated in the bid document & supporting documents for eligibility criteria should be uploaded.

ARTICLE – 7: BID FORMS

- Wherever a specific form is prescribed in the Bid document, the Bidder shall use the form to provide relevant information. If the form does not provide space for any required information, space at the end of the form or additional sheets shall be used to convey the said information. Failing to submit the information in the prescribed format, the bid is liable for rejection.
- For all other cases, the Bidder shall design a form to hold the required information.
- SSA/GIL shall not be bound by any printed conditions or provisions in the Bidder's Bid Forms.

ARTICLE – 8: FRAUDULENT & CORRUPT PRACTICE

- Fraudulent practice means a misrepresentation of facts in order to influence a procurement process or the execution of a Contract and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial noncompetitive levels and to deprive the SSA/GIET/GIL of the benefits of free and open competition.
- "Corrupt Practice" means the offering, giving, receiving or soliciting of anything of value, pressurizing to influence the action of a public official in the process of Contract execution.
- SSA/GIET/GIL will reject a proposal for award and may forfeit the E.M.D. and/or Performance Guarantee if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for, or in executing, contract(s).

ARTICLE – 9: LACK OF INFORMATION TO BIDDER

- The Bidder shall be deemed to have carefully examined all contract documents to his entire satisfaction. Any lack of information shall not in any way relieve the Bidder of his responsibility to fulfill his obligation under the Contract.

ARTICLE – 10: CONTRACT OBLIGATIONS

- If after the award of the contract the bidder does not sign the Agreement or fails to furnish the Performance Bank guarantee along with the inception report and working schedule as per the bid requirements & if the operation are not started within 15 working days after submission of P.B.G. as mentioned in the bid, SSA/GIET/GIL reserves the right to cancel the contract and apply all remedies available under the terms and conditions of this contract.

ARTICLE – 11: BID PRICE

- The priced bid should indicate the prices in the format/price schedule only.
- Price shall be inclusive of all freight, forwarding, transit insurance and installation charges. The prices shall strictly be submitted in the given format. The applicable GST shall be extra at the time of invoicing.
- Any effort by a bidder or bidder's agent / consultant or representative howsoever described to influence the SSA/GIET/GIL in any way concerning scrutiny / consideration / evaluation / comparison of the bid or decision concerning award of contract shall entail rejection of the bid.

ARTICLE – 12: BID CURRENCY

- The prices should be quoted in Indian Rupees. Payment for the supply of equipments as specified in the agreement shall be made in Indian Rupees only.

ARTICLE – 13: BID SECURITY / EARNEST MONEY DEPOSIT (EMD)

The bidder will have to submit **Non-refundable Bid Processing Fees of Rs. 17,700/- & Earnest Money Deposit (E.M.D.) of Rs. 10,00,000/- (Rupees Ten Lac only) (Refundable)** on or before date & hours of submission of bid in a sealed cover at GIL office with the heading **“Bid processing Fees & EMD for RFP no. GIL\SSA-eContent\2019-20 for Development of eContent for Std. 1 to 4 for SSA.”**

- Bid processing fees must be in the form of Demand Draft in the name of “Gujarat Informatics Ltd.” payable at Gandhinagar along with the covering letter.
- Bid Security / EMD as mentioned above, shall be submitted in the form of Demand Draft **OR** in the form of an unconditional Bank Guarantee **(which should be valid for 12 months from the last date of bid submission)** of any Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative Banks and Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/10/2018/18/DMO dated 16.04.2018 (http://www.gil.gujarat.gov.in/grs/DMO_2173_16_Apr_2018_714.pdf) issued by Finance Department or further instruction issued by Finance department time to time; in the name of “Gujarat Informatics Ltd.” payable at Gandhinagar (as per prescribed format given at Annexure A) and must be submitted along with the covering letter.

Please affix the stamp of your company on the overleaf of demand draft.

Note: Failing to submit physical covers of EMD and bid processing fees at GIL on or before given time may lead to the rejection of the bid.

- In case of non-receipt of Bid processing fees & EMD as mentioned above, your bid will be rejected by GIL as non-responsive.
- Unsuccessful/Disqualified bidder's E.M.D. will be returned as promptly as possible after the expiration of the period of bid validity OR upon the successful Bidder signing the Contract, and

furnishing the **Performance Bank Guarantee @ 20%** of the total order value as prescribed by GIL, whichever is earlier.

- The successful Bidder's E.M.D. will be returned upon the Bidder signing the Contract, and furnishing the **Performance Bank Guarantee @ 20% of the total order value**
- The EMD may be forfeited at the discretion of SSA/GIET/GIL, on account of one or more of the following reasons:
 - (a) If a Bidder withdraws its bid during the period of bid validity
 - (b) In case of a successful Bidder, if the Bidder fails:
 - (i) To sign the Contract as mentioned above within the time limit stipulated by purchaser or
 - (ii) To furnish Performance Bank Guarantee for delivery as mentioned above or
 - (iii) If the bidder is found to be involved in fraudulent practices.
 - (iv) If the bidder fails to submit the copy of purchase order & acceptance thereof.
 - (v) If the successful bidder fails to submit the Performance Bank Guarantee for delivery & sign the Contract Form within prescribed time limit, the EMD of the successful bidder will be forfeited. GIET/SSA/GIL also reserves the right to blacklist such bidder from participating in future tenders if sufficient cause exists.

ARTICLE – 14: PERIOD OF VALIDITY OF BIDS

- **Bids shall remain valid for 180 days after the date of Financial Bid opening** prescribed by SSA/GIET/GIL. A Bid valid for a shorter period shall be rejected as non-responsive.
- In exceptional circumstances, SSA/GIET/GIL may solicit Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The Bid security shall also be suitably extended.

ARTICLE – 15: BID DUE DATE

- Bid must be uploaded by bidder not later than the date specified in the RFP.
- The SSA/GIET/GIL may, as its discretion, extend the bid due date, in which case all rights and obligations of the SSA/GIL and the bidders, previously subject to the bid due date, shall thereafter be subject to the new bid due date as extended.

ARTICLE – 16: LATE BID

- No bidder may be able to upload or submit the bid after the bid due date/time.

ARTICLE – 17: MODIFICATION AND WITHDRAWAL OF BID

- The Bidder may modify or withdraw its bid before the due date of bid submission.
- No Bid may be modified subsequent to the deadline for submission of bids.
- No Bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of Bid validity specified by the Bidder on the bid letter form. Withdrawal of a Bid during this interval may result in the bidder's forfeiture of its Bid security.

ARTICLE – 18: OPENING OF BIDS BY SSA/GIL

- Bids will be opened in the presence of Bidder's representatives, who choose to attend. The Bidder's representative who is present shall sign a register evidencing their attendance.

- The Bidder's names, Bid modifications or withdrawals, discounts and the presence or absence of relevant Bid security and such other details as the SSA/GIET/GIL officer at his/her discretion, may consider appropriate, will be announced at the opening.
- Immediately after the closing time, the SSA/GIET/GIL contact person shall open the Un-priced Bids and list them for further evaluation.

ARTICLE – 19: CONTACTING SSA/GIL

- Bidder shall not approach SSA/GIET/GIL officers outside of office hours and/ or outside SSA/GIET/GIL office premises, from the time of the Bid opening to the time the Contract is awarded.
- Any effort by a bidder to influence SSA/GIET/GIL officers in the decisions on Bid evaluation, bid comparison or contract award may result in rejection of the Bidder's offer. If the Bidder wishes to bring additional information to the notice of the GOG, it should do so in writing.
- In case bidder wants to furnish information regarding blacklist of other bidders, they have to provide documentary evidence for the same, without documentary evidence such representation will not be entertained.

ARTICLE – 20: REJECTION OF BIDS

- SSA/GIET/GIL's right to reject any or all bids: SSA/GIET/GIL reserves the right to reject any Bid, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for such decision.

ARTICLE – 21: EVALUATION OF BIDS

- Un-priced Bid documentation shall be evaluated as mentioned in this section.
- Firstly, the documentation furnished by the Bidder will be examined based on the following criteria:
 - a) Compliance to submission of EMD & Bid processing fees
 - b) Evaluation of Eligibility Criteria
 - c) Technical evaluation of eligible bidders on quality standards & set benchmarks will be done as per the technical evaluation parameters mentioned below. As a part of technical evaluation, a module / topic of particular subject will be given to bidders and they will be asked to develop & demonstrate the developed e-Content of the same. Presentation evaluation as part of Technical evaluation will be based on the following criteria:

Sr. No.	Parameters description	Score (Out of 5 for each parameters)
A	Content appropriateness	
1	Objectives are clearly stated in the brief accompanying the digital content	
2	Content is sufficient to meet objectives	
3	Content has no factual errors & is accurate	
4	Content is appropriate & comprehensible for the target groups	
5	Content is pedagogically structured	
6	Content is not derogatory to particular gender /community /group	
7	Content is supported by relevant examples	
B	Content presentation	
1	Introduction is well established & Easy to navigate through	
2	Format of the Content is appropriate	
3	Pace of the content is appropriate (not too fast or slow)	
4	Appropriate use of music and sound effects & Audio is in sync with the video	
5	Appropriate use of font size, colour scheme and graphics and Adequate use of shots/visuals	
6	Commentary/Dialogue Delivery is comprehensible	
7	Content is enriched/enhanced by using special effects	
8	Motivates learner to reflect & contemplate	
9	Free from any technical glitches	
10	The GUI (Graphical User Interface) is visually appealing	
	Total Marks obtained (out of ----- marks)	

Note: The presentation shall be of ----- marks out of which at least 70% marks is required to qualify for the opening of the financial bids.

QCBS (Quality cum Cost Based Selection) Evaluation based on weightage of Technical proposal (60%) & Financial Proposal (40%).

• **Final Evaluation:**

- The technical score of a bidder 'Tb' will be assigned to the bidder & it will be awarded based on the Technical Evaluation Criteria as specified above. GIL/GIET/SSA's decision in this regard shall be final & binding and no further discussion will be held with the bidders whose bids are technically disqualified / rejected. Bidders with technical score of 70% and above will qualify for the evaluation of commercial bids. The total technical scores achieved by the bidders shall be shared with the bidders & under no circumstances will the breakup of the technical score be shared with the bidders.

- **Tb: Absolute Technical Score**
- **Tmax: Maximum Technical Score**
- **Tn: Normalized technical score of the bidder under Consideration**

- **Normalized technical score (Tn) = Tb/Tmax * 100**

- **Financial Evaluation:**

The financial bids of only those bidders, who have scored at least 70% marks in the technical evaluation process, will be opened. The Financial Bids will be opened, in the presence of Bidders' representatives who choose to attend the Financial Bid opening on date and time to be communicated to all the technically qualified Bidders. The Bidder's representatives who are present shall sign a register evidencing their attendance. The name of bidder & bid prices will be announced at the meeting. The financial score of a bidder 'Fb' will be assigned to the bidder. 'Fb' will be the total financial quote made by the bidder.

- **Fn = normalized financial score for the bidder under consideration**
- **Fb = commercial quote for the bidder under consideration**
- **Fmin = commercial quote of the lowest evaluated financial proposal**
- The lowest evaluated Financial Proposal (Fmin) will be given the maximum financial score (Fn) of 100 points. The financial scores (Fn) of the other Financial Proposals will be calculated as per the formula given below:

- **Normalized Financial Score (Fn) = 100 x Fmin / Fb**

Final Evaluation of Bid:

- Proposals will be ranked according to their combined technical (Tb) and financial (Fn) scores using the weights T = 0.60 (the weight given to the Technical score); P = 0.40 (the weight given to the Financial score; T + P = 1). The final evaluation will be based on Final Score which shall be calculated as shown below:

- **Final Score (S) = Tn x T + Fn x P**

- The bidder achieving the highest combined technical and financial score will be invited for negotiations for awarding the contract. In case of a tie where two or more bidders achieve the same highest combined technical and financial score, the bidder with the higher normalized technical score will be invited first for negotiations for awarding the contract.

ARTICLE – 22: AWARD OF CONTRACT

- Award Criteria: The Criteria for selection will be based on the evaluation methodology mentioned above.
- The quantities may decrease or increase at the time of finalization, depending upon the change in the requirements/grants available with the purchaser(s), which shall be binding to the bidder.
- The contract will be for five (5) years.

ARTICLE – 23: NOTIFICATION OF AWARD & SIGNING OF CONTRACT

- Prior to expiration of the period of Bid validity, SSA/GIET/GIL will notify the successful Bidder and issue Lol/Purchase Order.

- Successful bidders will have to sign the contract upon receiving the Purchase order with the purchaser(s) within 5 working days from the date of Purchase order. (The draft of the Contract form is attached herewith). The Performance Bank Guarantee shall be valid for duration of 90 days beyond the expiry of contract.

ARTICLE – 24: LIMITATION OF VENDOR’S LIABILITY:

- Vendor’s cumulative liability for all its obligations under the contract shall not exceed the contract value and the Vendor shall not be liable for incidental, consequential, or indirect damages including loss of profit or saving.

ARTICLE – 25: FORCE MAJEURE

- Force Majeure shall mean any event or circumstances or combination of events or circumstances that materially and adversely affects, prevents or delays any Party in performance of its obligation in accordance with the terms of the Agreement, but only if and to the extent that such events and circumstances are not within the affected party's reasonable control, directly or indirectly, and effects of which could have prevented through Good Industry Practice or, in the case if construction activities through reasonable skill and care, including through the expenditure of reasonable sums of money. Any events or circumstances meeting the description of the Force Majeure which have same effect upon the performance of any contractor shall constitute Force Majeure with respect to the Bidder. The Parties shall ensure compliance of the terms of the Agreement unless affected by the Force Majeure Events. The Bidder shall not be liable for forfeiture of its implementation / Performance guarantee, levy of Penalties, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Agreement is the result of Force Majeure.

- Force Majeure Events

The Force Majeure circumstances and events shall include the following events to the extent that such events or their consequences (it being understood that if a causing event is within the reasonable control of the affected party, the direct consequences shall also be deemed to be within such party's reasonable control) satisfy the definition as stated above.

Without limitation to the generality of the foregoing, Force Majeure Event shall include following events and circumstances and their effects to the extent that they, or their effects, satisfy the above requirements:

- Natural events (“Natural Events”) to the extent they satisfy the foregoing requirements including:
 - a) Any material effect on the natural elements, including lightning, fire, earthquake, cyclone, flood, storm, tornado, or typhoon;
 - b) Explosion or chemical contamination (other than resulting from an act of war);
 - c) Epidemic such as plague;
 - d) Any event or circumstance of a nature analogous to any of the foregoing.
- Other Events (“Political Events”) to the extent that they satisfy the foregoing requirements including:
- Political Events which occur inside or Outside the State of Gujarat or involve directly the State Government and the Central Government (“Direct Political Event”), including:

- i. Act of war (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, embargo, revolution, riot, insurrection, civil commotion, act of terrorism or sabotage;
- ii. Strikes, work to rules, go-slows which are either widespread, nation-wide, or state-wide and are of political nature;
- iii. Any event or circumstance of a nature analogous to any of the foregoing.

- **FORCE MAJEURE EXCLUSIONS**

Force Majeure shall not include the following event(s) and/or circumstances, except to the extent that they are consequences of an event of Force Majeure:

- a) Unavailability, late delivery
- b) Delay in the performance of any contractor, sub-contractors or their agents;

- **PROCEDURE FOR CALLING FORCE MAJEURE**

The Affected Party shall notify to the other Party in writing of the occurrence of the Force Majeure as soon as reasonably practicable, and in any event within 5 (five) days after the Affected Party came to know or ought reasonably to have known, of its occurrence and that the Force Majeure would be likely to have a material impact on the performance of its obligations under the Agreement.

ARTICLE – 26: CONTRACT OBLIGATIONS

Once a contract is confirmed and signed, the terms and conditions contained therein shall take precedence over the Bidder's bid and all previous correspondence.

ARTICLE – 27: AMENDMENT TO THE AGREEMENT

Amendments to the Agreement may be made by mutual agreement by both the Parties. No variation in or modification in the terms of the Agreement shall be made except by written amendment signed by both the parties. All alterations and changes in the Agreement will take into account prevailing rules, regulations and laws.

ARTICLE – 28: USE OF AGREEMENT DOCUMENTS AND INFORMATION

- The Bidder shall not without prior written consent from SSA/GIET disclose the Agreement or any provision thereof or any specification, plans, drawings, pattern, samples or information furnished by or on behalf of SSA/GIET in connection therewith to any person other than the person employed by the Bidder in the performance of the Agreement. Disclosure to any such employee shall be made in confidence and shall extend only as far as may be necessary for such performance.
- The Bidder shall not without prior written consent of SSA/GIET make use of any document or information made available for the project except for purposes of performing the Agreement.
- All project related documents issued by SSA/GIET other than the Agreement itself shall remain the property of GoG and Originals and all copies shall be returned to GoG on completion of the Bidder's performance under the Agreement, if so required by the SSA/GIET.

ARTICLE – 29: ASSIGNMENT & SUB CONTRACTS

- Assignment by Bidder

The Bidder shall not assign, in whole or in part, its rights and obligations to perform under the Agreement to a third party, except with the prior written consent from SSA/GIET.

- Sub contracts: Sub contract shall not be allowed.

ARTICLE – 30: RESOLUTION OF DISPUTES

- If any dispute arises between the Parties hereto during the subsistence or thereafter, in connection with the validity, interpretation, implementation or alleged material breach of any provision of the Agreement or regarding a question, including the questions as to whether the termination of the Contract Agreement by one Party hereto has been legitimate, both Parties hereto shall endeavor to settle such dispute amicably. The attempt to bring about an amicable settlement is considered to have failed as soon as one of the Parties hereto, after reasonable attempts [which attempt shall continue for not less than 30 (thirty) days], give 15 days notice thereof to the other Party in writing.
- In the case of such failure the dispute shall be referred to a sole arbitrator or in case of disagreement as to the appointment of the sole arbitrator to three arbitrators, two of whom will be appointed by each Party and the third appointed by the two arbitrators.
- The place of the arbitration shall be Ahmedabad/Gandhinagar, Gujarat.
- The Arbitration proceeding shall be governed by the Arbitration and Conciliation Act of 1996 as amended.
- The proceedings of arbitration shall be in English language.
- The arbitrator's award shall be substantiated in writing. The arbitration tribunal shall also decide on the costs of the arbitration procedure. The Parties hereto shall submit to the arbitrator's award and the award shall be enforceable in any competent court of law.

ARTICLE – 33: TAXES & DUTIES

Bidder is liable for all taxes and duties etc.

ARTICLE – 34: BOOKS & RECORDS

Bidder shall maintain adequate books and records in connection with Contract and shall make them available for inspection and audit by GoG during the terms of Contract until expiry of the performance guarantee.

ARTICLE – 35: WARRANTY AND MAINTENANCE SUPPORT

- Bidder will provide comprehensive warranty and maintenance support for developed eContent for Five years after deployment on live server. Bidder will be responsible for all the changes, upgrades, updates, troubleshooting & maintenance of the developed eContent during the contract period
- Update & customize the content if syllabus changes during the contract period

- Analysing & fixing any performance related issues.
- Resolve Bug/Request submitted by client on priority basis (the client has to provide priority level High, Medium or Low to each bug/request)
- The selected bidder has to provide the operation & maintenance support for the period of 5 years for Resolution of errors/bugs (if any), software updates, patches, changes in the software that may be necessary due to third party service updation or mobile OS updation

ARTICLE – 36: PERFORMANCE GUARANTEE

- The Bidder shall furnish Performance Guarantee as provided in the bid document to SSA/GIET for an amount equal to 20% of the total value of Order.
- The performance guarantee will be in the form of bank guarantee for the amount equal of 20% of the value of the Order towards faithful performance of the contract obligation, and performance of the solution for period of (Contract period + 3 months) . In case of poor and unsatisfactory services, SSA/GIET shall invoke the PBG.
- The Successful bidder has to submit Performance Bank Guarantee @ 20% of total order value within 15 days from the date of issue of Purchase order for duration of (Contract period + 3 months) of any Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative Banks and Rural Banks (operating in India having branch at Ahmedabad / Gandhinagar) as per the G.R. no. EMD/10/2018/18/DMO dated 16.04.2018 (http://www.gil.gujarat.gov.in/grs/DMO_2173_16_Apr_2018_714.pdf) issued by Finance Department or further instruction issued by Finance department time to time. (The draft of Performance Bank Guarantee is attached herewith).
- The Performance Guarantee shall be discharged by SSA/GIET and returned to the Bidder within 30 days from the date of expiry of the Performance Bank Guarantee.

IMPLEMENTATION TIMELINES:

Milestone	Timelines
Successful completion of Design, Development of eContent & Integration of developed e-Content with LMSs provided by Samagra Shiksha	T+60 Days
Testing and UAT of all the modules by GCERT or any other agency designated by department	T+85 Days
Training and Handholding Support	T+100 Days
Commissioning and Go-Live	T+120 Days

ARTICLE – 37: PAYMENTS TERMS

Sl. No.	Activity	Payment (%)
1	On Successful development & delivery of the module and integration with LMSs	50%

2	Upon curation & final approval of GCERT or any other agency designated by department & rectification of any errors noticed/ other flaws/corrections as required	30%
3	Hosting at GSDC & after Go-live	20%

ARTICLE – 38: INTELLECTUAL PROPERTY RIGHTS (IPR)

The IPR & Copyright of the published and unpublished source code of developed eContent & any customization during contract period shall remain with Samagra Shiksha/GIET. The selected bidder shall sign any/all the documents in this regard and hand over the source code, Meta data details etc. to SSA/GIET before release of final payment.

ARTICLE – 39: PENALTY CLAUSE

These SLAs shall be strictly imposed, and a software audit/certification shall be carried out at the sole discretion of SSA/GIET for certifying the performance of the eContent against the target performance metrics as outlined in the table below:

Service Category	Target	Penalty
Successful completion of Design, Development of eContent & Integration with LMS	As per delivery Schedule	A Penalty of 2% of contract value of development cost per week delay subject to maximum 10%.
Testing and UAT of all the modules.	As per delivery Schedule	
Training and Handholding Support	As per delivery Schedule	
Commissioning and Go-Live	As per delivery Schedule	

Note: If the bidder is not adhering to the individual milestones as defined in the delivery schedule, the cumulative penalty will be levied for the delayed weeks, at the sole discretion of SSA/GIET. If delay exceeds maximum delay weeks at the particular milestone, SSA/GIET may have rights to terminate the contract. In that case the Performance Bank Guarantee of the bidder will be forfeited.

The SLA applicable after the implementation, deployment & hosting of eContent application at GSDC shall be purely measured on the availability of the services.

SLA Measure	Severity 1	Penalty Rs.	Severity 2	Flat Penalty Rs.
Resolution Time	< 1 Hrs	Nil	< 3 Days	Nil
	> 1 & < 2 Hrs	5,000	> 3 & < 6 Days	1000
	Above 2 to 3 Hrs or part thereof	7,000	Above 6 Days	5000

Severity 1: Service is unavailable or a fatal error that makes the system unusable resulting in a direct business impact. The problem has resulted in the failure of business critical activities. Immediate action required.

Example: Mobile Application related problems affecting all or most of the users e.g. all users are unable to log-in / submit any service request

Severity 2: Service is adversely affected resulting in limited business impact or an error that makes a minor function unusable.

Example: Individual user unable to use some of the advanced features / applications e.g. unable to pull a file or correspondence, incorrect data in the reports, etc. Process to measure the SLA and Penalty:

Step 1: All problems/issues faced by users need to be communicated to the selected Bidder.

Step 2: Upon confirmation of the problem, Bidder's team resolved the Problem and inform SSA.

Step 3: Upon resolution of the problem, SSA/GIET shall verify and confirm the Bidder on the resolution.

Note: Any service interruption/unavailability due to Hardware-Infra/connectivity at GSDC will not be accounted for penalty calculation

ARTICLE – 40: PROJECT IMPLEMENTATION

- The bidder has to complete development & implementation of eContent, which includes design, development, deployment, training as per implementation timeline and provide operational & maintenance support for the period of 5 years during the contract. After the successful deployment of eContent, the bidder shall test same for functional testing, performance testing, load testing by EQDC.
- The Bidder shall provide the necessary technical support, Standard Operating Procedure (SOP), and other information to GoG and its user organizations in implementing the proposed solution. The Bidder shall provide training to GoG Personnel at no cost to GoG. The training schedule, content and modalities will be defined jointly by both the parties.
- Any damage caused to the property of SSA/GIET while executing the job shall be solely Bidder's responsibility. In case any damage to the property is caused, the same will be recovered from the Bidders. No any extra cost shall be paid to the Bidder for such reasons.
- The bidder shall be responsible and take required insurance for all of their representatives working on the project at their own cost. SSA/GIET will not be responsible for any loss or damage to any of the representatives of the bidder during the said contract.

ARTICLE – 41: ACCEPTANCE TEST

Acceptance Test will be conducted in as follows:

- Final Acceptance Test (FAT) / User Acceptance Test (UAT): On Successful development & delivery of the eContent, GCERT or concerned agency as appointed by Samagra Shiksha / GIET will check & verify the eContent. Bidder will be responsible to make changes / rectifications of any errors noticed/ other flaws/corrections as required / suggested by GCERT or concerned agency as appointed by Samagra Shiksha / GIET & get it verified again.
- The bidder is required to compete the functional testing, performance testing, load testing of the application by EQDC and report of EQDC testing shall be submitted by the successful bidder.
- After successful testing by GCERT or concerned agency as appointed by Samagra Shiksha / GIET as mentioned above, Acceptance Test Certificate will be issued to the Bidder.

ARTICLE – 42: SOFTWARE LICENSES (IF APPLICABLE)

The Bidder shall be responsible for providing Software license, if required, to meet any additional requirements during the contract period of the Agreement without any additional cost to SSA/GIET.

Section - 4

Format of Forms

Form 1 Covering Letter

(To be submitted on the Bidder letterhead)

<<Insert Date and location>>

Proposal Reference No:

To,
The Managing Director,
Gujarat Informatics Limited
Block No. 2, 2nd Floor, Karmayogi Bhavan, Sector-10,
Gandhinagar – 382010.

Dear Sir/Madam,

Sub: Submission of proposal in response to RFP for “Development of e-Content for Standard 1 to 4 for Samagra Shiksha (SS) on behalf of Gujarat Institute of Educational Technology (GIET), Ahmedabad”.

1. Having examined the RFP, we, the undersigned, hereby submit our proposal in response to your RFP notification for ‘Development of e-Content for Standard 1 to 4 for Samagra Shiksha (SS) on behalf of Gujarat Institute of Educational Technology (GIET), Ahmedabad’; in full conformity with the said RFP document.
2. We agree to abide by this Proposal, consisting of this letter, the Qualification Criteria forms and the Technical Proposal form, the duly notarized Board Resolution/ Power of Attorney, and all attachments, for a period of 180 days from the date fixed for submission of Proposals as stipulated in the RFP modification resulting from contract negotiations, and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.
3. If we are entrusted a consultancy assignment, we undertake to provide a Bank Guarantee in the form and amount prescribed.
4. We hereby declare that all the information and statements in this proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.
5. If negotiations are held during the period of validity of the Proposal, i.e., before the date indicated in the RFP, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.
6. We understand you are not bound to accept any proposal you receive

Dated this (date / month / year)

Authorized Signature [in full and initials]:

Name of Authorized Signatory:

Designation of Authorized Signatory:

Name of Bidder:

Address:

Form 2 General Information

Sr. No	Particulars	Details to be furnished	
1.	Details of responding Bidder		
a)	Name		
b)	Address		
c)	Telephone		Fax
d)	Website		
2.	Details of Contact Person		
a)	Name		
b)	Designation		
c)	Address		
d)	Telephone no.		
e)	Mobile no.		
f)	Fax no.		
g)	E-mail		
3.	Details of Authorized Signatory (<i>please attach proof</i>)		
a)	Name		
b)	Designation		
c)	Address		
d)	Telephone no.		
e)	Mobile no.		
f)	Fax no.		
g)	E-mail		
4.	Information about responding Bidder		
a)	Status of Bidder (<i>Public Ltd. / Pvt. Ltd etc.</i>)		
b)	No. of years of operation in India		
c)	Details of Registration (<i>Ref e.g. ROC Ref #</i>)	Date	
		Ref #	
d)	No. of resources/ staff in India		
e)	Locations and addresses of offices (in India and overseas)		

Performa of Compliance letter/Authenticity of Information Provided

(Shall be submitted as scanned copy on Bidder's letterhead duly signed by Authorized signatory)

Date:

To,
DGM (App.)
Gujarat Informatics Ltd.
Block No. 2, 2nd Floor, Karmayogi Bhavan,
Sector-10, Gandhinagar-382010.

Sub: Compliance with the tender terms and conditions, specifications and Eligibility Criteria

Ref: RFP for Development of e-Content for Standard 1 to 4 for Samagra Shiksha (SS) on behalf of Gujarat Institute of Educational Technology (GIET), Ahmedabad.

Dear Sir,

With reference to above referred tender, I, undersigned <<Name of Signatory>>, in the capacity of <<Designation of Signatory>>, is authorized to give the undertaking on behalf of <<Name of the bidder>>.

We wish to inform you that we have read and understood the technical specification and total requirement of the above mentioned bid submitted by us on **DD.MM.2020**.

We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliant with specifications mentioned in the bid document.

We also explicitly understand that all quoted items meet technical specification of the bid & that such technical specification overrides the brochures/standard literature if the same contradicts or is absent in brochures.

In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of Committee for disqualification will be accepted by us.

The Information provided in our submitted bid is correct. In case any information provided by us are found to be false or incorrect, you have right to reject our bid at any stage including forfeiture of our EMD/ PBG/cancel the award of contract. In this event, GIL reserves the right to take legal action on us.

Thanking you,

Dated this _____ day of _____ 2020

Signature: _____

(In the Capacity of) : _____

Duly authorized to sign bid for and on behalf of

Note: This form should be signed by authorized signatory of bidder

Section - 5

Price Bid Schedule

Financial Bid Format

Sr. No.	Standards & Subjects	Total amount with 5 years of Warranty support (In Rs.) (without tax)	Rate of GST (%)
1	Standard 1- Pragna		
2	Standard 1- Mathematics		
3	Standard 2- Pragna		
4	Standard 2- Mathematics		
5	Standard 3- Aaspas (EVS)		
6	Standard 3- English		
7	Standard 3- Gujarati		
8	Standard 3- Mathematics		
9	Standard 4- Aaspas (EVS)		
10	Standard 4- English		
11	Standard 4- Gujarati		
12	Standard 4- Hindi		
13	Standard 4- Mathematics		
	Grand Total (in Rs.) without tax		

Note:

- The rates quoted above shall be inclusive of all the expenses & 5 years warranty and maintenance support services. The rates quoted shall include the efforts of design, development, commissioning & maintenance support services of Learning Management System.
- Grand Total without tax will be considered for evaluation.
- No extra charge will be paid to the Firm/Company apart from the prices quoted above during the contract period.
- Taxes are extra as applicable at the time of invoicing.

Format of Earnest Money Deposit in the form of Bank Guarantee

Ref:

Bank Guarantee No.

Date:

To,

DGM (App.)

Gujarat Informatics Limited
Block No. 2, 2nd Floor Karmayogi Bhavan,
Sector - 10, Gandhinagar – 382010,
Gujarat, India

Whereas ----- (here in after called "the Bidder")) has submitted its bid dated ----- in response to the Tender no: **(RFP.NO. GIL\SSA\ e-Content 1 to 4\2019-20 DATE: 27.01.2020)** RFP for Selection of Agency for Development of e-Content for Standard 1 to 4 for Samagra Shiksha (SS) on behalf of Gujarat Institute of Educational Technology (GIET), Ahmedabad KNOW ALL MEN by these presents that WE ----- having our registered office at ----- (hereinafter called "the Bank") are bound unto the _____, Gujarat Informatics Limited in the sum of ----- for which payment well and truly to be made to Gujarat Informatics Limited , the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this -----day of ----- 2020.

THE CONDITIONS of this obligation are:

1. The E.M.D. may be forfeited:

- a. if a Bidder withdraws its bid during the period of bid validity
- b. Does not accept the correction of errors made in the tender document;
- c. In case of a successful Bidder, if the Bidder fails:
 - (i) To sign the Contract as mentioned above within the time limit stipulated by purchaser or
 - (ii) To furnish Performance bank guarantee for delivery as mentioned above or
 - (iii) If the bidder is found to be involved in fraudulent practices.
 - (iv) If the bidder fails to submit the copy of purchase order & acceptance thereof.
 - (v) If the successful bidder fails to submit the Performance bank guarantee for delivery & sign the Contract Form within prescribed time limit, the EMD of the successful bidder will be forfeited. GIL/GIET also reserves the right to blacklist such bidder from

participating in future tenders if sufficient cause exists.

We undertake to pay to the GIL/Purchaser up to the above amount upon receipt of its first written demand, without GIL/Purchaser having to substantiate its demand, provided that in its demand GIL/Purchaser will specify that the amount claimed by it is due to it owing to the occurrence of any of the abovementioned conditions, specifying the occurred condition or conditions.

This guarantee will remain valid up to validity of **12 months** from the date of bid submission. The Bank undertakes not to revoke this guarantee during its currency without previous consent of the OWNER/PURCHASER and further agrees that the guarantee herein contained shall continue to be enforceable till the OWNER/PURCHASER discharges this guarantee

The Bank shall not be released of its obligations under these presents by any exercise by the OWNER/PURCHASER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the OWNER/PURCHASER or any other indulgence shown by the OWNER/PURCHASER or by any other matter or things.

The Bank also agree that the OWNER/PURCHASER at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the SELLER and notwithstanding any security or other guarantee that the OWNER/PURCHASER may have in relation to the SELLER's liabilities.

Dated at _____ on this _____ day of _____ 2020.

Signed and delivered by

For & on Behalf of

Name of the Bank & Branch & Its official Address

Approved Bank: All Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative Banks and Rural Banks (operating in India having branch at Ahmedabad/Gandhinagar) as per the G.R. no. EMD/10/2018/18/DMO dated 16.04.2018 (http://www.gil.gujarat.gov.in/grs/DMO_2173_16_Apr_2018_714.pdf) issued by Finance Department or further instruction issued by Finance department time to time; in the name of "Gujarat Informatics Ltd." payable at Gandhinagar.

Section - 6

**Performa of Contract-cum-Equipment
Performance Bank Guarantee**
(To be stamped in accordance with Stamp Act)

Ref:

Bank Guarantee No.

Date:

To

Name & Address of the Purchaser/Indenter

Dear Sir,

In consideration of Name & Address of the Purchaser/Indenter, Government of Gujarat, Gandhinagar (hereinafter referred to as the OWNER/PURCHASER which expression shall unless repugnant to the context or meaning thereof include successors, administrators and assigns) having awarded to M/s having Principal Office at (Hereinafter referred to as the "SELLER" which expression shall unless repugnant to the context or meaning thereof include their respective successors, administrators, executors and assigns) the supply of _____ by issue of Purchase Order No..... Dated issued by <<GoG Department>> for and on behalf of the OWNER/PURCHASER and the same having been accepted by the SELLER resulting into CONTRACT for supplies of materials/equipments as mentioned in the said purchase order and the SELLER having agreed to provide a Contract Performance and Warranty Guarantee for faithful performance of the aforementioned contract and warranty quality to the OWNER/PURCHASER, _____ having Head Office at (hereinafter referred to as the 'Bank' which expressly shall, unless repugnant to the context or meaning thereof include successors, administrators, executors and assigns) do hereby guarantee to undertake to pay the sum of Rs. _____ (Rupees _____) to the OWNER/PURCHASER on demand at any time up to _____ without a reference to the SELLER. Any such demand made by the OWNER/PURCHASER on the Bank shall be conclusive and binding notwithstanding any difference between Tribunals, Arbitrator or any other authority.

The Bank undertakes not to revoke this guarantee during its currency without previous consent of the OWNER/PURCHASER and further agrees that the guarantee herein contained shall continue to be enforceable till the OWNER/PURCHASER discharges this guarantee. OWNER/PURCHASER shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee from time to time to extend the time for performance by the SELLER of the aforementioned CONTRACT. The OWNER/ PURCHASER shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the SELLER, and to exercise the same at any time in any manner, and either to enforce to forebear to enforce any covenants contained or implied, in the aforementioned

CONTRACT between the OWNER/PURCHASER and the SELLER or any other course of or remedy or security available to the OWNER/PURCHASER.

The Bank shall not be released of its obligations under these presents by any exercise by the OWNER/PURCHASER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the OWNER/PURCHASER or any other indulgence shown by the OWNER/PURCHASER or by any other matter or things.

The Bank also agree that the OWNER/PURCHASER at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the SELLER and not withstanding any security or other guarantee that the OWNER/PURCHASER may have in relation to the Seller's liabilities.

Notwithstanding anything contained herein above our liability under this Guarantee is restricted to Rs. _____ (Rupees _____) and it shall remain in force up to and including _____ and shall be extended from time to time for such period as may be desired by the SELLER on whose behalf this guarantee has been given.

Dated at _____ on this _____ day of _____ 2020.

Signed and delivered by

For & on Behalf of

Name of the Bank & Branch &
Its official Address

List of approved Banks

Approved Bank: All Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative & Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/10/2018/18/DMO dated 16.04.2018 (http://www.gil.gujarat.gov.in/grs/DMO_2173_16_Apr_2018_714.pdf) issued by Finance Department or further instruction issued by Finance department time to time.

CONTRACT FORM

THIS AGREEMENT made the _____ day of _____, 2020 ____ Between
_____ (*Name of purchaser*) of _____
(*Country of Purchaser*) hereinafter “the Purchaser” of the one part and
_____ (*Name of Supplier*) of
_____ (*City and Country of Supplier*) hereinafter called “the Supplier” of
the other part :

WHEREAS the Purchaser is desirous that certain Goods and ancillary services viz.,

_ (*Brief Description of Goods and Services*) and has accepted a bid by the Supplier for the supply of
those goods and services in the sum of
_____ (*Contract Price in Words and Figures*)
hereinafter called “the Contract Price in Words and Figures” hereinafter called “the Contract Price.”

NOW THIS AGREEMENT WITHNESSETH AS FOLLOWS:

- 1 In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
- 2 The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - 2.1 the Bid Form and the Price Schedule submitted by the Bidder;
 - 2.2 terms and conditions of the bid
 - 2.3 the Purchaser’s Notification of Award
- 3 In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
- 4 The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
- 5 Particulars of the goods and services which shall be supplied / provided by the Supplier are as enlisted in the enclosed annexure:

TOTAL VALUE:

DELIVERY SCHEDULE:

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the

Said _____ (For the Purchaser)

In the presence of _____

Signed, Sealed and Delivered by the

Said _____ (For the Supplier)

In the presence of _____

AFFIDAVIT

(TO BE SUBMITTED PHYSICALLY ALONG WITH EMD & BID PROCESSING FEES)

(To be submitted IN ORIGINAL on Non-Judicial Stamp Paper of Rs 100/- duly attested by First Class Magistrate/ Notary public)

I/We, _____, age _____ years residing at _____ in capacity of _____ M/s. _____ hereby solemnly affirm that

All General Instructions, General Terms and Conditions, as well as Special Terms & Conditions laid down on all the pages of the Tender Form, have been read carefully and understood properly by me which are completely acceptable to me and I agree to abide by the same.

I / We have submitted following Certificates / Documents for T.E. as required as per General Terms & Conditions as well as Special Terms & Conditions of the tender

Sr. No.	Name of the Document
1	
2	

All the Certificates / Permissions / Documents / Permits / Affidavits are valid and current as on date and have not been withdrawn / cancelled by the issuing authority.

It is clearly and distinctly understood by me that the tender is liable to be rejected if on scrutiny at any time, any of the required Certificates / Permissions / Documents / Permits / Affidavits is / are found to be invalid / wrong / incorrect / misleading / fabricated / expired or having any defect.

I / We further undertake to produce on demand the original Certificate / Permission / Documents / Permits for verification at any stage during the processing of the tender as well as at any time asked to produce.

I / We also understand that failure to produce the documents in "Prescribed Proforma" (wherever applicable) as well as failure to give requisite information in the prescribed Proforma may result in to rejection of the tender.

My / Our firm has not been banned / debarred/ black listed at least for three years (excluding the current financial year) by any Government Department / State Government / Government of India / Board / Corporation / Government Financial Institution in context to purchase procedure through tender.

I / We confirm that I / We have meticulously filled in, checked and verified the enclosed documents / certificates / permissions / permits / affidavits / information etc. from every aspect and the same are enclosed in order (i.e. in chronology) in which they are supposed to be enclosed. Page numbers are given on each submitted document. Important information in each document is "highlighted" with the help of "marker pen" as required.

The above certificates/ documents are enclosed separately and not on the Proforma printed from tender document.

I I We say and submit that the Permanent Account Number (PAN) given by the Income Tax Department is _____, which is issued on the name of _____ [Kindly mention here either name of the Proprietor (in case of Proprietor Firm) or name of the tendering firm;1, whichever is applicable].

I I We understand that giving wrong information on oath amounts to forgery and perjury, and I/We am/are aware of the consequences thereof, In case any information provided by us are found to be false or incorrect, you have right to reject our bid at any stage including forfeiture of our EMD/PBG/cancel the award of contract. In this event, this office reserves the right to take legal action on me/us.

I / We have physically signed & stamped all the above documents along with copy of tender documents (page no. ---- to --).

I I We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliment with specification mentioned in the bid document.

My I Our Company has not filed any Writ Petition, Court matter and there is no court matter filed by State Government and its Board Corporation, is pending against our company.

I / We hereby commit that we have paid all outstanding amounts of dues/taxes/cess/charges/fees with interest and penalty.

In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of Tender Committee for disqualification will be accepted by us.

Whatever stated above is true and correct to the best of my knowledge and belief.

Date:

Stamp & Sign of the Tenderer

Place:

(Signature and seal of the Notary)

Annexure B

The Compliance sheet with the list of parameters to be complied by bidder for eContent development

Sr. No.	Features description	Complied (Yes or No)
A		
1	Syllabus & Text Book based	
2	Animated videos (2D and / or 3D)	
3	Reference/ supplementary materials	
4	Assessments	
5	Analysis	
6	Learning Outcomes based mapping of Content	
7	Instructor Led Videos	
B	Content	
1	Content should be aligned with Curriculum/ Learning outcomes.	
2	Content should be accurate.	
3	Content should be up-to-date.	
4	Content range and depth should be appropriate to learner needs.	
5	Content should be comprehensible for the target groups.	
6	Level of difficulty should be appropriate for intended audience.	
7	The information should be arranged in a logical sequence.	
8	Content integrates real-life/ real-world experiences.	
9	Content chunking and sequencing are appropriate.	
10	Content should not be derogatory to any gender/ community/ group.	
11	Content should be supported by relevant examples, illustrations, data, statistics etc.	
12	Content should be free from biases like language, caste, community, region, religion, gender etc.	
13	Content should address the relevant concerns like environmental, peace-oriented values, children with special needs etc.	
C	Pedagogical consideration	
1	Instructional goals, objectives and learner outcomes are clearly stated.	
2	Prerequisite knowledge has been stated clearly.	
3	Instructional prerequisites are clearly stated or easily inferred.	
4	Suitable for a wide range of learning/teaching styles.	
5	Promotes learner engagement	
6	Promotes active learning	
7	Promotes thinking.	
8	Helps in the development of application ability.	
9	Helps in retaining the interest.	
10	Encourages interaction.	
11	Encourages learners' creativity.	
12	Encourages learners to work independently.	
13	Encourages self-paced learning.	
14	Promotes development of basic ICT skills.	

15	Media type/ form of eContent/ presentation format is appropriate to the content treatment and learners	
16	Concepts are clearly introduced.	
17	Concepts are clearly developed.	
18	Concepts are clearly summarized.	
19	Supports integrated approach and thematic linkages across curriculum	
20	Non-technical vocabulary used appropriately.	
21	Technical terms are consistently explained introduced.	
22	Pedagogy/ andragogy is innovative.	
23	Supports extending or building upon learners' basic knowledge.	
24	Sequencing and chunking allows for appropriate contextual use.	
25	Adequate/appropriate pre and post activities of using eContent (viewing/ listening/ writing etc.) are suggested.	
26	Adequate/appropriate assessment/evaluation tools/ techniques are provided.	
27	Self-assessment questions/ activities covers the content/subject matter wholistically.	
28	The assessment is in consonance with the objectives and learning outcomes.	
29	Questions addressing different level (remembering, comprehending, evaluating, creating etc.) are included in the assessment.	
30	User inputs are tracked.	
31	Feedback is non-threatening, immediate, positive, motivational.	
32	Feedback is user-sensitive and appropriate to user's previous responses.	
33	Qualitative feedback is used wherever appropriate.	
D	Technical	
1	Volume and quality of sound are appropriate.	
2	Narration is appropriate to instructional purposes (pacing, modulation, clarity, gender etc.)	
3	Music and sound effects are appropriate and effective for instructional purposes.	
4	Appropriate support materials are provided.	
5	Visual effects/ transitions are used appropriately to highlight story and topic	
6	Animation/graphics are appropriate and clear.	
7	Titles/captions are appropriate and clear	
8	Presentation should be logical and varied	
9	Pacing should be appropriate.	
10	Variety of mediums used.	
11	Media elements have unity/ congruence / sync with each other	
12	Character size, typeface is appropriate.	
13	Layout is logical and consistent	
14	Packaging is suitably designed.	
15	User interface is interactive and user-friendly.	
16	Illustrations/visuals are effective/appropriate.	

17	Makes balanced use of graphics, animation, audio, video ect.	
18	Feedback and progress is integrated appropriately.	
19	Navigation be easy.	
20	User navigation is appropriate to the target audience.	
21	Hyperlinks are appropriately linked.	
22	Help function is provided and appropriate.	
23	Appropriate instructions for using eContent have been provided.	

Annexure C

The Topics which covers whole syllabus provided by the Samagra Shiksha (SS), Gujarat Institute of Educational Technology (GIET), Ahmedabad for Development of e-Content for Standard 1 to 4.

Standard – 1st Subject: Pragna

ક્રમ	સેમેસ્ટર	પ્રકરણ નંબર	પ્રકરણ નામ
૧		એકમ- 1	અજબ જેવી વાત છે
૨		એકમ-2	આવ રે વરસાદ
૩		એકમ- 3	મને વ્હાલા લાગે મારા બા
૪		એકમ- 4	સંપ તો રાખવો પડે
૫		એકમ- 5	ટોપીવાળો ફેરિયો
૬		એકમ- 6	લાલુ અને પીળુ
૭		એકમ- 7	કુલણજી દેડકો
૮		એકમ- 8	હું પણ

Standard – 1st Subject: Mathematics

ક્રમ	સેમેસ્ટર	પ્રકરણ નંબર	પ્રકરણ નામ
૧	પ્રથમ	૧	આકૃતિ અને સ્થાન
૨		૨	૧ થી ૫ સુધીની સંખ્યાઓ
૩		૩	૬ થી ૯ની સંખ્યાઓ
૪		૪	સરવાળો
૫		૫	બાદબાકી
૬	દ્વિતીય	૬	૧૦ થી ૨૦ સુધીની સંખ્યાઓ
૭		૯	૨૧ થી ૫૦ સુધીની સંખ્યાઓ
૮		૧૧	પેટન
૯		૯	૫૧ થી ૧૦૦ સુધીની સંખ્યાઓ

Standard – 2nd Subject: Pragna

ક્રમ	સેમેસ્ટર	પ્રકરણ નંબર	પ્રકરણ નામ
૧		એકમ- 1	આ દાતરડું કેવું
૨		એકમ-2	મિત્રની મદદ
૩		એકમ- 3	યજ્ઞનો ઘોડો
૪		એકમ- 4	અચ્ચર આવે
૫		એકમ- 5	ચપટી વાગે પદ્ પદ્
૬		એકમ- 6	બચ્ચુ કહે
૭		એકમ- 7	પવન અને સુર્ય
૮		એકમ- 8	લાલચનું પરિણામ
૯		એકમ- 9	તુ આવ મજાની ખિસ્કોલી
૧૦		એકમ- 10	કંઈ એકલા ખવાય?
૧૧		એકમ- 11	દલો તરવાડી

Standard – 2nd Subject: Mathematics

ક્રમ	સેમેસ્ટર	પ્રકરણ નંબર	પ્રકરણ નામ
૧	પ્રથમ	૧૫	શું છે લાબું? શું છે ગોળ?
૨		૧૬	જૂથમાં ગણતરી
૩		૧૭	તમે કેટલું વજન ઉંચકી શકો છો?
૪		૧૮	દશકની ગણતરી
૫		૧૯	પેટન (તરાહ)
૬		૨૦	પગનાં નિશાન
૭		૨૧	જગ અને મગ
૮	દ્વિતીય	૨૨	દશક અને એકમ
૯		૨૩	મજાનો દિવસ
૧૦		૨૬	આપવું અને લેવું
૧૧		૨૭	સૌથી લાબું ડગલું

Standard – 3rd Subject: Aaspaas (EVS)

ક્રમ	સેમેસ્ટર	પ્રકરણ નંબર	પ્રકરણ નામ
૧	પ્રથમ	૧	પૂનમે શું જોયું?
૨		૨	વનપરી

૩		૩	પાણીજ પાણી
૪		૪	છોટુનું ઘર
૫		૫	ઘર એક શાળા
૬		૬	ખાધા વિના ના ચાલે
૭		૭	અનોખો સંવાદ
૮		૮	ફરરર.....
૯		૯	આવ રે વરસાદ
૧૦		૧૦	રસોડાની વાત
૧૧		૧૧	આપણા વાહનો
૧૨		૧૨	આપણા કામ
૧૩	દ્વિતીય	૧૩	આપણી લાગણીઓની ભાગીદારી
૧૪		૧૪	આપણો ખોરાક
૧૫		૧૫	માટીની મજા
૧૬		૧૬	માટું ઘર
૧૭		૧૭	પત્રનો - વાસ
૧૮		૧૮	રમતાં-રમતાં
૧૯		૧૯	આપણાં સાથી
૨૦		૨૦	કેટલા રે કેટલા?
૨૧		૨૧	પાણી બચાવીએ
૨૨		૨૨	ડાબું-જમણું
૨૩		૨૩	સુંદર કપડાં
૨૪		૨૪	જીવવનું જાળું
૨૫		૨૫	મારો તાલુકો

Standard – 3rd Subject: English

ક્રમ	સેમેસ્ટર	પ્રકરણ નંબર	પ્રકરણ નામ
૧	દ્વિતીય	Section:1	Activity Treasure:1 Clap Your Hands
૨		Section:2	Activity Treasure:2 What is This?
૩		Section:3	Activity Treasure:3 Grapes: Green and Juicy
૪		Section:4	Activity Treasure:4 Where is it?
૫		Section:5	Activity Treasure:5 My Classroom, My Teacher
૬		Section:6	Activity Treasure:6 I Like English

Standard – 3rd Subject: Gujarati

ક્રમ	સેમેસ્ટર	પ્રકરણ નંબર	પ્રકરણ નામ
૧	પ્રથમ	૧	સિંહ અને ઉંદર
૨		૨	નમીએ તુજને
૩		૩	સાચું તીર્થ
૪		૪	ચાંદલો ગમે
૫		૫	ઠાગાઠેયા કડું છું
૬		૬	જોડકણાં
૭	દ્વિતીય	૭	કીડી અને કબુતર
૮		૮	હું છું ખાખીબાવો
૯		૯	કંઈ એકલા ખવાય
૧૦		૧૦	જન્મદિનની ઉજવણી
૧૧		૧૧	ફાગણિયો લહેરાયો
૧૨		૧૨	બકરી બહેન
૧૩		૧૩	બતકનું બચું
૧૪		૧૪	ઉખાણા

Standard – 3rd Subject: Mathematics

ક્રમ	સેમેસ્ટર	પ્રકરણ નંબર	પ્રકરણ નામ
૧	પ્રથમ	૧	ક્યાંથી જોવું?
૨		૨	સંખ્યાની ગમ્મત
૩		૩	આપો અને લો
૪		૪	લાબું અને ટૂંકું
૫		૫	આકાર અને ભાત
૬		૬	આપ લે ની રમત
૭		૭	સમય વહી જાય છે
૮	દ્વિતીય	૮	વધુ ભારે કોણ?
૯		૯	કેટલા વખત?
૧૦		૧૦	ભાત (પેટન)ની રમત
૧૧		૧૧	જગ અને મગ
૧૨		૧૨	આપણે ભાગ પાડી શકીશું?
૧૩		૧૩	સ્માર્ટ ચાર્ટ

૧૪		૧૪	રૂપિયા-પૈસા
----	--	----	-------------

Standard – 4th Subject: Aaspaas (EVS)

ક્રમ	સેમેસ્ટર	પ્રકરણ નંબર	પ્રકરણ નામ
૧	પ્રથમ	૧	રોજ નિશાળે જઇએ
૨		૨	કાનથી કાન
૩		૩	નંદુ સાથે એક દિવસ
૪		૪	અમૃતાની વાર્તા
૫		૫	અનીતા અને મધમાખીઓ
૬		૬	રિયાની મુસાફરી
૭		૭	રિયાની ટ્રેન મોડી પડી
૮		૮	રિયા પહોંચી મામાને ઘરે
૯		૯	બદલાતાં કુટુંબો
૧૦		૧૦	કબડ્ડી.....કબડ્ડી.....કબડ્ડી
૧૧		૧૧	વાડીમાં
૧૨		૧૨	બદલાતો સમય
૧૩	દ્વિતીય	૧૩	નદીની સફર
૧૪		૧૪	રાજુનું ખેતર
૧૫		૧૫	બજારથી ઘર સુધી
૧૬		૧૬	કામનો મહિનો
૧૭		૧૭	તેજલ અમદાવાદમાં
૧૮		૧૮	ગામ-ગામનાં પાણી
૧૯		૧૯	સાથે જમીએ
૨૦		૨૦	ખોરાક અને મજા
૨૧		૨૧	જગત મારા ઘરમાં
૨૨		૨૨	પટોળાં
૨૩		૨૩	દેશ-પરદેશ
૨૪		૨૪	મસાલેદાર કોપડા
૨૫		૨૫	મારો જિલ્લો

Standard – 4th Subject: English

ક્રમ	સેમેસ્ટર	પ્રકરણ નંબર	પ્રકરણ નામ
------	----------	-------------	------------

૧	પ્રથમ	Unit-1	Get up and Dance
૨		Unit-2	Things around you
૩		Unit-3	My Family
૪	દ્વિતીય	Unit-4	Our Helpers
૫		Unit-5	Here We Are Dancing
૬		Unit-6	Kuku is Calling

Standard – 4th Subject: Gujarati

ક્રમ	સેમેસ્ટર	પ્રકરણ નંબર	પ્રકરણ નામ
૧	પ્રથમ	૧	નાવડી ચાલી
૨		૨	ઠંડી
૩		૩	સાચી હજ
૪		૪	લાખો વણજારો
૫		૫	ઉખાણાં
૬		૬	રાતાં ફૂલ
૭		૭	કલાકારની ભૂલ
૮	દ્વિતીય	૮	પત્ર લખવાની મજા!
૯		૯	કું તો પુછું
૧૦		૧૦	મૂરખનો સરદારો
૧૧		૧૧	ઉંટ અને ફકીર
૧૨		૧૨	બાળ નરેન્દ્ર
૧૩		૧૩	પંખીઓએ પાણી પાતું
૧૪		૧૪	સૈનિક સૈનિક રમીએ
૧૫		૧૫	બે બહાદુર છોકરાઓ

Standard – 4th Subject: Hindi

ક્રમ	સેમેસ્ટર	પ્રકરણ નંબર	પ્રકરણ નામ
૧	દ્વિતીય	૧	નઈ રાહ
૨		૨	બઢતે કદમ
૩		૩	ગિનતી (૧ સે ૨૦)
૪		૪	અપને બારે મેં.....
૫		૫	ધમ્મક ધમ્મમ આતા હાથી

૬		૬	ટપકા કા ડર
૭		૭	ઝૂલા
૮		૮	ચતુર ચૂફા

Standard – 4th Subject: Mathematics

ક્રમ	સેમેસ્ટર	પ્રકરણ નંબર	પ્રકરણ નામ
૧	પ્રથમ	૧	ઇંટોની ઇમારત
૨		૨	લાબું અને ટૂંકું
૩		૩	ભોપાલનો પ્રવાસ
૪		૪	ટીક-ટીક-ટીક
૫		૫	દુનિયા જોવાનો રસ્તો
૬		૬	ભંગાર વેચનાર
૭		૭	જગ અને મગ
૮	દ્વિતીય	૮	ગાડું અને પૈડા
૯		૯	અડધુ અને પા
૧૦		૧૦	પેઈનની રમત
૧૧		૧૧	ઘડિયા અને ભાગાકાર
૧૨		૧૨	કેટલું ભારે? કેટલું ફલકું?
૧૩		૧૩	ખેતર અને તેની ફરતે વાડ
૧૪		૧૪	સ્માઈ ચાઈ