

# WEBEL TECHNOLOGY LIMITED

## **Notice Inviting Expression of Interest**

1.	EOI No. & Date	WTL/EOI/ASSESSMENT/24-25/003 dated 26.09.2024
2.	Brief description of Job	Implementation of Assessment, Grading and Evaluation along with GPS tagging of Madrasah under Directorate of Madrasah Education, Government of West Bengal
3.	EOI Fee	Rs.2000.00 (Rupees Two thousand only) in the form of Demand Draft from any Scheduled bank in favour of Webel Technology Limited payable at Kolkata
4.	Last date & time of Submission	03.10.2024 at 15.00 Hrs
5.	Date & time of Bid Opening	03.10.2024 at 15.30 Hrs
6.	Address of Communication for queries, if any	WEBEL TECHNOLOGY LIMITED (A Govt. of West Bengal Undertaking) Plot - 5, Block – BP, Sector – V, Salt Lake City,Kolkata – 700091.
7.	Venue of Bid Submission & Bid Opening	WEBEL TECHNOLOGY LIMITED (A Govt. of West Bengal Undertaking) Plot - 5, Block – BP, Sector – V, Salt Lake City,Kolkata – 700091.
8.	WTL Contact Person	Manager (Commercial) – 23673403-06 Email:purchase@wtl.co.in
9.	Any proposal received by WTL after the deadline for submission of proposals may not be accepted. WTL reserves the right to accept of the late entries.	
10.	WTL reserve the right to reject or accept or withdraw the EOI without assigning the reasons thereof.	
11.	Bidders must be present at the time of opening of the bid. WTL are not answerable for any queries of any bidder who remain absent at that time.	

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# WEBEL TECHNOLOGY LIMITED

## Section – A

### Expression of Interest for Implementation of Assessment, Grading and Evaluation of Madrasahs

Webel Technology Limited (WTL), a Govt. of West Bengal Undertaking is engaged in implementing major IT and ITeS Projects in the state of West Bengal. In addition to projects in the state of West Bengal, WTL has expanded its activities to other states like Odisha, Jharkhand, Chhatisgarh, etc.

#### **Work Details**

WTL is searching for interested agencies for Implementation of Assessment, Grading and Evaluation along with GPS tagging of Madrasah under Directorate of Madrasah Education, Government of West Bengal

The Implementation of Assessment, Grading and Evaluation along with GPS tagging of Madrasah will be delivered in each madrasah Under Directorate of Madrasah Education, Govt of West Bengal which will include:

1. **Assessment:** Assessment of teaching Learning Process (assessment of students on various subjects from class 6<sup>th</sup> to class 10<sup>th</sup>), Assessment of cocurricular Activities, including Life skills, Assessment of Infrastructure.
2. **Grading:** The madrasah will be graded according to their assessment reports in various categories.
3. **Evaluation:** Evaluation of madrasah according to the grading system will be done
4. **GPS Tagging:** There are approx. 600 madrasah are there every madrasah will be geo tagged according to the locations.

#### **Objectives:**

- To bring awareness among teachers, students, administrators, communities & stakeholders for quality education.
- To ensure the enhancement of reading, writing and numerical skills for all children studying in Madrasahs (6<sup>th</sup> to 10<sup>th</sup>).
- To ensure the list current infrastructure and co curricular facilities.
- To address gaps in achieving learning outcomes and to acknowledge achievement.
- To ensure the enhancement of subject knowledge for all children studying in class 6<sup>th</sup> to 10<sup>th</sup>
- To assess quality based classroom teaching learning processes followed in Madrasahs.
- To track the children based on learning outcome levels and identify focus areas for remedial action.

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## **Section - B**

### **Eligibility Criteria**

The agency is required to meet the following criteria to get qualified and submit documentary proof alongwith their offer:

1. The agency must be a company registered under the Companies Act, 1956/2013 or a Partnership or a Proprietary Firm. Documentary (Certificate of incorporation/ Partnership Deed) evidence to be submitted.
2. The agency must have an own office at Kolkata with valid statutory registration. Valid statutory registration document to be submitted within one month or to submit an undertaking to open an office in Kolkata within 30(thirty) days of receiving order.
3. Average annual turnover of Rs. 1.00 crore per year in the past three financial years (2021-2022, 2022-2023, 2023-2024). Submit audited balance sheet as well as last three years ITR. If in case the company has not filed ITR for the last financial year, CA certified certificate will be accepted.
4. Experience in providing assessment/consulting services to any state/central government education board/ university. Attach Experience Letter.
5. At least 5(five) years experience in software development/ERP in any state/central government education board/university. Attach Work order and experience Letter.
6. Must have experience of conduction Pre and Post exam activities of at least 50 thousand students per year in any state/central government education board/ university. Attach Work order and experience Letter.
7. A valid ISO 27001 and ISO 9000. Copy of the approved certificate to be submitted.
8. The agency must have valid GST Registration Certificate, PAN. Documentary evidence to be submitted.
9. The agency must have existence for at least 5 years as on 31<sup>st</sup> March 2024. Documentary evidenceto be submitted.
10. Updation and customization will be done in accordance to the department. No additional cost will be paid.
11. The agency must not have been blacklisted by any State/Central Government or PSU Organization or bilateral / multilateral funding agencies for breach of ethical conduct or fraudulent practices as on date of submission of the proposal (as per DIT guidance note issued on 26-Dec-2011). Declaration on agency's letter head to be submitted.

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## Section - C

### List of Documents to be Submitted

(EOI No. WTL/EOI/Assessment/24-25/003 dated 26.09.2024)

<b>Sl. No.</b>	<b>Documents Submitted</b>	<b>Document Submitted</b>	<b>Page No of Submitted Document Serial</b>
1	Documentary (Certificate of incorporation/Relevant document) as per Clause – 1 of Eligibility Criteria	Yes/No	
2	Documentary evidence as per Clause – 2 of Eligibility Criteria	Yes/No	
3	Documentary evidence as per Clause – 3 of Eligibility Criteria	Yes/No	
4	Documentary evidence as per Clause – 4 of Eligibility Criteria	Yes/No	
5	Documentary evidence as per Clause – 5 of Eligibility Criteria	Yes/No	
6	Documentary evidence as per Clause – 6 of Eligibility Criteria	Yes/No	
7	Declaration on letter head as per Clause – 7 of Eligibility Criteria	Yes/No	
8	Declaration on letter head as per Clause – 8 of Eligibility Criteria	Yes/No	
9	Declaration on letter head as per Clause – 9 of Eligibility Criteria	Yes/No	
10	Declaration on letter head as per Clause – 10 of Eligibility Criteria	Yes/No	
11	Declaration on letter head as per Clause – 11 of Eligibility Criteria	Yes/No	
12	Financial Capability format as per Section – E	Yes/No	
13	Agency's Details format as per Section – F	Yes/No	
14	Covering Letter format as per Section – G	Yes/No	
15	Copy of EOI duly stamped and signed	Yes/No	

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## Section – D

### Instructions to Agency

#### **1. Agency Disqualification**

- Proposal not submitted in accordance with the procedure and formats prescribed in this document or treated as non-conforming proposal.
- The agency imposes own conditions in the proposal.
- Proposal is received in incomplete form.
- Proposal is not accompanied by all the requisite documents.
- Information submitted in the proposal is found to be misrepresented, incorrect or false, accidentally, unwittingly or otherwise, at any time during the processing of the agreement (no matter at what stage) or during the tenure of the agreement including the extension period if any.
- Agency tries to influence the proposal evaluation process by unlawful / corrupt / fraudulent means at any point of time during the bid process.
- In case any one party submits multiple proposals under one methodology or if common interests are found in two or more agencies, the agencies are likely to be disqualified, unless additional proposals/agencies are withdrawn upon notice immediately.
- Agencies may specifically note that while evaluating the proposals, if it comes to, Webel Technology Limited's knowledge expressly or implied, that some agencies may have colluded in any manner whatsoever or otherwise joined to form an alliance resulting in delaying the processing of proposal then the agencies so involved are liable to be disqualified for this agreement as well as for a further period of three years from participation in any of the tenders floated by Webel Technology Limited.

#### **2. Interpretation of Documents**

If any Agency finds discrepancies or omission in the EOI documents or if agency is in doubt as true meaning of any part thereof, agency shall make a written request to the WTL authority for correction/clarification or interpretation before the submission of the tender.

#### **3. Language of Bid & Correspondence**

The documents must be prepared by the Agency in English language only. All the documents relating to the proposal (including brochures) supplied by the firm should also be in English, and the correspondence between the Agency & WTL will be in English language only. The correspondence by fax/E-mail must be subsequently confirmed by a duly signed formal copy.

#### **4. Governing Laws**

This contract shall be governed by and interpreted by Arbitration clause in accordance with Laws in force in India. The courts at Kolkata shall have exclusive jurisdiction in all matters arising under the contract. The Contractor shall keep himself fully informed of all current national, state and municipal law and ordinances.

#### **5. Corrupt or Fraudulent Practices**

WTL Committee requires that the agencies under this EOI observe the highest standards of ethics during the procurement and execution of such contracts. For this purpose the definition of corrupt and fraudulent practices will follow the provisions of the relevant laws in force. WTL Committee will reject a proposal for award if it detects that the agency has engaged in corrupt or fraudulent practices in competing for the contract in question. WTL Committee will declare a firm ineligible, either indefinitely or for a stated period of time, if it at any time determines that the firm has engaged in corrupt and fraudulent practices in competing for, or in executing, a contract.

#### **6. Enforcement of Terms**

The failure of either party to enforce at any time any of the provision of this contract or any rights in respect thereto or to exercise any option here in provided shall in no way be construed to be a waiver to such provisions, rights or options or in any way to affect the validity of the contract.

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The exercise by either party of any of its rights herein shall not preclude or prejudice either party from exercising the same or any other right it may have hereunder.

## 7. Erasures or Alternations

The offers with overwriting and erasures may make the EOI liable for rejection if each of such overwriting/erasures/manuscriptions is not only signed by the authorized signatory of the agency. There should be no hand-written material, corrections or alterations in the offer. Technical details must be completely filled up. Correct technical information of the product being offered must be filled in. Filling up of the information using terms such as "OK", "accepted", "noted", "as given in brochure/manual" is not acceptable. The Customer may treat offers not adhering to these guidelines as unacceptable. The Customer may, at its discretion, waive any minor non-conformity or any minor irregularity in the offer. This shall be binding on all agencies and the WTL Committee reserves the right for such waivers.

## 8. Sealing, Marking and Submission of Bid

Interested Agencies are required to submit their bids in separate sealed envelopes as per instructions given below: -

Agencies shall submit their bids in sealed envelope super-scribed with EOI document number, due date, Project name (Implementation of Assessment, Grading and Evaluation of Madrasahs).

### a. All Documents as per Section – C

The envelopes containing above documents shall be enclosed in a large envelope duly sealed and super-scribed with EOI document number, due date, Project name (Implementation of Assessment, Grading and Evaluation of Madrasahs).

The sealed envelope must be delivered to the Commercial Department, Webel Technology Limited, Plot - 5, Block-BP, Sector – V, Salt Lake City, Kolkata -700 091 through speed post/Courier or personally delivered to Manager (Commercial) or his designated personnel on or before 15.00 hrs. on 03.10.2024 and collect a receipt for submission. No other mode of delivery shall be accepted. WTL will not be responsible for any postal delay.

## 9. Evaluation Process:

- Agencies who will comply the items as per eligibility criteria will be selected. to give a demonstration of the entire project before the competent authority.
- Agencies, which will be selected by the competent authority, will be called for financial offer.
- Final Decision will be made by the competent authority.

10. **Award of Contract:** An affirmative Post Qualification determination will be prerequisite for award of the contract to the lowest quoted agency. A negative determination will result in rejection of agencies offer, in which event the WTL will proceed to the next lowest evaluated agency to make a similar determination of that agencies capability to perform satisfactorily.

## 11. General Terms

- All the pages of the bid document including documents submitted therein must be duly signed and stamped failing which the offer shall be liable to be rejected.
- All the documents to be submitted by the agency should be duly authenticated by the person signing the offer and if at any point of time during process or subsequently it is detected that documents submitted are forged/tampered/manipulated in any way, the total responsibility lies with the agency and WTL reserves the full right to take action as may be deemed fit including rejection of the offer and such case is to be kept recorded for any future dealing with them.
- No clarification will be entertained after opening of the bid.
- WTL reserve the right to reject or accept or withdraw the EOI in full or part as the case may be without assigning the reasons thereof. No dispute of any kind can be raised.
- WTL reserve the right to ask for clarification in the bid documents submitted by the agency. Documents may be taken if decided by the committee.

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- No dispute by the agencies in regard to evaluation will be entertained by WTL and decision taken by the WTL Committee will be final.
- The Court of Kolkata only will have the jurisdiction to deal with and decide any legal matters or dispute whatsoever arising out of the contract.
- Those agencies don't have GST Certificate; they may submit the self declaration in letter head. The decision of acceptance will be done by WTL Committee.
- Price will be taken from the qualified agency.

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## Section – E

### Format for Financial Capability

(EOI No. WTL/EOI/Assessment/24-25/003 dated 26.09.2024)

### FINANCIAL INFORMATION

Sl. No.	Name of the Agency	Turnover (Rs/Crore)		
		2021-22	2022-23	2023-24
1				

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Stamp of the Company: \_\_\_\_\_

**Note: Auditor Certificate to be attached along with this document**

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## Section – F

### Format for Agency Details

(EOI No. WTL/EOI/Assessment/24-25/003 dated 26.09.2024)

1	<b>Name of the Firm</b>	
2	<b>Correspondence / Contact address</b>	
	Name & Designation of Contact person	
	Address	
	Contact Number	
	PAN	
	Fax Number	
	E-mail Address	
3	<b>Office at Kolkata</b>	
	Office Address	
	Name & Designation of Contact person	
	Contact Number	
	E-mail Address	
4	Is the firm a registered company? If yes, submit documentary proof	
	Year and Place of the establishment of the company	
5	Is the firm <ul style="list-style-type: none"><li>▪ a Government/ Public Sector Undertaking</li><li>▪ a propriety firm</li><li>▪ a partnership firm (if yes, give partnership deed)</li><li>▪ a limited company or limited corporation</li><li>▪ a member of a group of companies, (if yes, give name and address and description of other companies)</li><li>▪ a subsidiary of a large corporation (if yes give the name and address of the parent organization). If the company is subsidiary, state what involvement if any, will the parent company have in the project.</li></ul>	
6	Is the firm registered with Sales Tax department? If yes, submit valid GST Registration certificate.	
7	Total number of employees. Attach the organizational chart showing the structure of the organization.	
8	How many years has your organization been in business under your present name? What were your fields when you established your organization	
9	List the major clients with whom your organization has been / is currently associated.	

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Company Rubber Stamp: \_\_\_\_\_

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## Section – G

### Format for Covering Letter

(Agencies are requested to furnish the Format given in this section and to be submitted on Letter Head)

**To,  
The Manager (Commercial)  
Webel Technology Limited  
Plot – 5, Block – BP, Sector – V,  
Salt Lake City,  
Kolkata – 700091.**

**Sub: Implementation of Assessment, Grading and Evaluation along with GPS tagging of Madrasah under Directorate of Madrasah Education, Government of West Bengal**

Dear Sirs,

1. We the undersigned agency having read and examined in details the scope of work and other documents of the subject EOI no. WTL/EOI/Assessment/24-25/003 dated 26.09.2024 do hereby propose to execute the job as per details as set forth in the documents.
2. We are enclosing necessary information according to the desired format. The information furnished by us in this Expression of Interest is correct and best to our knowledge. If at a later date it is revealed that any declaration made by us is false/incorrect, then our bid would automatically stand cancelled.
3. We further agree that if our proposal is accepted and qualified then we shall provide abide by all the instruction of WTL.
4. We further agree that if our proposal is accepted and qualified then we shall provide abide by all the instruction of WTL.
5. We understand that WTL reserves the right to decide whether or not to pre-qualify our firm without disclosing the reason whatsoever.

Dated, this .....day of..... 2024

.....  
Signature

.....  
Name in full

.....  
Designation

.....  
Company Stamp