Limited Tender

For

Selection of an Agency for Conducting Review and Assessment of Study In India Programme (A third party Assessment & Audit)

NIT No.: EdCIL/SII/TPA/2025 **Dated: 15.03.2025**

EdCIL (India) Limited

(A Category-I "Mini Ratna" CPSE under the Ministry of Education, Government of India)

Registered Office: 7th Floor, Amba Deep, 14 K.G. Marg, Connaught Place, New Delhi - 110001

Corporate Office : 18A, Sector 16A, Noida -201301(U.P)

Website: www.edcilindia.co.in Tele: (0120) 2970206-07

E-mail: mrbehera@edcil.co.in

INDEX

Sl. No.	**Particulars**	**Page No**
1.	Notice Inviting Tender	3-4
2.	Important Events and Dates	5
3.	Introduction & of the Evaluation	7-13
4.	Composition of Team	14
5.	Instructions for e-Tendering	15-18
6.	Eligibility Criteria	19-22
7.	Terms & Conditions	23-30
ANNEXURE		
1	Bid-Form	31
3	Letter of undertaking	32
4	Self-Declaration- Non-blacklisting	33
5	Financial Information	34
6	Details of Similar work executed	35
7	Agreement	36
8	Letter of Bid Submission	37
9	Format & Templates	38
10	Team Composition and Profile	39
11	Bank Guarantee towards Bid Security	40
12	Bid Security Declaration	41
13	Performance Guarantee Format	42-44
14	Financial Bid	45

NOTICE INVITING TENDER

NIT No.: EdCIL/SII/TPA/2025 **Date 15.03.2025**

Online bids are invited on single stage two bid system to select an agency to "Selection of an Agency for Conducting Review and Assessment of Study In India Programme (A third party Assessment & Audit)". Manual bids shall not be accepted.

The tender document shall be downloaded from the electronic tender portal link available at www.tenderwizard.com/EdCIL or EdCIL's website or Central Public Procurement Portal (CPPP). Aspiring bidders who have not yet registered in the online portal should get registered/enrolled before participating. Interested bidders are advised to go through the instructions provided in "Instructions to Bidders for e-tendering."

Tenderer who have downloaded the tender from the EdCIL website http://www.edcilindia.co.in/Etenders or Central Public Procurement Portal (CPPP) website https://eprocure.gov.in/eprocure/app shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tempered/ modified in any manner, the tender will be completely rejected, EMD would be forfeited, and the tenderer is liable to be banned from doing business with EdCIL.

No manual bids shall be accepted. Technical & Financial Bids should be submitted in the online portal.

Disclaimer:

The information contained in this Tender or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of the EdCIL (India) Limited or any of its employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this tender document and such other terms and conditions subject to which such information is provided. This tender is not an agreement and is neither an offer nor invitation by EdCIL to the prospective Bidders or any other person. The purpose of this tender is to provide interested parties with information that may be useful to them in making their financial offers subsequent to this tender. This tender includes statements that reflect various assumptions and assessments arrived at by EdCIL in relation to the Project. Such assumptions, assessments, and statements do not purport to contain all the information that each Bidder may require. This tender may not be appropriate for all persons, and it is not possible for EdCIL, its employees, or advisors to consider the investment objectives, financial situation, and particular needs of each party who reads or uses this tender. The assumptions, assessments, statements, and information contained in the Bidding Documents may not be complete, accurate, adequate, or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and

information contained in this tender and obtain independent advice from appropriate sources. Information provided in this tender to the Bidder(s) is on a wide range of matters, some of which may depend upon the interpretation of the law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. EdCIL accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein. EdCIL, its employees, and advisors make no representation or warranty and shall have no liability to any person, including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this tender or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the tender and any assessment, assumption, statement or information contained therein or deemed to form part of this tender or arising in any way for participation in this tender.

EdCIL also accepts no liability of any nature, whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this tender. EdCIL may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this tender. The issue of this tender does not imply that EdCIL is bound to select a Bidder or to appoint the Selected Bidder, as the case may be, for the Project and EdCIL reserves the right to reject all or any of the Bidders or BIDs without assigning any reason whatsoever.

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

Selection of an Agency for Conducting Review and Assessment of Study in India Programme (a 3rd Party Assessment & Audit)

Funding Agency: Study in India programmes, Ministry of Education, Government of India
Executing Agency: EdCIL (India) Limited

This is e-NOTICE INVITING TENDER (in electronic mode only) for, Selection of an "Agency for Conducting Review and Assessment of Study in India Programme". The Information about Tender is presented below.

NIT No. EdCIL/SII/TPA/2025 Dated: 15th March 2025

Important Dates	
Date of Publishing Notice	15th March 2025
Bid document download start date	15th March 2025
Clarification start date	15th March 2025
Clarification end date	20th March 2025
Pre-Bid Meeting date	No Pre-bid
Bid submission end date & time	25th March 2025 upto 1300 hrs
Date & time of Technical Bid opening	25th March 2025 at 1330 hrs
Presentation of Technical Bid	26th March 2025
Project Start Date	1st April 2025

DETAILED NOTICE INVITING e-TENDER

Notice inviting responses to Bid for Selection of an Agency for "3rd Party Review and Assessment of Study in India Programme", funded by the Ministry of Education. Online tenders, in two bid system are invited on behalf of the Tendering Authority, 'Study in India Programme Office, EdCIL (India) Limited, from the eligible, experienced agencies/ vendors for engagement of an **3rd Party Service Provider for Review and Assessment of Study in India Programme of the Ministry of Education**.

National Invitation to NIT No. EdCIL/SII/TPA/2025	**Description**
Name of the work	"Conducting Review and Assessment of Study in India Programme"
Location of Work	Whole of India
EMD (Refundable Ernest Money Deposit)	Rs. 1,00,000/- (Rupees One Lakh Only) to be paid via following Payment link
Date of Completion of the Work	60 days from the date of issue of Work Order.

Signature of the Tendering Authority

PART 1

1. Introduction

The Study in India (SII) Scheme is a flagship initiative of the Government of India, launched in 2018 aiming to establish India as a preferred destination for international students seeking higher education and to rebrand India as preferred Higher Education destination. The objective of the scheme is also to improve the soft power of India and brand image with a focus on the neighboring and other countries as a tool for diplomacy. The scheme aims to increase India's market share of international students and promote India as a desired global higher education destination. The scheme facilitates access to various academic programs across diverse disciplines in participating Indian universities and institutions.

This evaluation aims to assess the effectiveness, relevance, and impact of the SII scheme since its inception with recommendations on future strategy given the objectives of the program and MEA's. The findings will inform future policy decisions and program improvements.

2. Objectives of the Evaluation

The primary objectives of the evaluation is to:

- **Assess the Relevance**
  - Determine the extent to which the SII scheme aligns with National Education Policies, overall scheme aims, objectives and review the global trends in international student mobility.
  - Evaluate the scheme's responsiveness to the needs and priorities of international students and participating institutions.
- **Evaluate the Effectiveness**
  - Measure the achievement of the scheme's objectives, including the number of international students enrolled, their geographic distribution, and the fields of study that have interested international students.
  - Assess the quality of academic programs relevant for the international students, that have impacted the quality of life of international students.
  - Evaluate the effectiveness of promotional activities and outreach efforts in attracting international students and promoting India as a higher education destination.
  - Analyze the effectiveness of the application and admission processes.
  - Assess how the program has helped in building India's soft power and diplomatic objectives
- **Analyze the Efficiency**
  - Evaluate the efficiency of the scheme's management and administration.
  - Identify any bottlenecks or inefficiencies in the implementation process.
  - Assess whether the right sets of institutions and students are targeted
  - Effectiveness and the role of Indian universities play in the implementation of the Study in India scheme
- **Assess Impact**

- Assess the impact of the scheme on the internationalization of Indian higher education and institutions that have impacted the overall objectives.
- Analyze the contribution of the scheme to India's soft power and international relations.
- Examine any unintended consequences (positive or negative) of the scheme

- **Identify Lessons Learned and Recommendations:**
  - Identify key lessons learned from the implementation of the scheme.
  - Capture the feedback of the participant higher education institutions and students – and what are the key lessons and what need to improve
  - Provide actionable recommendations for improving the scheme's design, implementation, and monitoring.
  - Review the best practices by international institutions and how they have varied with time, needs, objectives and purposes with respect to geographies, students and international policies.

3. Scope of the Evaluation

The evaluation will cover the following aspects of the SII scheme:

- **Program Design:** Assess the logic and coherence of the scheme's design, including its objectives, target groups, and implementation strategies.
- **Implementation:** Examine the implementation processes, including the roles and responsibilities of different stakeholders (e.g., Ministry of Education, participating institutions, student support services).
- **Key Instruments of Change:** Key components that have facilitated attracting international students, ease of access to information about India's HEIs and related information including scholarships
- **Financial Management:** Review the financial management of the scheme, including budgeting, disbursement, and reporting.
- **Stakeholder Engagement:** Assess the level of engagement and satisfaction of key stakeholders, including international students, participating institutions, and government agencies.
- **Value for Money & Change Process:** The review will present key aspects of the programme that impacted the value proposition of international students, how programmes changed, transacted the country's strategy and such other policy instruments.

5. Deliverables

The evaluation team will deliver the following outputs:

- **Inception Report:** A detailed plan outlining the evaluation methodology, timeline, and data collection instruments.

- **Draft Evaluation Report:** A comprehensive report presenting the evaluation findings, conclusions, and recommendations. E-survey instruments used will be reviewed along with the feedback.
- **Final Evaluation Report:** A revised version of the draft report, incorporating feedback from stakeholders.

7. Evaluation Team

The evaluation will be conducted by an independent evaluation firm/ team with expertise in Internationalization of Education, have undertaken such evaluation on the international schemes, experience of working on south-south collaboration and higher education, program evaluation, and quantitative and qualitative research methods. The team should consist of members with knowledge of the Indian higher education system and the challenges and opportunities of international student mobility.

3. Scope of Evaluation

(i) The proposed evaluation should demonstrate the impact of the scheme and its project- specifically, assessing its additional benefits. Essentially, because the project was implemented there were tangible benefits to participants compared to other participants who were similar before participation in the project. The difference in improvement of their outcomes, keeping all other factors the same, indicates the impact of the program.
(ii) The evaluation should focus on implementation of Study in India Scheme since 2018 and its intended and unintended outcomes. Use primary and secondary data to understand the schemes scope, potential and benefits for international students.
(iii) The research must capture the reach, design changes informed by previous evaluations, outcomes and impact.
(iv) The evaluation will use high quality data and evidence from secondary and primary sources for the purposes of the evaluation.
(v) A mixed method approach that uses both quantitative and qualitative data analysis is recommended. All research tools must be reliable and valid.

4. Scope of Services

(i) Reference period of the study: The period of the study is between 2018 till March 2025.
(ii) Secondary Research: The data and methods will involve review of:
- Study in India Programme's guidelines
- Earlier evaluation documents of Study in India
- Reports shared by MoE / host agencies
- Data shared by MoE / host agencies
- Analysis and Meeting of Minutes of key discussions relevant to the projects
- Analysis of any other relevant document

(iii) The research would include the following

- Stakeholder mapping
- Development of questionnaires for different stakeholders
  - Structured interviews (virtual, hybrid)
  - Focus Group Discussions
  - Key Informant Interviews
- Data analysis plan
- Pre-tested and piloted research instruments
- Recruitment of competent field investigators
- Interviews with stakeholders
- Data collection, cleaning and management
- Data verification and supervision
- Data analysis and insight generation
  - Quantitative data analysis
  - Qualitative data analysis
- Draft report development and submission for review
- Incorporation of feedback into workflow and report
- Adherence to protocols

(iv) Evaluation Indicators and Data Collection

Methodology

- A mixed-method approach utilizing both quantitative and qualitative data will be conducive for the assessment.
- Secondary data from sources mentioned previously and monitoring reports can be used for preliminary analysis and development of the evaluation.
- Primary data from key stakeholders including, informants, students, staff, and other beneficiaries and other key stakeholders will be collected
  - Key informant interviews
  - Focus group discussions
  - Structured surveys
  - Unstructured qualitative interviews
  - Other suitable tools
- Observational visits by the research team will also feed into data collection.
- It is recommended that the pilot is conducted in at least one representative Tier 1, 2, and or Tier 3 city/HEI.
- It is recommended that pilots are used to fine tune the research tools.
- All data collected should be validated using a validation checklist. Missing data points should be recollected.
  - Data can be collected using mobile platforms.
  - Data access should be given to MoE officials for supervision and monitoring purposes.
- High impact evaluation questions are listed below to guide the evaluation

Relevance

- How well do the objectives of the Study in India Programme align with the educational priorities and needs of learners, educators, and institutions in India?
- To what extent does the SII address the education needs of International students

Effectiveness

- To what extent has the Study in India Programme achieved its stated objectives, such as enhancing education and enrollment, improving educational access, and fostering innovative learning methodologies?
- How effective are the Digital tools and platforms in supporting teaching, learning, and assessment across diverse disciplines?
- What measurable improvements in learning outcomes, educator capacity, or institutional performance can be attributed to SII initiatives?

Efficiency

- How efficiently are the resources (financial, human, and technological) allocated and utilized under the SII framework?
- Are there overlaps, redundancies, or inefficiencies in the deployment of ICT tools and platforms within the mission?

Impact

- What long-term impacts has the SII had on improving access to quality education for marginalized and underserved populations?
- How has the mission influenced the adoption of digital education tools and pedagogy at institutional and systemic levels?
- What unintended positive or negative consequences have arisen from SII initiatives?

Contextualization

- How well does the Study in India address the unique linguistic, cultural, and socio-economic diversity of India?
- To what extent are the tools and content offered by the mission customizable to local and regional needs?

Coherence

- How well does the Study in India integrate with other national education and digital inclusion initiatives?

5. Deliverables

Details of deliverables are given below:

S. No.	Deliverables	Broad topics
1	Inception Report (at least 25 pages excluding annexures)	• Introduction and background of the study • Objectives of the study • Approach and methodology

	Inception presentation	• List of stakeholders and insights from preliminary stakeholder consultations • Sampling plan including sample coverage • Pilot plan • Analysis framework and plan • Deliverables and timeline of the study (Weekly Gantt Chart) • Survey Team structure • Training plan for the survey team • Field movement plan (Indicative) • Quality control mechanism • Perceived risks/ limitations and mitigation plan • Study tools/instruments/ software- Qualitative and Quantitative
2	Research instruments, tools, and data analysis plan	• Quantitative survey tools • Qualitative questionnaires • Data analysis plan • Quantitative • Qualitative analysis
3	Mid-term progress report	• Survey plan • Research progress • Summary of data collected • Challenges faced and mitigation • Preliminary findings and observations
4	Draft evaluation report	See Evaluation Report Outline
5	Final evaluation report And presentation	

6. Evaluation Report Outline

The Evaluation Report is proposed to have the following outline:

- Executive Summary
  - Brief overview of SII Programme and its components
  - Evaluation objectives and key findings
  - High-level recommendations
- Introduction
  - Study in India Programme background and alignment with the goals, objectives, purposes
  - Evaluation goals: assess impact, identify barriers,
  - Recommend improvements
- Evaluation Framework
  - Theory of Change for Study in India
  - Key research questions and metrics
  - Evaluation lens: accessibility, equity, inclusion, and quality
- Methodology

    - Select most appropriate impact evaluation design from amongst
        - Difference-in-Differences
        - Regression Discontinuity Design
        - Propensity Score Matching
        - Instrumental Variable
    - Sample Frame and Sampling
    - Data Analysis Plan:
    - Metrics for impact measurement
    - Mixed methods approach (quantitative and qualitative)
    - Data Collection / Field Work (Online/ telephonic, In-person, or hybrid)
    - Primary data (surveys, interviews, focus groups)
- Findings
    - Impact at Beneficiary Level: learning outcomes, job placement, access to high quality educational content
    - Impact at Institutional Level: digital inclusion, ERP adoption
    - Systemic and Operational Barriers: technology adoption, capacity building, equity
- Recommendations
    - Intervention Design and Implementation: improve access and quality
    - Outcome Measurement: standardize metrics, develop a monitoring dashboard
    - Policy Recommendations: address systemic barriers, strengthen collaboration
    - Conclusion and Next Steps
- Summary Report
    - Value and impact of Study in India Programme
    - Highlight evidence-based recommendations
    - Proposed roadmap for future course of action to reach GER and other NEP targets

8. Communication and Reporting

- Communication should be with designated officer
- The designated officer will function as a single point of contact from the Ministry of Education

PART 2

Composition of Team

1. Indicative on-site team composition

The team composition for the present project will be 5 nos.

(a) Education Specialist (a senior level with more than 10 years' experience in the sector, policy, strategy and executed projects on internationalization of education)
(b) Digital Survey Specialist
(c) Data Review, Analysis using modern tools, and varied types of reports with multiple data format for arriving at the inferences
(d) Research Support (2 nos.), (policy review, analysis, data analysis, strategy review studies, use of software tools, analysis)

*Two members of the on-site team to function as co-coordinators for easy client interface.

2. Requirement of qualification & experience of the team members

PART 3

Instructions for e-tendering

1) Instructions for Online Bid Submission:

(a) E-tendering is new technology for conducting public procurement in a transparent and secured manner. As per Government of India's directives, EdCIL (India) Limited has adopted E-tendering.

(b) For conducting electronic tendering, EdCIL (India) Limited has decided to use Electronic tender portal link available with detailed information on e-tendering process. This portal built using Electronic tender's software is referred to as http://www.tenderwizard.com/EDCIL.

(c) The bidders are required to submit soft copies of their bids electronically on http://www.tenderwizard.com/EDCIL e-tendering website, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the Tender Wizard E-Tendering Portal, prepare their bids in accordance with the requirements and submitting their bids online on the Tender Wizard E-Tendering Portal.

(d) The scope of work to be tendered is available in the complete bid documents which can be viewed /downloaded from Tender Wizard E-Tendering Portal of http://www.tenderwizard.com/EDCIL. Technical Bid will be submitted duly digitally signed in the website http://www.tenderwizard.com/EDCIL. No claim shall be entertained on account of disruptions of internet service being used by bidders. Bidders are advised to upload their bids well in advance to avoid last minute technical snags.

(e) All Corrigendum/Amendment/Corrections, if any, will be published on the website http://www.tenderwizard.com/EDCIL as well as on EdCIL's website.

(f) It is mandatory for all the applicants to have class-III Digital Signature Certificate (in the name of person who will sign the bid document) from any of the licensed certifying agency (Bidders can see the list of licensed Certifying Agencies from the link www.cca.gov.in) to participate in e-Procurement of EDCIL.

(g) It is mandatory for the bidders to get their firm/company registered with e-procurement portal of EDCIL, i.e. www.tenderwizard.com/EDCIL to have user ID & password by submitting a non-refundable annual registration charges as follows:

1	Registration charges for 1 year	Rs. 2,000/-

(exclusive of taxes, levies, etc.) which can be paid online using the e-payment gateway to KEONICS through the portal address mentioned above. The registration so obtained by the prospective bidder shall be valid for one year from the date of its issue and shall be subsequently renewed.

(h) Participant shall safely keep their User ID and password, which will be issued by the service provider, i.e., KEONICS Ltd. upon registration, and which is necessary for e-tendering.

(i) Bidders are advised to change the password immediately on receipt of activation mail.

(j) Bidders shall not disclose their User ID as well as password and other material information relating to the e-tendering to any one and safeguard its secrecy.

(k) Submit your tender well in advance by relevant documents along with copy of EMD of tender submission deadline on Tender Wizard E-Tendering Portal http://www.tenderwizard.com/EDCIL, as there could be last minute problems due to internet timeout, breakdown, etc.

(l) Tenders should be submitted only through Tender Wizard E-Tendering Portal and obtain the Tender Acknowledgement copy as a proof of selected submission.

(m)Vendors Training Program: Vendors are requested to contact at Tender wizard Helpdesk for any information regarding E-tendering / training.

(i) For online registration, intended bidders may write us at harishkumar.kb@etenderwizard.com or contact no.080-40482100/ 9964074577/ 9650520101.

(ii) For any further query related to Training Session, Tender Uploading/downloading or any other query related to tender please contact Tender wizard Helpdesk.

(iii) Telephone: 080-40482100/9650520101/9964074577 or write us mail on Email Id:- harishkumar.kb@etenderwizard.com, ratan.thakur@etenderwizard.com, varun.b@etenderwizard.com.

2) PREPARATION OF BIDS

(a) Bidder should take into account any corrigendum/addendum published on the portal before submitting their bids.

(b) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents-including the names and content of each of the document that need to be submitted. Any deviations from these

may lead to rejection of the bid.

(c) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/ schedule and generally, they can only be in PDF format. Bid documents may be scanned with 100 dpi with black and white option.

3) SUBMISSION OF BIDS

(a) Bidder should log into the site well in advance for bid submission and complete all formalities of registration (at least two days in advance of the closing date) so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be sole responsible for any delay in uploading of bid within the stipulated time.

(b) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

(c) The server time will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

(d) Upon the selected and timely submission of bids, the portal will give a selected bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

4) ASSISTANCE TO BIDDERS

(a) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority. For any other tender related queries bidders are requested to contact on below given numbers/email.

Telephone / Mobile/ E-mail ID	Vendors Training Program: Vendors are requested to contact at Tender wizard Helpdesk Office for any information regarding E-tendering / training. a) For online registration, intended bidders may write us at harishkumar.kb@etenderwizard.com or contact no. 080-40482100/9964074577/9650520101. b) For any further query related to Training Session, Tender Uploading/downloading or any other query related to tender please contact Tender wizard Helpdesk. Telephone: 080-40482100 / 9650520101 / 9964074577 or mail us on email-id: harishkumar.kb@etenderwizard.com, ratan.thakur@etenderwizard.com, varun.b@etenderwizard.com & cc to: destenders@edcil.co.in

5) Offline Submissions: (AS PER TENDER REQUIREMENT)

(a) The bidder is requested to submit documents as mentioned in the tender document.

6) MINIMUM REQUIREMENTS AT BIDDER'S END

(a) Computer System having configuration with minimum Windows 7 or above, and Broadband connectivity

(b) Digital Certificate(s)

PART – 4

ELIGIBILITY CRITERIA

The minimum eligibility criteria of the firms shall be as under:

- The firm/ agency should be registered with the Registrar of Companies and should have valid PAN, GST and such statutory registrations following the Government of India regulations.

- The firm/ agency should have minimum experience of 5 years in the field of programme/project evaluation, Impact evaluation analysis, working in conjunction with Central Ministries, Departments, autonomous bodies, national/ international agencies/ institutions of repute like NITI Aayog. The experience of the agency in Government/ PSUs/ private organizations will be assessed as per the copies of the work order submitted along with completion certificate provided, where need EdCIL shall have discretion to seek direct information from respective organizations/ institutions.

- The average annual turnover of the firm/ agency should be Rs.10.00 Cr. in the last 3 Financial Year viz., 2023-24, 2022-23, 2021-22. The firm will submit the audited financial statement for the respective years. In case of the latest FY, audited statements are not available, a certificate from the Chartered Accountant may be submitted.

- The firm/ agency should neither have been blacklisted by any Government Department/PSU anywhere in India in the past 10 years.

Technical Evaluation Criteria

Only agencies who fulfil the Minimum Eligibility Criteria and upload the document as mentioned in Annexure 1, shall be eligible for technical evaluation. Such agencies will be required to make a technical presentation showcasing their management capacity, skills, experience, reach and project specific skills as laid down.

Selection Criteria

QCBS (Quality and Cost Based Selection) method shall be adopted with weightage of 70% for technical proposal and 30% for the financial proposal. The technical evaluation scores of the firm will be assessed based on the number of projects in the area of programme/project evaluation, impact evaluation, education sector with reference and other parameters listed in the evaluation criteria.

The technical evaluation scores shall be on the basic parameters as follows:

Sl. No.	Evaluation criteria	Maximum Marks
1	Annual average turnover in the preceding three financial years (i.e. 2023-24, 2022-23, 2021-22) is: • >= INR 10 Crore to 25 Crore = 5 marks • > INR 25 Crore to 50 Crore = 8 marks • > INR 50 Crore to 75 Crore = 10 marks • More than INR 75 Crore = 15 marks	15
2	Project Team: **(a) Team Leader: (Max marks 10)** <u>Qualifications:</u> • A post-graduate degree in fields related to education, economics, social sciences, or management. <u>Experience:</u> • At least 10 years of professional experience in managing and evaluating international development sector projects. • Extensive experience in leading teams for program evaluations, impact assessments, and research. • Demonstrated experience in managing multi-disciplinary teams and liaising with stakeholders such as government bodies, international organizations, and educational institutions. • Experience in managing and delivering high-quality reports, presentations, and recommendations. • Experience of working with Government and implementing/evaluating knowledge, partnership and learning program in India and globally. **(b) Education Expert (Max marks 10)** <u>Qualifications:</u> • A post-graduate degree (or higher) in education, education economics, educational leadership, or related fields. <u>Experience:</u> • At least 10 years of experience working in education systems at State and National Levels. Experience of higher education Sector • In-depth knowledge of educational frameworks, curriculum design, and quality assurance practices. • Prior experience with educational program evaluation, both qualitative and quantitative, is essential. • Leading Education Sector Projects with Central/State Govt. iii. Experience of working on International Education Sector Projects.	30

	(c) Evaluation Expert: (Max marks 5) Qualifications: • A post-graduate degree or higher in statistics, social research, evaluation studies, or related fields. Experience: • At least 5-8 years of professional experience in designing, managing, and implementing evaluations. • Proven expertise in both quantitative and qualitative data collection and analysis techniques, including survey design, focus groups, interviews, and data analytics. **(d) Digital Online Expert: (Max marks 3)** Qualifications: • A Bachelor's degree in digital marketing, communications, IT, or a related field. Experience: • At least 5 years of professional experience in digital marketing, online outreach, or related areas. • Strong knowledge of SEO, Google Analytics, PPC, and content marketing strategies. • Experience managing social media platforms and paid digital campaigns. **(e) Researcher: (Max marks 2)** Qualifications: • A post-graduate degree in fields related to education, economics, social sciences, or management. Experience: • At least 5 years in policy research, program evaluation, or higher education research. • Strong analytical skills and experience with qualitative and quantitative research methods. • Excellent report writing and communication skills	
3	Number of Evaluation projects with Govt./PSUs/Multilateral/Bilateral agencies in the last 5 years: (a) >= 2 to 5 Projects = 3 Marks (b) > 5 to 10 Projects = 7 Marks (c) More than 10 Projects = 10 Marks	10
4	Approach and Methodology and Presentation	45

Technical Score

Technical Bid Score: The Technical Bid Score '**St**' of the Bidder shall be derived as under

St = (Stm / SH * 100), where
St is the Technical Bid Score
Stm = Total technical bid marks of the bidder under consideration
SH = Highest Total Technical bid marks amongst all evaluated bids.

Bidders scoring 70% or more scores as per the above criteria will be considered technically qualified.

Financial Score

The Financial Bid of only those Bidders who have been found to be technically eligible will be opened. The Financial bids of ineligible bidders will not be opened.

Financial Bid Score: The bidder/agency applying will quote their rates **'LUMSUM' (F) (inclusive of applicable taxes)**. The Financial Bid Score '**Sf**' of the Bidder shall be derived as under:

Sf = (FL / F * 100), Where,

Sf is the Financial Score
FL is the value of the lowest Financial Bid
F is the price quoted in the bid under consideration.

Final Evaluation Criteria - Quality and Cost Based Selection (QCBS):

The Total score of the Bidder will be determined as under
Total Score = (TS) = (0.7 x St) + (0.3 x Sf)

The bid of the bidder, who obtains the highest **TS** value, will be rated as the Most Responsive Bid. In the event of the same **TS** score of bidders, the bid with the highest technical score (**St**) will be rated as the most responsive bid. Beyond that, Tender Evaluation Committee will decide the matter in its full discretion.

Award of Work: The Bidder with the highest Composite Score (CS) would be awarded the contract.

PART - 5

Terms & Conditions

5.1 Bid Security/Earnest Money Deposit (EMD)

5.1.1 The Bidder should submit EMD with technical bid through Bank Guarantee/ Demand Draft drawn in favour of "EdCIL (India) Limited" payable at Noida from any Nationalized Bank. The Bid submitted without EMD would be considered as UNRESPONSIVE and will not be considered. In case EMD is submitted in the form of BG, the BG should be at least valid for 45 days beyond the bid validity date. The Bank Guarantee format for Bid Security is attached in the tender document.

5.1.2 "Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME)" are exempt from submission of EMD (Bid security). Bidders claiming exemption of EMD under this rule are, however required to submit a signed Bid Securing Declaration accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract or to submit a performance security before the deadline defined in the tender document, they will be suspended for the period of 12 months from being eligible to submit Bids for tenders with EdCIL.

5.1.3 The selected Bidder's Earnest Money Deposit will be retained till completion of the Contract Period.

5.1.4 The Earnest Money Deposit shall be forfeited:

5.1.4.1 If a Bidder withdraws its Bid during the period of bid validity or

5.1.4.2 If the Bidder fails to accept corrections of arithmetic errors identified by the EdCIL in the Bidder's Financial Bid, if any or

5.1.4.3 In case of a selected Bidder, if the Bidder fails:

5.1.4.3.1 To sign the contract form in accordance with the terms and conditions.

5.1.4.3.2 To furnish performance security/security deposit as specified in this tender.

5.2 Exemption from paying Earnest Money Deposit:

Bidders registered with MSME are exempted from submission of EMD and other guidelines by the MSME Ministry, GOI applicable as on the date of NIT.

5.3 Refund of EMD:

5.3.1 The EMD will be returned to the unselected Bidder(s) after completion of the selection process.

5.3.2 Earnest money will be forfeited if a bidder unilaterally withdraws the offer or unilaterally amends, impairs or rescinds the offer within the period of its validity.

5.3.3 In the Case of Successful Bidder, the EMD shall be refunded after completion

of the Contract Period.

5.4 Amendment:

5.4.1 At any time before the submission of bids, EdCIL may amend the tender by issuing an addendum in writing or by standard electronic means. The addendum shall be sent to all bidders and will be binding on them. Bidders shall acknowledge receipt of all amendments.

5.4.2 If the amendment is substantial, Bidder(s) shall be given reasonable time to make amendment or to submit a revised bid and the deadline for submission of bids will be extended by EdCIL.

5.4.3 The criteria and conditions are subject to change after a decision post pre-bid meeting, if and as necessitated.

5.4.4 Tenderers may regularly go through the website since all the corrigendum addenda/subsequent notices shall only be published on the website.

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

EdCIL reserves the right to accept or reject any or all proposals, and to annul the tendering process / Public procurement process and reject any or all proposals at any time prior to the award of the contract without thereby incurring any liability to the affected bidder or bidders.

5.6 Performance Guarantee:

5.6.1 The selected bidder(s) will provide an irrevocable, unconditional Performance Bank Guarantee from a Nationalized Bank in India within 15 days from the date of award of work, for a value equivalent to 3% of the estimated value of contract for each year. The selected bidder has to increase proportionately the value of the Performance bank Guarantee whenever the estimated project value goes up. The Performance Guarantee shall be kept valid upto a period of 90 days beyond the completion of the contract period.

5.6.2 The Performance Guarantee (PG) shall contain a claim period of 90 days from the last date of validity of PG. The selected bidder shall be responsible for extending the validity date and claim period of the Performance Guarantee as and when it is due on account of non-completion of the project and Warranty period. In case the selected bidder fails to submit a performance guarantee within the time stipulated, EdCIL at its discretion may cancel the order placed on the selected bidder without giving any notice. EdCIL shall invoke the performance guarantee wherever deemed fit.

5.6.3 No interest will be paid to the selected bidder on the Performance guarantee.

5.7 Insurance:

5.7.1 It will be the responsibility of the bidder to insure their deputed manpower and

equipment against any casualties, eventualities or accident at the examination venue or otherwise before / during /after the examination.

5.7.2 EdCIL will bear no responsibility for the cost and consequences or any other liabilities arising therefrom.

5.8 Terms of Payment:

The payment to the selected bidder shall be made in Indian rupees and shall be paid only after submission and acceptance of final report. No advance payment shall be made. Payments are subject to deduction of taxes as per Government of India norms.

5.9 Fraudulent and Corrupt Practices:

5.9.1 The Bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Not with standing anything to the contrary contained in this tender, EdCIL shall reject a Proposal without being liable in any manner whatsoever to the Bidder, if it determines that the Bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the "Prohibited Practices") in the Selection Process. In such an event, EdCIL shall, without prejudice to its any other rights or remedies, forfeit and appropriate the Bid Security or Performance Security, as the case may be, as mutually agreed genuine pre-estimated compensation and damages payable to the Authority for, inter-alia, time, cost and effort of the Authority, in regard to the tender, including consideration and evaluation of such bidder's Proposal. EdCIL will be at liberty to take civil or criminal legal recourse against the Bidder and/or its agent as per law.

5.9.2 For the purposes of this Section, the following terms shall have the meaning here in after respectively assigned to them:

- "corruptpractice"means(i)theoffering,giving,receiving,orsoliciting,directlyorindirectly, of anything of value to influence the action of any person connected with the Selection Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of EdCIL who is or has been associated in any manner, directly or indirectly with the Selection Process or the LOI or has dealt with matters concerning the Agreement or arising there from, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of EDCIL, shall be deemed to constitute influencing the actions of a person connected with the Selection Process); or (ii) save as provided herein, engaging in any manner whatsoever, whether during the Selection Process or after the issue of the LOA or after the execution of the Agreement, as the case may be, any person in respect of any matter relating to the Project or the LOA or the Agreement, who at any time has been or is a legal, financial or technical consultant/ adviser of

EdCIL in relation to any matter concerning the Project;

- "fraudulent practice" means a misrepresentation or omission of facts or disclosure of incomplete facts in order to influence the Selection Process;
- "coercive practice" means impairing or harming or threatening to impair or harm, directly or indirectly, any persons or property to influence any person's participation or action in the Selection Process;
- "undesirable practice" means (i) establishing contact with any person connected with or employed or engaged by EdCIL with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or

  (ii) having a Conflict of Interest; and
- "Restrictive practice" means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Selection Process.

5.10 Force Majeure:

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

5.10.1.1 Natural phenomenon, including but not limited to floods, droughts, earthquakes, pandemics and epidemics.

5.10.1.2 Acts of any government, including but not limited to war, declared or undeclared priorities, quarantines and embargos.

5.10.1.3 Terrorist attack, public unrest in work area provided either party shall within 10 days from occurrence of such a cause, notify the other in writing of such causes.

5.10.2 The selected bidder or EdCIL shall not be liable for delay in performing his/her obligations resulting from any force majeure causes referred to and/or defined above. Any delay beyond 30 days shall lead to termination of the contract by parties and all obligations expressed quantitatively shall be calculated as on date of termination. Notwithstanding this, provisions relating to indemnity, and confidentiality survive termination of the contract. However, EdCIL shall make payment for all the services rendered by the selected bidder till such date of termination of contract.

5.11 Termination

EdCIL may, without prejudice to any other remedy for breach of contract, terminate the contract in case of occurrence of any of the following events. In such an occurrence EdCIL shall give not less than thirty days written notice of termination to the Service provider.

5.11.1 Termination of The Contract: The Contract is liable to be terminated if the

Service Provider:

5.11.1.1 Becomes bankrupt or insolvent or goes into liquidation (other than a voluntary liquidation for the purpose of amalgamation or reconstruction, in the case of a Company) or is ordered to be wound up or has a receiver appointed on its assets or execution or distress is levied upon all or substantially all of his/their assets or

5.11.1.2 Makes an arrangement with or assignments in favour of his/their creditors or agrees to carry out the contract under a committee or inspection of his/their creditors; or

5.11.1.3 Abandons the work; or

5.11.1.4 Persistently disregards the instructions of EdCIL in contravention of any provision of the Contract; or

5.11.1.5 Fails to adhere to the agreed program of work; or

5.11.1.6 Assigns or sublets the work in whole or in part thereof without prior written consent of EdCIL; or Performance is not satisfactory; or

5.11.1.7 If the Service Provider obtains the contract with EdCIL with illegal manner;

5.11.1.8 Information submitted/furnished by the contract are found to be incorrect.

5.11.1.9 The above shall be without prejudice to EdCIL's other rights under the law.

5.12 Limitation of Liability:

Neither party shall be liable to the other party for any special, indirect, incidental, exemplary, punitive or consequential losses or damages or loss of profit, loss of goodwill, loss of revenue or operational losses whether in contract, tort or other theories of law, even if such party has been advised of the possibility of such damages. The total aggregate liability of either party under this Agreement shall not exceed the exam value paid to the bidder by EdCIL for the Service that gives rise to such liability. The limitation on any Party's liability herein shall not apply to (i) liability for damages, resulting from the willful misconduct and (ii) breach of the use terms in respect of bidder's application system. The bidder shall not be held liable for any delay or failure in its obligations, if and to the extent such delay or failure has resulted from a delay or failure by or on behalf of EdCIL to perform any of EdCIL's obligations.

5.13 Settlement of Disputes:

5.13.1 General: If any dispute arises between the Service Provider and EdCIL during the execution of contract that should be amicably settled by mutual discussions. However, if the dispute is not settled by mutual discussions, a written representation will be obtained from the Service Provider on the points of dispute. The representation so received shall be examined by EdCIL. The

Service Provider will also be given an opportunity of being heard and the decision on the representation will be conveyed in writing.

5.13.2 Legal Jurisdiction: All disputes pertaining to the tender shall fall within the jurisdiction of Delhi only.

5.14 Reservation of Rights:

EdCIL reserves the right to:

5.14.1 Extend the Closing Date for submission of bids.

5.14.2 Amend the proposal requirements at any time prior to the Closing Date, provided that the amendment is displayed on the EdCIL Website http://www.edcilindia.co.in/Etenders.

5.14.3 Seek information from the Bidders on any issue at any time.

5.14.4 To accept any bid, reject any bid without assigning any reasons and accept bid for all or anyone options for which bid has been invited.

5.14.5 Terminate or abandon this Procedure or the entire project, whether before or after the receipt of proposals or midway during currency of the agreement.

5.14.6 Seek the advice of external consultants to assist EdCIL in the evaluation or review of proposals or execution of the contract.

5.14.7 Make enquiries from any person, company or organization to ascertain information regarding the Bidders and its proposal.

5.14.8 Reproduce for the purposes of this Procedure the whole or any portion of the Proposal despite any copyright or other intellectual property right that may subsist in the Proposal.

5.15 Submission of forged Documents:

5.15.1 Bidders should note that EdCIL may verify authenticity of all the documents/certificate/information submitted by the bidder(s) against the tender. In case at any stage of tendering process or Contract/Work Order execution etc., if it is established that bidder has submitted forged documents/certificates/information towards fulfilment of any of the tender/contract conditions, EdCIL shall immediately reject the bid of such bidder(s) or cancel/terminate the contract.

5.15.2 The bidder shall be required to give an undertaking on the company's letter head and duly signed by the signatory of the bid, that all the documents/certificates/information submitted by them against the tender are genuine. In case any of the documents/certificates/information submitted by the bidder is found to be false or forged, action as deemed fit may be initiated by EdCIL at its sole discretion.

5.16 Change in Laws & Regulations

Unless otherwise specified in the Contract, if after the date of the Invitation for Bids, any law, regulation, ordinance, order or bylaw having the force of law is enacted, promulgated, abrogated, or changed in state/ India, where the Site is

located (which shall be deemed to include any change in interpretation or application by the competent authorities) that subsequently affects the Contract Price, then such Contract Price shall be correspondingly increased or decreased, to the extent that the Supplier has thereby been affected in the performance of any of its obligations under the Contract. Notwithstanding the foregoing, such additional or reduced cost shall not be separately paid or credited if the same has already been accounted for in the price adjustment provisions wherever applicable, in accordance with Clause “Contract Price”.

5.17 Indemnity

It is hereby agreed by both the parties (Bidder and EdCIL) hereto that in case of any litigation by examinee(s)/candidates or Third party calling the said examination in question, Bidder unconditionally and irrevocably undertakes to hold harmless and indemnify EdCIL, its directors, officers and staff from any and all such claims / disputes / liabilities including expenses on account of fee to legal attorney expenses.

5.18 Consortium/Joint Venture (JV)

No consortium/JV will be entertained by EdCIL.

5.19 Sub-Contracting

The bidder shall not assign, sub-contract or sub-let the whole or any part of the contract in any manner.

5.20 Confidentiality & Secrecy

5.20.1 Secrecy of the matter given should be maintained at all times by the bidder. Bidder hereby acknowledges that the copyright of the material rests with the EdCIL programme of the Ministry for both text and audio-visuals.

5.20.2 Bidder is not authorized to reproduce/reprint/transmit to a third party in any manner including photocopying, photographing, cyclostyling, microfilming, scanning or any electronic means of copying or any other means whatsoever without the written permission.

5.21 Penalty Clause

5.21.1 If at any future point of time it is found that the bidder has made a statement which is factually incorrect or if the bidder does not fulfill any of the contractual obligations or found to be in breach of the terms & conditions of this contract, EdCIL may take a decision to cancel the Agreement with immediate effect, forfeit the Performance Bank Guarantee deposited by the bidder and/ or debar the bidder from bidding prospectively for a period of three years or take any other action as deemed necessary.

5.21.2 Notwithstanding any of the provisions mentioned above, for rates and other terms and conditions, in case of any disagreement etc. decision of the Competent Authority of EdCIL will be final and binding.

5.21.3 A periodic review shall be made regarding the fulfilling of contractual obligations to the satisfaction of the project needs.

5.21.4 It would be the responsibility of the bidder to ensure that the services are being provided satisfactorily and the contract is executed as per agreed terms and conditions. In the event of unsatisfactory services or negligence in services, EdCIL may recover maximum penalty of 10% of the contract price plus applicable GST.

5.22 Liquidated Damages

5.22.1 In case of any deficiency or failure in the satisfactory performance or completion of project, as per the contract, a penalty @2.5% per week and part thereof of the bid value subject to the maximum 10% of the value of the contract.

Annexure-1

Bid Form

S. NO.	PARTICULARS	DETAILS
1	Name of Bidder	
2	Full Address of the Bidder	
3	Contact Phone No.(s)	
4	Contact FAX No. (s)	
5	Contact Mobile No. (s)	
6	E-Mail ID	
7	Name and Designation of the Contact Person	
8	Name and Designation of the Person who is authorized to sign the bid as per Power of Attorney/ Authorization letter etc.	
9	Name and Designation of the Person, who has Digitally signed and upload the e-bid (It should be same as that of the Person who is authorized to sign the bid as per Power of Attorney/ Authorization letter etc.)	
10	Confirmation as to whether the bidder belong to the category of Micro, Small and Medium Enterprises as defined in the "Micro, Small and Medium Enterprises Development Act, 2006 (MSMEDA)". If yes, specify the category of Micro, Small or Medium Enterprises and whether the enterprise is in manufacturing or service industry, along with valid documentary evidence.	

Name of the Bidder: -
Authorized Signatory: -
Seal of the Organization: -

Date:
Place:

Annexure-2

Letter of Undertaking
(ON THE LETTER HEAD OF THE BIDDER)

To

Tendering Authority
EdCIL (India) Limited
EdCIL House, 18 A,
Sector-16 A, Noida –
201301 (U.P.), India

Subject: Tender for Selection of an Agency for Conducting Review and Assessment of Study In India Programme (A third party Assessment & Audit).

Sir,

This bears reference to EdCIL NIT No.EdCIL/SII/TPA/2025 dated _____. We, hereby, accept all the terms and conditions for submitting bid as mentioned in this Bid Document.

We warrant that the service does not violate or infringe upon any patent, copyright, trade secret or other property right of any other person or other entity. We agree that we, not EdCIL, shall be liable for any claim or demand, action or proceeding, directly or indirectly resulting from or arising out of any breach or alleged breach of any of the terms & conditions of bid document and contract.

We certify that any owner/stakeholder/employee or group of persons of our company/firm has not been caught/involved/booked/charge-sheeted/convicted/ punished / debarred for unfair- means in any examination assignment undertaken by our company/firm.

The above document is executed on…… /…../2025 at ……..(place) and we accept that if anything out of the information provided by us is found wrong, our tender/work order shall be liable for rejection.

Thanking you,

Yours faithfully,

Name of the Bidder: -
Authorized Signatory: -
Seal of the Organization: -

Date:
Place:

Annexure-3

SELF-DECLARATION – NON-BLACKLISTING

(On Non-Judicial Stamp Paper of Rs. 100/- duly attested by the Notary Public)

To,
Tendering Authority
EdCIL (India) Limited
EdCIL House, 18 A,
Sector-16 A Noida –
201301 (U.P.), India

Sir,

In response to the NIT No.EdCIL/SII/TPA/2025 dated_____, I/We hereby declare that presently our Company_____is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/ PSU/Autonomous Body/ CVC.

We, further declare that presently our Company _____ is not blacklisted and not declared ineligible for reasons other than corrupt & fraudulent practices by any State/ Central Government/ PSU/ Autonomous Body/CVC on the date of Bid Submission.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Thanking you,

Yours faithfully,

Name of the Bidder: -
Authorized Signatory: -
Seal of the Organization: -

Date:
Place:

Annexure-4

Financial Information
(certificate from practicing chartered accountant to be submitted along with technical bid)

Financial Analysis: Details to be furnished duly supported by figures in Balance Sheet/Profit & Loss Account for last three years i.e. FY 2021-22, FY 2022-23 and FY 2023-24 and certified by the Chartered Accountant, as submitted by the Bidder to the Income-Tax Department (copies to be attached).

Table-1: Total Turnover

S. No.	Details	(1) FY 2021-22	(2) FY 2022-23	(3) FY 2023-24
i)	Gross Annual Turnover			
ii)	Profit/Loss			

Please attach – Audited Balance Sheet & Statement of Profit & Loss Account

Name of the Bidder: -
Authorized Signatory: -
Seal of the Organization: -

Date:
Place:

Annexure – 5

DETAILS OF SIMILAR WORK EXECUTED

S N0	Nam e of work/ Project & Location	Owner/ Sponsoring organization	Work order no. & date	Total value of the work	Start Date	End Date	Litigation/ Arbitration pending in progress with details	Name, Designation and address/ telephone number of officer to whom reference may be made	Remarks
1	2	3	4	5	6	7	8	9	10

Name of the Bidder: -
Authorized Signatory: -
Seal of the Organization: -

Date:
Place:

Annexure – 6

AGREEMENT

THIS AGREEMENT is made on this_____ day of _____, 2025 between EdCIL (India) Limited, EdCIL House, Plot No. 18A, Sector-16A, Noida – 201301 (UP) acting in the premises through Director/Projects or his successor _____ of M/s EdCIL (India) Limited, Noida – 201301 (hereinafter referred to as 'EdCIL') of one part and M/s_____ (hereinafter referred to as 'bidder) of the other part.

Whereas in response to a call for Selection of an Agency for Conducting Review and Assessment of Study In India Programme (A third party Assessment & Audit) as per Tender papers at Annexure ___hereto the selected bidder has submitted a Tender as per Annexure_____hereto and whereas the said Tender of the service provider has been accepted for_____as per copy of Letter of Acceptance of Tender No._____dated_____complete with enclosures at the accepted rates and agreed deviations from Tender Papers_____ as per Annexure_____hereto and at an estimated contract value of Rs._____(Rupees_____Only).

Now this agreement witnesses that in consideration of the premises and the payment to be made by EdCIL to the selected bidder provided for herein below the selected bidder shall offer services w.r.t. third party Assessment & Audit and been accepted strictly according to the various provisions in Annexure and_____hereto and upon such supply, executer and performance to the satisfaction of the EdCIL and EdCIL shall pay to the selected bidder at the rates accepted as per the said Annexure_____and in terms of the provisions therein. In the witness where of the parties have hereunto set and subscribed their respective hands and/or seals day and year respectively mentioned against their respective signatures.

Signed and delivered at_____by Shri_____ for and on behalf of M/s……..

The selected bidder within named in the presence of:

1. Signatures

Date

Name in Block Letters

2. Signatures

Date

Name in Block Letters Address

Signed and delivered at_____for and on behalf of EdCIL by Shri _____ (Director / Projects or his successor) in the presence of :-

1. Signatures Date

Name in Block Letters

2. Signatures Date

Name in Block Letters Address

Annexure – 7

Letter of Bid Submission

Tender No: NIT No.EdCIL/SII/TPA/2025 Dated: ……

To,
The Tendering Authority
EdCIL India Limited
EdCIL House
18 A, Sector 16 A
NOIDA 201301

Sub: Submission of Offer against Tender No: ……..

Dear Sir,

I/We …….. (name of the agency) hereby offer to carry out the assignment detailed in the Tender issued by EdCIL India Ltd. on behalf of Study in India Programme, of the Ministry of Education. I/ We ……., in accordance with the terms and conditions thereof, We …….. (name of agency) have carefully perused the following listed documents connected with the Tender documents and shall abide by the same.

i) Amendments/ Clarifications/ Corrigenda, etc. issued in respect of the Tender documents dated ……..
ii) Notice Inviting Tender (NIT)/ (Technical Bid)
iii) Financial Bid
iv) Documents referred to in Tender Documents
v) Forms and Procedures should our Offer be accepted by EdCIL for Award.

I/we …….. (name of agency) further agree to furnish 'Earnest Money Deposit (EMD)' for the work as provided for in the Tender Conditions within the stipulated time as may be indicated vide Clause No. ……. of Technical Bid.

I/We …… further agree to execute all the works referred to in the said Tender documents upon the terms and conditions contained or referred to therein and as detailed in the Annexures annexed thereto.

I/ We …… also undertake to certify that all the terms & conditions as stated in the Tender Document and clauses in respect of mentioned therein.

We Remain.

Sincerely yours

Name of the Bidder: -
Authorized Signatory: -
Seal of the Organization: -

Date:
Place:

Annexure 8

FORMATS & TEMPLATES

The following attachments shall form part of the Technical Bid submission (All documents shall be uploaded in .PDF format).

Scanned copy of payment of **Earnest Money Deposit (EMD) of** Rs. 1,00,000/- (Rupees One Lakh only) and power of attorney. The original copy of the EMD and power of attorney to be submitted at EdCIL House, 18A, Sector-16A, Noida – 201301 one or before the last date & time of submission of bid.

1. Copy of Registration with Registrar of Companies.
2. Copy of PAN & GST number as applicable.
3. Copy of ITR returns for the financial years 2021-22, 2022-23 and 2023-24.
4. Copy of Latest GST Clearance Certificate or copy of latest tax deposit challan.
5. Copy of Memorandum and Article of Association.
6. Certificate to the effect that the company is not blacklisted by any Authority as per the format given in the tender document.
7. Copies of award of contracts along with Certificate of satisfactory performance from Central Ministries/ Departments/private organizations of repute.
8. Copy of proof of qualification, experience/additional skills in respect of the team proposed to be employed by the Agency.
9. Copy of an audited statement of account of the company.
10. Proof of average annual turnover of Rs. 10 crore during the last three Financial Years (2021-22, 2022-23 and 2023-24).
11. Self-certification regarding Manpower employed by Agency.
12. Self-certification to the effect that the information provided by the Agency is correct and they will abide by the decision of the Ministry.
13. Other format given in the tender document.

Name of the Bidder: -
Authorized Signatory: -
Seal of the Organization: -

Annexure - 9

Team composition & Profile

Team Composition details for the "3rd Party Review, Assessment & Evaluation of Study in India programme":

(i) Name of Team Members (as per S. No. Clause …..)

(ii) Designation

(iii) Works being handled

(iv) Qualifications

(v) Total number of years of experience

(vi) Relevant projects executed in third party assessment and audit

Name of the Bidder: -
Authorized Signatory: -
Seal of the Organization: -

Annexure - 10

BANK GUARANTEE TOWARDS BID SECURITY (EMD)

Bank Guarantee No._____
To,
EdCIL (India) Limited
EdCIL House, 18 A,
Sector-16 A Noida – 201301 (U.P.)

Whereas..... (herein after called "the Bidder") has submitted its Bid dated..... in response to the NIT No:..... for “Selection of an Agency for Conducting Review and Assessment of Study In India Programme (A third party Assessment & Audit)” (hereinafter called "the Bid")

KNOW ALL MEN by these presents that We .... having our registered office at..... (hereinafter called the "Bank") are bound onto EdCIL India Limited, Noida (hereinafter called "EdCIL") in the sum of Rs..... (Rupees …….. only) for which payment well and truly to be made to the said EdCIL itself, its successors and assignees by these presents.

The conditions of these obligations are:

1. If the Bidder withdraws its Bid during the period of Bid validity or
2. If the Bidder, having been notified of the acceptance of its Bid by EdCIL during the period of Bid validity:
    i. fails or refuses to execute the Agreement form if required; or
    ii. fails or refuses to furnish the performance security, in accordance with the Bid requirement

We undertake to pay EdCIL up to the above amount upon receipt of its first written demand, without EdCIL having to substantiate its demand, provided that in its demand EdCIL will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to……. (Date) and any demand in respect thereof should reach the Bank not later than the above date.

Dated:…….

for (indicate the name of bank)
Signature of Banks Authorized official

Witness (Name)_____
Designation with Code No. ---------
Full Address----------

Annexure – 11

BID SECURITY-DECLARATION

(On Non-Judicial Stamp Paper of Rs. 100/- duly attested by the Notary Public)

To,

Tendering Authority
EdCIL (India) Limited
EdCIL House, Plot no. 18 A, Sector-16 A,
Noida – 201301 (U.P.)

Sir,

In response to the NIT No. _____ dated _____ 2025, I/We hereby undertake not to withdraw or modify our submitted bid during the period of validity and on award of the contract. We commit ourselves to submit the prescribed performance security and shall sign the contract within stipulated deadline defined in tender failing which our organization can be suspended for a year from being eligible to submit bid for contract/tender/EOI invited by EdCIL (India) Limited.

Thanking you,

Sincerely yours,

Name of the Bidder: -
Authorized Signatory: -
Seal of the Organization: -

Date:
Place:

Annexure-12

Name of the Bank: ----------

To
EdCIL (India) Ltd

PERFORMANCE GUARANTEE FORMAT

In consideration of the EdCIL acting through----- (Designation & address of Contract Signing Authority), (hereinafter called "EdCIL (India) Ltd") having agreed under the terms and conditions of agreement/Contract Acceptance letter No.---------- ---------- dt ……. made between……. (Designation & address of contract signing Authority) and ……. (here in after called "the said Service Provider" for the work……
….. (here in after called "the said agreement") having agreed for submission of a irrevocable Bank Guarantee Bond for ……. ……only)) as a performance security Guarantee from the Service Provider for compliance of his obligations in accordance with the terms & conditions in the said agreement.

1..... We (indicate the name of the Bank) hereinafter referred to as the
Bank, undertake to pay to the EdCIL (India) Ltd an amount not exceeding ₹ ……. (.....₹.....only) on demand by the EdCIL (India) Ltd.

2. We (indicate the name of the bank, further agree that (and promise) to pay the amounts due and payable under this guarantee without any demur merely on a demand from EdCIL (India) Ltd through the General Manager (HR), EdCIL (India) Ltd, Noida or ----------(Designation & Address of contract signing authority for any reason whatsoever as the Competent Authority of EdCIL deemed fit), stating that the amount claimed is due by way of loss or damage caused to or would be caused or suffered by the EdCIL (India) Ltd by reason of any breach by the said Service Provider of any of the terms of conditions contained in the said agreement or by reason of the Service Provider failure to perform the said agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding .. (Only).

3. (a) We(indicate the name of Bank) further undertake to pay to EdCIL (India) Ltd any money so demanded notwithstanding any dispute or dispute raised by the Service Provider in any suite or proceeding pending before any court or Tribunal relating to liability under this present being absolute and unequivocal.

(b) The payment so made by us under this Performance Guarantee shall be a valid discharge of our liability for payment there under and the Service Provider shall have no claim against us for making such payment.

4. We, (indicate the name of bank) to further agree that the guarantee herein

contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the EdCIL (India) Ltd under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged by ……..

(Designation & Address of contract signing authority) on behalf of the EdCIL (India) Ltd, certify that the terms and conditions of the said agreement have been fully and properly carried out by the said Service provider and accordingly discharges this guarantee.

5 (a) Not withstanding anything to the contrary contained herein the liability of the bank under this guarantee will remain in force and effect until such time as this guarantee is discharged in writing by the EdCIL (India) Ltd or until (date of validity/ extended validity) whichever is earlier and no claim shall be valid under this guarantee unless notice in writing thereof is given by the EdCIL (India) Ltd within validity/ extended period of validity of guarantee from the date aforesaid.

(b) Provided always that we……..(indicate the name of the Bank) unconditionally undertake to renew this guarantee or to extend the period of guarantee form year to year before the expiry of the period or the extended period of the guarantee, as the case may be on being called upon to do so by the EdCIL (India) Ltd. If the guarantee is not renewed or the period extended on demand, we……. (indicate the name of the Bank) shall pay the EdCIL (India) Ltd the full amount of guarantee on demand and without demur.

6. We, …….. (indicate the name of Bank) further agree with the EdCIL (India) Ltd that the EdCIL (India) Ltd shall have the fullest liberty without our consent and without effecting in any manner out of obligations hereunder to vary any of the terms and conditions of the said contract from time to time or to postpone for any time or from time to time any to the powers exercisable by the EdCIL (India) Ltd against the said service provider and to forbear or enforce any of the terms and conditions of the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said service provider for any bearance act or omission on the part of the EdCIL (India) Ltd or any indulgence by the EdCIL (India) Ltd to the said service provider for by any such matter or thing whatsoever under the law relating to sureties for the said reservation would relive us from the liability.

7. This guarantee will not be discharged by any change in the constitution of the Bank or the Service Provider.

8. We, (indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the EdCIL (India) Ltd in writing.

9. This guarantee shall be valid upto (Date of Completion plus Handholding Period). Unless extended on demand by EdCIL (India) Ltd. Notwithstanding anything

to the contrary contained hereinbefore, our liability under this guarantee is restricted to Rs……..(Rs……..only) unless a demand under this guarantee is made on us in writing on or before we shall be discharged from our liabilities under this guarantee thereafter.

Dated:

The day of For (indicate the name of bank)

Signature of Banks
Authorized official

Witness (Name)-------

Designation with Code No. ---------
Full Address---------

1 --

2.

Annexure – 13

Financial Bid

Financial document must be uploaded in Price Part of the Bid on the portal. Bid is liable for outright rejection, in case this price bid is submitted in technical part of the bid.

Selection of an Agency for Conducting Review and Assessment of Study In India Programme (A third party Assessment & Audit).

Sl. No.	Description	Basis of Charge	Rate Quote (excluding GST) (Rs)	GST Rates (in %)	GST Amount	Total Amount (with GST) (Rs)
		(A)	(B)	(c)	(D=B*C)	(E = (B+D)
1	**Cost of conducting review and assessment of Study in India Programme**	Lump Sum				
Grand Total (in Rs.)						

Total cost estimate for conducting review and assessment of Study in India Programme is Rs. …… including GST (Rs. in……words including GST).

Name of the Bidder: -
Authorized Signatory: -
Seal of the Organization: -

Date:
Place: