

**Part - I**

Name of Authority Inviting Tender: **STATE PROJECT DIRECTOR, MIZORAM RMSA MISSION SOCIETY**

1. Name of Work: **Supply and Installation of Digital Language Lab under Mizoram RMSA Mission Society**
2. Completion Period: **Within 1 (one) month from issue of work order**
3. Date of issue of Inviting Tender: **16<sup>th</sup> March, 2018**
4. Deadline for receiving Bids: **16<sup>th</sup> April, 2018 up to 12:30 PM**
5. Time & Date for Opening Technical Bids: **16<sup>th</sup> April, 2018 at 1:00 PM**
6. Time & Date for Opening Financial Bids: **16<sup>th</sup> April, 2018 at 3:00 PM**
7. Place of Opening Bids: **Office of the State Project Director, Mizoram RMSA Mission Society**
8. Last date of Bid validity: **Seventy five days from opening of Technical Bids**
9. Officer inviting bids: **State Project Director, Mizoram RMSA Mission Society.**

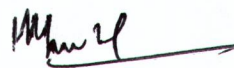


**Part – II**

**NOTICE INVITING TENDER**

***Invitation for Supply and Installation of Digital Language Lab under Mizoram RMSA Mission Society***

1. The State Project Director, Mizoram RMSA Mission Society issues ***“Notice Inviting Tender”*** from a reliable Company/Agent/Distributor dealing with digital language software for Supply and Installation of Digital Language Lab under Mizoram RMSA Mission Society for 8 Schools.
2. Detail can be obtained from the Office of the State Project Director, Mizoram RMSA Mission Society, Top Floor, Directorate of School Education Building, Mc Donald Hill, Zarkawt, Aizawl (Tel – 0389 2306630, Tele/Fax 0389 2340377) or may be downloaded from **www.mizoramrmsa.gov.in** on payment of Rs. 500/- per document (non refundable) on working days from **16<sup>th</sup> March, 2018 upto 12:30 PM of 16<sup>th</sup> April, 2018** during office hours.



**(K.LALTHAWMMAWIA)**

State Project Director  
Mizoram RMSA Mission Society

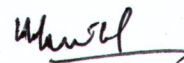


**Part – III****NOTICE INVITING TENDER**

1. The State Project Director, Mizoram RMSA Mission Society issues **“Notice Inviting Tender”** from a reliable Company/Agent/Distributor dealing with digital language software for Supply and Installation of Digital Language Lab under Mizoram RMSA Mission Society for 8 Schools. Detail specification of per school requirement is as given under:

| Sl No | Item                 | Description   | Quantity |
|-------|----------------------|---|----------|
| 1     | Digital Language Lab | <b>Software:</b><br>Interactive Instructor Console for 1 (one) teacher<br>Interactive Student Consoles for at least 20 (twenty) students<br>Lesson Studio<br>Integrated Extensive English language learning materials and exercises<br><b>Along with:</b><br>Installation CDs with installation guides & user’s manual<br>Certificate of installation and License agreement<br><br>(as per detail specifications given in <b>Appendix to Instructions to Bidders (AITB)</b> ) | 1        |

2. Details can be obtained from the Office of the State Project Director, Mizoram RMSA Mission Society, Top Floor, Directorate of School Education Building, Mc Donald Hill, Zarkawt, Aizawl (Tel – 0389 2306630, Tele/Fax 0389 2340377) or may be downloaded from **www.mizoramrmsa.gov.in** on payment of Rs. 500/- per document (non refundable) on working days from **16<sup>th</sup> March, 2018 upto 12:30 PM of 16<sup>th</sup> April, 2018** during office hours.
3. Bids must be accompanied by Earnest Money of the amount specified in Part IV (Clause 11) of the ITB”.
4. The bid for the work shall remain open for acceptance for a period of 75 days from the date of opening of bids. If any bidder withdraws his bid before the said period or makes any modification in the terms and conditions of the bid. The said Earnest Money shall stand forfeited.
5. Other details can be seen in the bidding documents.


**(K.LALTHAWMMAWIA)**

State Project Director  
Mizoram RMSA Mission Society



**Part – IV**  
**INFORMATION TO BIDDERS (ITB)**

**1. Scope of Bid:**

- 1.1 The purpose of this assignment is to obtain independent and objective assessment of the quality of digital language lab to be procured under Mizoram RMSA Mission Society (referred to as the Society for brevity's sake hereinafter), and to assure that the same are of best quality at the most affordable price.
- 1.2 The Successful Bidder will be expected to complete the supply by the intended completion period as specified in part – I of the tender document.
- 1.3 Extension of time will be allowed only if the hindrance are submitted to State Project Director and are found to be reasonable.

**2. Eligible Bidders:**

- 2.1 This Invitation for Bids is opened to all bidders as defined in clause 3 of ITB.
- 2.2 Bidder shall not be under a declaration of ineligibility for corrupt and fraudulent practices by the Central Government, State Govt. or any Public undertaking by whatever name called under the Central or the State Govt.

**3. Qualification of the Bidders:**

The bidder must be the owner of a reliable company/firm or agents or distributor dealing with digital language lab that are able to supply and install the items as given in Part III and AITB of the tender document.

- 3.1 All Bidders should include the following information and documents with their bids:
  - (a) **Self attested copies of documents** defining the constitution or legal status, place of registration and principal place of business, written power of Attorney of the Signatory of the bid to commit the bidder.
  - (b) Total monetary value of similar works performed for each of the last 2 years **(compilation sheet and supporting documents should be attached)**.
  - (c) Experience in works of a similar nature during the last 2 years and detail of works in progress or contractually committed, if any, supported by copies of work order **(compilation sheet and supporting documents should be attached)**.

**Note: Sl. No. 3.1 (b) and (c) may be produced in one document and original copies should be produced at the time of bid opening and at any other time as may be required by the society.**

- 3.2 Each bidder must produce:
  - (a) An affidavit that the information furnished with the bid documents is correct in all respects **(original document should be attached)**.
- 3.3 Financial status (Balance Sheet) certified by Chartered Accountant firm for the last minimum 2 years to show financial soundness with a transaction not less than half the contract price.
- 3.4 Bank certificate showing soundness of capital investments **(original document should be attached)**.



**4. Disqualification:**

- 4.1 Absence of anyone of the documents stated on clauses 3.1 to 3.4 will be disqualified with the acceptance of the Bidders.

Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:

- (a) Made misleading or false representation in the forms, statements, affidavits and attachment, submitted in proof of the qualification requirements, and /or
- (b) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.
- (c) Participated in previous bidding for the same type of work and had quoted unreasonably high or low bid prices and could not furnish rational justification for it to the Society.

**5. No. of Bid per bidder:**

- 5.1 Each bidder shall submit only 1 bid for 1 work. A bidder who submits more than 1 bid for the same work will cause the proposals with the bidder's participation to be disqualified.

**6. Pre-Bid Meeting:**

- 6.1 Pre-Bid meeting **at the request of majority of the potential bidder** may be arranged at the time and place fixed by the Society.
- 6.2 The Bidder or his authorized representative shall be invited to attend Pre-Bid Meeting.
- 6.3 The purpose of the meeting shall be to clarify issues and to answer question to any matter that may be raised at the stage.
- 6.4 Non-attendance at the Pre-Bid Meeting will not be a cause for disqualification of a bidder.

**7. Amendment of Bidding Documents:**

- 7.1 Before the deadline for submission of bids, the Society may modify the bidding documents by issuing addenda.
- 7.2 Any addendum thus issued shall be part of the bidding documents and shall be notified.
- 7.3 To give prospective bidders reasonable time in which to take an addendum into account in preparing their bids, the Society shall extend, as necessary, the deadline for submission of bids.

**8. Language of Bids:**

- 8.1 All documents relating to the bid shall be in English.

**9. Documents Comprising the Bids:**

- 9.1 The Bids submitted by the bidder shall be in two separate parts.

**Part –I**

It shall be named "Technical Bid" and shall comprise of:

- (a) Earnest Money in a separate sealed envelope cover marked, "Earnest Money".
- (b) Qualification information, supporting documents, affidavit as specified in clause 3 of ITB.



- (c) An Affidavit affirming that information he has furnished in the bidding document is correct to the best of his knowledge and belief.

**Part – II**

It shall be named “Financial Bid” and shall comprise of:

- (a) Form of bid as specified in Part VII.  
(b) Priced Bill of Quantities as specified in Part IX.

Each part shall be separately sealed and marked in accordance with sealing and marking instruction in clause 13.

**10. Bid Price:**

- 10.1 All duties, taxes, royalties and other levies payable by the bidder under the contract, or for any other cause, shall be included in the rates, prices, and total bid price submitted by the bidder.  
10.2 The rates and prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment.  
10.3 All rates/prices quoted should be FOR destination.

**11. Earnest Money:**

- 11.1 The bidder shall furnish, as part of the bid, Earnest Money of 2% of the estimated cost.  
11.2 The Earnest Money shall, at the Bidder's option, be in the form of **Fixed Deposit/ Deposit at Call of a Scheduled Bank guaranteed by the Reserve Bank of India** and issued in favour of the name given in Part – I (the Society). The Fixed Deposit Receipt/ Deposit at Call Receipt shall be **valid for at least for 4 months**.  
11.3 The Earnest Money of unsuccessful bidders will be returned.  
11.4 The Earnest Money of the successful bidder will be discharged when the bidder has signed the Agreement and furnished the required Performance Security or may be used as part of Performance Security.

**12. Format and Signing of Bids:**

- 12.1 The Bidder shall submit 1 set of the bid comprising of the Documents as described in clause 9.  
12.2 All Pages (**both front and back side**) of the bid shall be signed by the bidder.  
12.3 The bids shall contain no over writing, alteration or addition, except those to comply with instructions issued by the Society, or as necessary to correct errors made by the bidders, in which case such corrections shall be made by scoring out the cancelled portion, writing the correction and initialing and dating it by the bidder.

**13. Sealing & Marking of bids:**

- 13.1 The Bidder shall place the two separate envelopes (called inner envelopes) marked “Technical Bid” and “Financial Bid” in one outer envelope. The inner envelope will have markings as follows:  
Technical Bid: To be opened on Date & Time of Technical Bid opening as indicated in Part - I  
Financial Bid: Not to be opened except with the approval of the Society.



The contents of the Technical and Financial Bids shall be as specified in clause 9.1 of ITB

13.2 The inner and outer envelopes containing the Technical & Financial Bids shall–

- (a) Be addressed to the Society at the address provided in the Part I
- (b) Provide a warning not to be opened before the specified time and date for Bid opening as defined in Part – I.

**14. Deadline for submission of Bids**

14.1 Complete Bids (Including Technical and Financial) must be received by the Society at the address specified in the Part – I not later than the date and time indicated in Part – I

14.2 The Society may extend the deadline for submission of Bids by issuing an amendment in accordance with clause 7, in which case all rights and obligations of the Society and the Bidders previously subject to the original deadline will then be subject to the new deadline.

**15. Bid Opening:**

15.1 The Society will open the Bids received (except those received late) in the presence of the Bidders/Bidders' representatives who chose to attend at the time, date and place specified in the Part – I.

15.2 The envelope containing the Technical Bid only shall be opened.

15.3 In all other cases the availability of Earnest Money, forms and validity shall be announced. Thereafter, the Bidders' names and such other details as the Society may consider appropriate, will be announced by the Society at the opening.

15.4 Evaluation of Technical Bids with respect to Bid Security, Qualification information and other information furnished in Part – I of Clause 9.1 shall be taken up immediately.

15.5 The Society shall inform, whose Technical bids are found responsive, date, time and place of opening as stated in Part – I.

15.6 At the Time of opening of the Financial Bids, the names of the bidders whose bids were found responsive in accordance with clause 15.4 of ITB will be announced. The financial bids of only these bidders will be opened. The remaining bids will be returned unopened to the Bidders. The responsive bidders' names, the bid prices, the total amount of each bid, and such other details as the Society may consider appropriate will be announced by the Society at the time of bid opening. Any bid price, which is not read out and recorded, will not be taken into account in Bid evaluation.

15.7 The Society shall prepare the minutes of the opening of the Financial Bids.

**16. Process to be Confidential:**

16.1 Information relating to the examination, clarification, evaluation and comparison of Bids and recommendations for the award of a contract shall not be disclosed to bidders or any other persons not officially concerned with such process until the award to the successful bidder has been announced. Any attempt by a bidder to influence the Society's processing of bids or award decisions may result in the rejection of his Bid.



**17. Clarification of Bids and Contacting the Society:**

- 17.1 No Bidder shall contact the Society on any matter relating to its Bid from the time of the Bid opening to the time the contract is awarded.
- 17.2 Any attempt by the Bidder to influence the Society's Bid evaluation, Bid comparison or contract award decision may result in the rejecting of his Bid.

**18. Examination of Bids and determination of Responsiveness:**

18.1 During the detailed Evaluation of "Technical Bids" the Society will determine whether each bid

- (a) meets the eligibility criteria define in clauses 2 & 3 (ITB)
- (b) has been properly signed
- (c) is accompanied by the required securities and
- (d) substantially responsive to the requirement of the Bidding Documents.

During the detailed Evaluation of the "Financial Bid", the responsiveness of the Bid will be further determined with respect to the remaining bid conditions, i.e., priced bill of quantities and technical specifications. In short, the responsiveness eligibility and/or Qualification of the Bidder shall be Evaluated based on:-

- i. Financial capability of the bidder.
  - ii. The Bidder capability to manage similar size and nature of work.
  - iii. The bidder past performance and experience in executing similar contract work.
  - iv. The bidder past litigation history.
  - v. Any other documents submitted by the bidder to augment the advantage in commencing the work.
- 18.2 A substantially responsive "Financial Bid" is one, which conforms to all the rates as quoted in the Bill of Quantities.
- 18.3 If a financial bid is not substantially responsive, it will be rejected by the Society, and may not subsequently be made responsive by correction or withdrawal of the non-conforming deviation or reservation.

**19. Award Criteria:**

- 19.1 The Society will award the contract to the bidder whose bid has been determined to be substantially responsive to the bidding documents and who has scored the highest mark in comparative statement provided that such bidder has been to be eligible in accordance with the provision of clause 2 and Qualified in accordance with the provision of Clause 3 of ITB.
- 19.2 The Society reserves the right to accept or reject any bid, and to cancel the bidding process and reject all bids, at any time prior to the award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the ground for the Society's action.
- 19.3 The Society will have the right not to award the lowest bidder without announcing any reason behind.
- 19.4 Item-wise selection shall not be undertaken while evaluating the bid, rather, whole package of the items as given in Sl. No. 1 of Part III shall be considered for evaluation and award of the contract for each FOR.



**20. Notification of Award & Signing of Agreement:**

- 20.1 The bidder whose bid has been accepted will be notified of the Award by the Society prior to expiration of the Bid Validity Period. This letter will state that the Society will pay to the successful bidder in consideration of the Execution and Completion.
- 20.2 The Notification of the Award will constitute the formation of the contract, subject only to the furnishing of a Performance Security in accordance with the provisions of clause 21.
- 20.3 The Agreement will incorporate all agreement between the Society and the successful Bidder. It will be signed by the Society and the successful Bidder after the Performance Security is furnished.

**21. Performance Security:**

- 21.1 Within 10 days after receipt of Letter of Acceptance, the successful bidder shall deliver to the Society, a Performance Security of 5% of the estimated cost.
- 21.2 The Performance Security shall be either in the form of a Bank Guarantee or Fixed Deposit Receipts in the name of the Society, from a Scheduled Bank guaranteed by the Reserve Bank of India, valid upto 60 days beyond the warranty period given in Claus 1 (i) of AITB.
- 21.3 Failure of the Successful Bidder to comply with the requirement of clause 21.1 shall constitute sufficient grounds for cancellation of the Award and forfeiture of the Earnest Money.

**Part – V**

**EVIDENCE OF ACCESS TO OR AVAILABILITY OF CREDIT FACILITIES  
BANK CERTIFICATE**

This is to certify that M/S \_\_\_\_\_  
is a reputed company/society /firm with a good financial standing. If the contract for the work,  
namely, \_\_\_\_\_  
is awarded to the above company/society /firm, we shall be able to provide overdraft/credit  
facilities to the extent of Rs. \_\_\_\_\_ (Rupees  
\_\_\_\_\_)  
only to meet their working capital requirements for executing the above contract.

Signature of Senior Bank Manager \_\_\_\_\_

Name of the Senior Bank manager \_\_\_\_\_

Address of the Bank \_\_\_\_\_

\_\_\_\_\_

Stamp of the Bank

Note: Certificate should be given in the letter head of the Bank.



**Part – VI**  
**Letter of Acceptance**

Date: \_\_\_\_\_

To,  
(Name of the Contractor)

(Address of the Contractor)  
\_\_\_\_\_

This is to notify you that the **Mizoram RMSA Mission Society** has accepted your Bid dated \_\_\_\_\_ for **Supply and Installation of Digital Language Lab under Mizoram RMSA Mission Society** for the Contract Price of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only as corrected and modified in accordance with the Instructions to Bidders is hereby accepted by our Society.

You are hereby requested to furnish Performance Security in the form detailed in Clause 21 of ITB for an amount of Rs \_\_\_\_\_ within 14 days of the receipt of this letter of acceptance valid up to 60 days from the date of expiry of Defects Liability Period \_\_\_\_\_ and sign the contract, failing which, action as stated in Clause 21.3 of ITB will be taken.

Yours faithfully,

Authorized Signature: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Name of Society: \_\_\_\_\_

**Part VII**  
**Form of bid**

To,

(Name of the Society) \_\_\_\_\_

Address (Address of the Society) \_\_\_\_\_

Description of the Work \_\_\_\_\_

1. I/We offer to execute the works described above and remedy any defects therein, and carry out the conditions of contract, specifications, Bill of Quantities and Addenda for item rate Contract (Total Bid Price) Rs. \_\_\_\_\_ (in figures) Rupees \_\_\_\_\_ (in words)
2. We undertake to commence the works on receiving work order in accordance with the contract documents.
3. This Bid and your written acceptance of it shall constitute a binding contract between us.
4. We understand that that you are not bound to accept the lowest or any Bid you receive.
5. We hereby confirm that this Bid complies with the Bid validity and Earnest Money required by the bidding documents and specified in the Appendix to ITB.

**Authorized Signature:** \_\_\_\_\_

**Name and Title of Signatory:** \_\_\_\_\_

**Name of Bidder:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Note : The Bidder shall fill in and submit this Bid form with the Bid



**Part – VIII**  
**TERMS OF REFERENCE (TOR)**

**1. Background:**

The Mizoram Rashtriya Madhymik Shiksha Abhiyan Mission Society is a registered Society which is implementing the centrally sponsored programme of Rashtriya Madhyamik Shiksha Abhiyan (RMSA) to attain the goal of universalization of secondary education, to make good quality education available, accessible and affordable to all young persons in the age group of 14-18 years in all the districts of Mizoram for which funds are shared between the Government of India and State Government in the ratio of 90:10. Secondary Education is a crucial stage in the educational hierarchy as it prepares the students for higher education and also for the world of work. The rigor of the secondary and higher secondary stage, enables Indian students to compete successfully for education and for jobs globally. Therefore, it is absolutely essential to strengthen this stage by providing greater access and also by improving quality in a significant way. For successful implementation of the scheme in the State, various activities and interventions have been approved by the apex authority viz. Project Approval Board at the Govt. of India level. Among such approved activities, Installation of Digital Language Lab Project is one of the most important activities to be carried out during current financial year 2017-18.

**2. Objectives:**

The main objective of this assignment:

- 2.1 To obtain independent and objective assessment of the quality of Digital Language Lab to be procured under Mizoram RMSA Mission Society.
- 2.2 To assure that the Digital Language Lab so procured are of best quality at the most affordable price.

**3. Governing Factors:**

- 3.1 The Supplier shall have prior experience at least for 2 years in the field of supply and installation of Digital Language Lab and completed a similar magnitude of works that covered in the proposed work.
- 3.2 The Supplier shall execute according to the items given in Bill of Quantities.
- 3.3 The Supplier shall not have the right to alter the conditions at any cost. In case of any alterations is found necessary in the specifications, the same shall be brought to the notice of State Project Office immediately.
- 3.4 The assignment mentioned herein is intended to be job oriented and not time oriented and the Supplier shall not be entitled to claim any compensation in the event of the time estimated for the completion of the work being extended for any reason whatsoever.
- 3.5 In order to ensure the quality and timely completion of the work, the Supplier should remain present in contact with the Society.
- 3.6 Rates agreed shall be firm till the completion of work inclusive of transportation, stationary, communication charges, Service Tax and all other applicable taxes.



**4. Scope:**

- 4.1 Majority of the population of Mizoram belongs to the Mizo tribe, and other minorities like Chakmas, Brus, Pang, Bawm, etc. are having their own dialects. This has greatly influence on the learning process of students. Though the most commonly used language in the state is Mizo, medium of instructions at secondary level of education are in English. Whereas there are numbers of elementary schools in which the medium of instructions are in Mizo, transition from such Mizo medium to English medium at the secondary level has affected the learning process of students and often creates confusion among the students. On the other hand, majority of the students are very weak in language, especially in English. This greatly hampers their process of learning. English being the medium of instruction at secondary schools in the state, because of the language gap and barrier, many students studies without really understanding what they are learning. It compelled them to adopt the 'learn it by heart' system so as to enable them to pass in their exams. It leads to learning without understanding, which has greatly hampered the quality of education in the state. This has often resulted in drop out of school at the secondary school as well.
- 4.2 In order to address such issues, the language lab being a technological break for imparting skills in English which offers an exclusive result oriented and efficient to enrich the English language learning process is proposed to be procured and installed in all the districts of Mizoram (viz. Aizawl, Champhai, Kolasib, Lawngtlai, Lunglei, Mamit, Saiha and Serchhip districts) shall be covered during current year 2017-18.
- 4.3 The Society shall provide dedicated class room and computer hardware along with required LAN facilities for installation of digital language lab, and the supplier shall provide all other requirements of software and hardware as per Part III of ITB for the lab. Delivery, installation, and conduct of necessary training will be the responsibility of the supplier.
- 4.4 The Society may call the responsive firms for a presentation or clarification if required at any period of time during the procurement process.

**5. Report to:**

State Project Director, Mizoram RMSA Mission Society, Top Floor, Directorate of School Education, Mc Donald Hill, Zarkawt, Aizawl, Mizoram.

**6. Stages of Deposits and Payments:**

- 6.1 Payment Schedule: Payments must be made by State Project Director, Mizoram RMSA Mission Society by Account Payee Cheque or by bank transfer within 30 days from completion of the work.



**7. Inputs from State Project Office, Mizoram RMSA Mission Society:**

7.1 List of delivery shall be as below:

| Place of delivery  | No. of Digital Language Lab to be delivered and installed | Name of FOR                |
|--|---|----------------------------|
| Govt. Hrangchhuana High School, Ramhlun North, Aizawl, Mizoram<br>Contact Person & No.: Mrs. Lawmchhungi, 9436142592, 7085265735 | 1 set of list given in Part III of Tender Document        | FOR Govt. Hrangchhuana H/S |
| Govt. Gandhi Memorial High School, Vengsang, Champhai, Mizoram<br>Contact Person & No.: Mr. Rohlua, 9862614516                   | 1 set of list given in Part III of Tender Document        | FOR Govt. GM H/S           |
| Govt. Diakkawn High School, Kolasib, Mizoram<br>Contact Person & No.: Mr. GS Zaithantluanga, 9612155278                          | 1 set of list given in Part III of Tender Document        | FOR Govt. Diakkawn H/S     |
| Govt. Region High School, Lawngtlai, Mizoram<br>Contact Person & No.: Mrs. Zodingliani, 9862994625                               | 1 set of list given in Part III of Tender Document        | FOR Govt. Region H/S       |
| Govt. Lunglei High School, Chanmari, Lunglei, Mizoram<br>Contact Person & No.: Mrs. Dengsailovi, 9436371902                      | 1 set of list given in Part III of Tender Document        | FOR Govt. Lunglei H/S      |
| Govt. Mamit High School, Mamit, Mizoram<br>Contact Person & No.: Mr. TL-a Vaiphei, 9903880181                                    | 1 set of list given in Part III of Tender Document        | FOR Govt. Mamit H/S        |
| Govt. Saiha High School, Saiha, Mizoram<br>Contact Person & No.: Mr. Nungo Azyu, 9612291028                                      | 1 set of list given in Part III of Tender Document        | FOR Govt. Saiha H/S        |
| Govt. Serchhip High School, Serchhip, Mizoram<br>Contact Person & No.: Mr. Vanlalchhunga, 9612121614                             | 1 set of list given in Part III of Tender Document        | FOR Govt. Serchhip H/S     |

**8. General Requirements:**

- 8.1 The State Project Director, Mizoram RMSA Mission Society reserves full right to alter its requirements.
- 8.2 The decision of State Project Director, Mizoram RMSA Mission Society will be final in all the matters.



## **Appendix to Instructions to Bidders (AITB)**

### **1. Digital Language Lab Specifications:**

- 1) The software should be with one year onsite warranty and should include delivery, onsite installation, onsite trainings and 24/7 online support services.
- 2) Lifetime perpetual License should be given.
- 3) The company or firm with similar installations in the state of Mizoram will be given preference.

### **2. The software should be so designed that:**

- 1) The main interface of the teacher with password protected login should have different options to help the tutor to teach effectively in a lively manner.
- 2) Management with password protected login should have the option to monitor the activities of both teachers and students and view various reports of scores, grades, performance graph/Bar/Pie in exercises, answer sheets, teacher and student attendance, live class and conference report, vote report and examination reports.
- 3) Teacher should be able to communicate to an individual student without disturbing others through audio/video/text and similarly, students should have the option to talk to the teacher personally.
- 4) Teacher should be able to broadcast messages to selected students, a group or to a whole class by instant messaging, audio and video chatting.
- 5) Teacher should have real time monitoring of students' activity. An incognito supervision of students' activities by listening discreetly to the voice of the selected students and view the web-cam image of the student.
- 6) Teacher should have the option to emulate a normal classroom whiteboard, where teacher can type or draw on the board and send that to single, a group or to all students.
- 7) Teacher should be able to control the student's computer from their own desk and Shutdown, Reboot, Log off, Lock screen, Enable/Disable Input (keyboard & mouse).
- 8) The teacher should be able to create and assign lessons/works to selected students, a group or to a whole class.
- 9) The teacher should have the tool for live screen capturing of a student screen to monitor the student's activity which should be done from the teacher's desk.
- 10) The teacher should be able to create and assign homework to students: Online and Offline Home Work, Reading and writing assignments. The students should be able to download these files and work at their convenience and upload to teacher when completed.
- 11) The teacher should be able to set a student as model for the whole class and other students in the class should be able to view, listen and talk with the model student.
- 12) The teacher should be able to group students temporarily so that the students can communicate with each other by using text chat facility, audio message and video talks.
- 13) The teacher should be able to create their own audio/video lessons and enable to assign the pre-recorded lesson for future dates.
- 14) The teacher should be able to upload PDF files (e-books) for the students to read and able to provide writing assignments to the students.



- 15)The teacher should be able to write message or a piece of information on the notice and leave it for students to view online or later and set the validity of the notice board.
- 16)The teacher should be able to stream online internet videos/movies for showing it to students. The teacher should stream movies to selected students or to the whole class and save the teacher's time for downloading the movie file and sharing it with the students.
- 17)The teacher should be able to select video from a variety of sources such as a TV/DVD player, satellite receivers and play that video directly to the students' desktops.
- 18)The teacher should be able to pair or group students for debates for group discussions and observe/control them selectively, by groups. The students should be able to discuss with their group members with the permission of the teacher.
- 19)The teacher should be able to conduct live language classes and the system should be able to record the feedback of all the students simultaneously.
- 20)The teacher should be able to view the assignments submitted by the students and respond to the students with the feedback.
- 21)The teacher should be able to group the students and then assign topics to them for discussion which should be recorded with downloadable file of the recordings.
- 22)The teacher should be able to create online exams and conduct them based on the assigned audio/video lessons. The teacher should have option to create questions in the form of MCQ, True or False, Fill in the blanks or Match the following and should generate scores automatically.
- 23)Software should be of life time perpetual license, integrated with extensive study material of multimedia media files of text, audio, video in English with option in UK, US and Neutral accents.
- 24)Software should be able to automatically generate graphical representation on the recorded audio of the learner as against the originals for self assessment and evaluation.
- 25)System should provide graphical representation of the voice comparison. 2 graphs should show the recorded file graph & system file graph.
- 26)Teacher should be able, to login from any system.
- 27)Teacher should be able to control all the system, from the Teacher Console.
- 28)The teacher should be able to send any audio, video & text based content stored in the Teacher Workstation, to intend Student Console. (To entire class/ group of students/ particular student).
- 29)The software should enable audio-visual interaction between the teacher/ instructor and students through headsets with built-in microphone & webcam.
- 30)The teacher, should be able to view students screen in an incognito mode (without the knowledge of the students)
- 31)7000+ Hours of learning materials.
- 32)Multiple choice questions can be given after each module.
- 33)Multiple choice questionnaire can be created for different subjects.
- 34)44 sounds of English with hundreds of words to practice.
- 35)Different types of graphs can be generated.
- 36)Any Language compatible.
- 37)Parents can also login.
- 38)Management / Principal login.
- 39)Voting / Survey available.



- 40) Exercises with instant scoring.
- 41) To share Teachers screen to the students.
- 42) Notice can be posted, through the software.
- 43) IELTS, TOEFL & GRE materials to be provided.
- 44) External learning materials can be added.

**The following course content should be given free with the software:**

**SOUNDS OF ENGLISH:** Contains 44 sounds of English ■ Vowels, diphthongs, consonants and diagraphs ■ Words and Exercises ■ Listen and Repeat the lesson ■ Graphical Comparison of Repeated Lesson ■ Self Assessment ■ Send to Teacher for Evaluation.

**PICTURESQUE WORDS:** 1000+ words with illustrated images & Exercises ■ Unlimited opportunity to Listen ■ Repeat ■ Compare before Sending.

**MEANINGS AND SENTENCES:** Meanings of different words and their usage ■ Listen ■ Repeat ■ Compare and Send ■  
Teacher can get instantaneous score of the exercises.

**MASTERING PRONUNCIATION:** 100+ lessons with 2000 plus words ■ helps to master the pronunciation skills ■ Video lessons ■ Listen ■ Repeat ■ Compare and Send

**EXPRESSIONS:** Extensive list of widely used English expressions ■ Idioms ■ Phrases ■ Exclamations and Clinches ■ Listen ■ Repeat ■ Compare and Send

**SITUATIONAL DIALOGUES:** Situational conversations with video ■ Listen ■ Repeat ■ Compare and Send ■ Role plays.

**COMPREHENSION:** Comprehension with audio, script and record ■ Listen ■ Repeat ■ Compare and Send.

**POETRY MASTERS:** Classical poems of renowned poets' ■ Audio/video scripts ■ Listen ■ Play file ■ Stop ■ Play Recorded File ■ Send

**SHORT FICTIONS:** Short fictions of famous writers' ■ Audio/video scripts ■ Listen ■ Play file ■ Stop ■ Play Recorded File ■ Send

**ESSAY BUILDERS:** Essays to improve the listening, reading and speaking skill ■ Exercises ■ Listen ■ Play ■ Stop ■ Play Recorded File ■ Send

**SPEECH CRAFTS:** Speeches of world leaders' ■ Audio/video scripts ■ Exercises ■ Listen ■ Play ■ Stop ■ Play Recorded File ■ Send

**LECTURE SERIES:** Lectures from professional teachers' ■ Various academic topics ■ Essential English grammar ■ Systematic and intensive subject based videos/audios ■ Exercises ■ Listen ■ Play ■ Stop ■ Play Recorded File ■ Send

**DOCUMENTARY STORM:** World events to retrieve the concept ■ Audio ■ Video scripts ■ Exercises ■ Listen ■ Play ■ Stop ■ Play Recorded File ■ Send

**MOVIE SPEECH-YARD:** Short video clips from familiar movies ■ Scripts ■ Exercises based on dialogues and narrations ■ Listen ■ Play ■ Stop ■ Play Recorded File ■ Send



**NEWS HUNT:** News contents ■ Resourceful audio/scripts ■ Exercises ■ Listen ■ Play ■ Stop ■ Play Recorded File ■ Send

**TELEPHONE ETIQUETTES:** Situational telephonic conversations ■ Listening/ reading with audio/scripts ■ Listen ■ Play ■ Stop ■ Play Recorded File ■ Send

**C.V. BUILDER:** Professional C.V. ■ Sample resumes of people from various professions ■ Read ■ Write ■ Send

**E-MAIL ARTERY:** e-mails for different purposes ■ Read ■ Write ■ Send

**LETTER WRITING GUIDE:** Collection of letters to categorize the content usage ■ Read ■ Write ■ Send

**REPORT MAKER:** Techniques for writing professional reports ■ Scripts with methodological approach to elaborate the writing skills ■ Read ■ Write ■ Send

**DEBATE FRAMEWORK:** Audio/video files of professional debates ■ Listen ■ Play ■ Stop ■ Play Recorded File ■ Send

**GROUP DISCUSSION:** Quality audios/videos with the technique of winning a group discussion ■ Listen ■ Play ■ Stop ■ Play Recorded File ■ Send

**INTERVIEW FACTS:** Contains interview sessions enabled with audio/video scripts, that helps the students in building confidence while attending interviews.  
■ Listen ■ Play ■ Stop ■ Play Recorded File ■ Send

**PRESENTATION DELIVERY:** Contains high standard audio/video of professional presentation that helps the students to identify their body language, sound and tone variations while giving a presentation.  
■ Listen ■ Play ■ Stop ■ Play Recorded File ■ Send

**ART OF PUBLIC SPEAKING:** Finest speeches by the world leaders with the core concept of public speaking ■ Listen ■ Play ■ Stop ■ Play Recorded File ■ Send



**Part – IX**  
**BILL OF QUANTITIES**

| Item                       | Description   | Name of Software             | FOR Govt. Hrangchhuana H/S |      |              |
|----------------------------|---|------------------------------|----------------------------|------|--------------|
|                            |   |                              | Unit Rate<br>(Rs.)         | Qty. | Amount (Rs.) |
| Digital<br>Language<br>Lab | <b>Software:</b><br>Interactive Instructor Console for 1 (one) teacher<br>Interactive Student Consoles for at least 20 (twenty) students<br>Lesson Studio<br>Integrated Extensive English language learning materials and exercises<br><b>Along with:</b><br>Installation CDs with installation guides & user's manual<br>Certificate of installation and License agreement |                              |                            | 1    |              |
| <b>Total Bid Price</b>     |   |                              |                            |      |              |
| <b>Rupees in words</b>     |   | (Rupees .....<br>..... only. |                            |      |              |



| Item                   | Description   | Name of Software               | FOR Govt. GM H/S |      |              |
|------------------------|---|--------------------------------|------------------|------|--------------|
|                        |   |                                | Unit Rate (Rs.)  | Qty. | Amount (Rs.) |
| Digital Language Lab   | <b>Software:</b><br>Interactive Instructor Console for 1 (one) teacher<br>Interactive Student Consoles for at least 20 (twenty) students<br>Lesson Studio<br>Integrated Extensive English language learning materials and exercises<br><b>Along with:</b><br>Installation CDs with installation guides & user's manual<br>Certificate of installation and License agreement |                                |                  | 1    |              |
| <b>Total Bid Price</b> |   |                                |                  |      |              |
| <b>Rupees in words</b> |   | (Rupees .....<br>..... ) only. |                  |      |              |



| Item                   | Description   | Name of Software               | FOR Govt. Diakkawn H/S |      |              |
|------------------------|---|--------------------------------|------------------------|------|--------------|
|                        |   |                                | Unit Rate (Rs.)        | Qty. | Amount (Rs.) |
| Digital Language Lab   | <b>Software:</b><br>Interactive Instructor Console for 1 (one) teacher<br>Interactive Student Consoles for at least 20 (twenty) students<br>Lesson Studio<br>Integrated Extensive English language learning materials and exercises<br><b>Along with:</b><br>Installation CDs with installation guides & user's manual<br>Certificate of installation and License agreement |                                |                        | 1    |              |
| <b>Total Bid Price</b> |   |                                |                        |      |              |
| <b>Rupees in words</b> |   | (Rupees .....<br>..... ) only. |                        |      |              |



| Item                   | Description   | Name of Software               | FOR Govt. Region H/S |      |              |
|------------------------|---|--------------------------------|----------------------|------|--------------|
|                        |   |                                | Unit Rate (Rs.)      | Qty. | Amount (Rs.) |
| Digital Language Lab   | <b>Software:</b><br>Interactive Instructor Console for 1 (one) teacher<br>Interactive Student Consoles for at least 20 (twenty) students<br>Lesson Studio<br>Integrated Extensive English language learning materials and exercises<br><b>Along with:</b><br>Installation CDs with installation guides & user's manual<br>Certificate of installation and License agreement |                                |                      | 1    |              |
| <b>Total Bid Price</b> |   |                                |                      |      |              |
| <b>Rupees in words</b> |   | (Rupees .....<br>..... ) only. |                      |      |              |



| Item                   | Description   | Name of Software               | FOR Govt. Lunglei H/S |      |              |
|------------------------|---|--------------------------------|-----------------------|------|--------------|
|                        |   |                                | Unit Rate (Rs.)       | Qty. | Amount (Rs.) |
| Digital Language Lab   | <b>Software:</b><br>Interactive Instructor Console for 1 (one) teacher<br>Interactive Student Consoles for at least 20 (twenty) students<br>Lesson Studio<br>Integrated Extensive English language learning materials and exercises<br><b>Along with:</b><br>Installation CDs with installation guides & user's manual<br>Certificate of installation and License agreement |                                |                       | 1    |              |
| <b>Total Bid Price</b> |   |                                |                       |      |              |
| <b>Rupees in words</b> |   | (Rupees .....<br>..... ) only. |                       |      |              |

| Item                   | Description   | Name of Software               | FOR Govt. Mamit H/S |      |              |
|------------------------|---|--------------------------------|---------------------|------|--------------|
|                        |   |                                | Unit Rate (Rs.)     | Qty. | Amount (Rs.) |
| Digital Language Lab   | <b>Software:</b><br>Interactive Instructor Console for 1 (one) teacher<br>Interactive Student Consoles for at least 20 (twenty) students<br>Lesson Studio<br>Integrated Extensive English language learning materials and exercises<br><b>Along with:</b><br>Installation CDs with installation guides & user's manual<br>Certificate of installation and License agreement |                                |                     | 1    |              |
| <b>Total Bid Price</b> |   |                                |                     |      |              |
| <b>Rupees in words</b> |   | (Rupees .....<br>..... ) only. |                     |      |              |



| Item                   | Description   | Name of Software               | FOR Govt. Saiha H/S |      |              |
|------------------------|---|--------------------------------|---------------------|------|--------------|
|                        |   |                                | Unit Rate (Rs.)     | Qty. | Amount (Rs.) |
| Digital Language Lab   | <b>Software:</b><br>Interactive Instructor Console for 1 (one) teacher<br>Interactive Student Consoles for at least 20 (twenty) students<br>Lesson Studio<br>Integrated Extensive English language learning materials and exercises<br><b>Along with:</b><br>Installation CDs with installation guides & user's manual<br>Certificate of installation and License agreement |                                |                     | 1    |              |
| <b>Total Bid Price</b> |   |                                |                     |      |              |
| <b>Rupees in words</b> |   | (Rupees .....<br>..... ) only. |                     |      |              |

| Item                   | Description   | Name of Software               | FOR Govt. Serchhip H/S |      |              |
|------------------------|---|--------------------------------|------------------------|------|--------------|
|                        |   |                                | Unit Rate (Rs.)        | Qty. | Amount (Rs.) |
| Digital Language Lab   | <b>Software:</b><br>Interactive Instructor Console for 1 (one) teacher<br>Interactive Student Consoles for at least 20 (twenty) students<br>Lesson Studio<br>Integrated Extensive English language learning materials and exercises<br><b>Along with:</b><br>Installation CDs with installation guides & user's manual<br>Certificate of installation and License agreement |                                |                        | 1    |              |
| <b>Total Bid Price</b> |   |                                |                        |      |              |
| <b>Rupees in words</b> |   | (Rupees .....<br>..... ) only. |                        |      |              |



| Item                   | Description   | Name of Software               | All FORs        |      |              |
|------------------------|---|--------------------------------|-----------------|------|--------------|
|                        |   |                                | Unit Rate (Rs.) | Qty. | Amount (Rs.) |
| Digital Language Lab   | <b>Software:</b><br>Interactive Instructor Console for 1 (one) teacher<br>Interactive Student Consoles for at least 20 (twenty) students<br>Lesson Studio<br>Integrated Extensive English language learning materials and exercises<br><b>Along with:</b><br>Installation CDs with installation guides & user's manual<br>Certificate of installation and License agreement |                                |                 | 8    |              |
| <b>Total Bid Price</b> |   |                                |                 |      |              |
| <b>Rupees in words</b> |   | (Rupees .....<br>..... ) only. |                 |      |              |