

WEBEL TECHNOLOGY LIMITED

Notice Inviting Expression of Interest

1.	EOI No. & Date	WTL/EOI/Digital Content/24-25/001 dated 25.07.2024
2.	Brief description of Job	Implementation of Digital Content for Smart Classes for the Schools under 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	02.08.24. at 15.00 Hrs
5.	Date & time of Bid Opening	02.08.24. 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.	

WEBEL TECHNOLOGY LIMITED

Contents

<u>Section – A (Expression of Interest for Implementation of Digital Content)</u>	3
<u>Section - B (Eligibility Criteria)</u>	4
<u>Section - C (List of Documents to be Submitted)</u>	5
<u>Section – D (Instructions to Agency)</u>	6
<u>Section – E (Format for Financial Capability)</u>	10
<u>Section – F (Format for Agency Details)</u>	10
<u>Section – G (Format for Covering Letter)</u>	11

WEBEL TECHNOLOGY LIMITED

Section – A

Expression of Interest for Implementation of Digital Content

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 Digital Content for the schools under the Government of West Bengal.

Digital content for students in classes 5 to 10 encompasses a wide range of educational materials delivered through digital platforms in English and Bengali language. It includes:

1. **Interactive Textbooks** : Digital textbooks that offer multimedia elements like videos, simulations, and quizzes to enhance learning.
2. **E-Learning Platforms**: Online platforms hosting courses and lessons with features like live classes, recorded lectures, and assignments.
3. **Digital Libraries**: Access to vast collections of e-books, articles, and research materials for students to explore various topics.
4. **Educational Videos**: Curated video content covering different subjects, explaining concepts visually and engagingly.
5. **Online Assessments**: Tools for conducting quizzes, tests, and assessments to gauge students' understanding and progress.
6. **Teacher Resources**: Digital resources for educators including lesson plans, teaching guides, and professional development materials.
7. **Training**: Online and Offline training to all the identified schools.

Digital content in these forms not only makes learning more interactive and engaging but also supports personalized learning experiences tailored to individual student needs and learning styles.

WEBEL TECHNOLOGY LIMITED

Section - B

Eligibility Criteria

The agency is required to meet the following criteria to get qualified and submit documentary proof along with 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 15(fifteen) days of receiving order.
3. The agency must have existence for at least 5 years as on 31st March 2024. Documentary evidence to be submitted.
4. The agency must have ISO certification on Digital/e Content. Copy of the approved certificate to be submitted.
5. The agency must have valid GST Registration Certificate, PAN and Trade License. Documentary evidence to be submitted.
6. The agency must have executed similar type (Implementation of Digital Content) of minimum 200 schools. Copy of work order/Agreement to be submitted.
7. The Digital content should have combination of 2D and 3D animation. Multimedia development team should be located in Kolkata office. Self declaration document to be submitted on company's letterhead.
8. The content should be available in both Bengali and English for the classes from 5 to 10 with subjects preferably Bengali, English, Mathematics, Science (Physical Science and Life Science), History , Geography and mapped to West Bengal Board Syllabus. Self declaration document to be submitted on company's letterhead.
9. The Content should be available in both Online and Offline mode. Self declaration document to be submitted on company's letterhead.
10. Updation of the content in every three months is essential without any extra cost. Self declaration document to be submitted on company's letterhead.
11. Training: Online and Offline training must be given to all the identified schools across the state of West Bengal. Self declaration document to be submitted on company's letterhead.
12. 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.

WEBEL TECHNOLOGY LIMITED

Section - C

List of Documents to be Submitted

Sl. No.	Documents Submitted	Document Submitted	Page No of Submitted Document Serial
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	Declaration on letter head as per Clause – 12 of Eligibility Criteria	Yes / No	
13	Financial Capability format as per Section – E	Yes/No	
14	Agency's Details format as per Section – F	Yes/No	
15	Covering Letter format as per Section – G	Yes/No	
16	Copy of EOI duly stamped and signed	Yes/No	

WEBEL TECHNOLOGY LIMITED

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 he is in doubt as true meaning of any part thereof, he 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. 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.

WEBEL TECHNOLOGY LIMITED

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 (Digital Content).

a. All Documents as per Section – C

The envelopes containing above documents shall be enclosed in a large envelop duly sealed and super-scribed with EOI document number, due date, Project name (Digital Content).

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 02.08.2024 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 their product before the competent authority.
- Agencies, which will be selected by the competent authority, will be called for financial offer.

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.
- 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.

WEBEL TECHNOLOGY LIMITED

- 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.

WEBEL TECHNOLOGY LIMITED

Section – E

Format for Financial Capability

(EOI No. WTL/EOI/Digital Content/24-25/001 dated 25.07.2024)

FINANCIAL INFORMATION

Sl. No.	Name of the Agency	Turnover (Rs/Lakh)		
		2020-21	2021-22	2022-23
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

WEBEL TECHNOLOGY LIMITED

Section – F

Format for Agency Details

(EOI No. WTL/EOI/Digital Content/24-25/001 dated 25.07.2024)

1	Name of the Firm	
2	Correspondence / Contact address	
	Name & Designation of Contact person	
	Address	
	Contact Number	
	PAN	
	Fax Number	
	E-mail Address	
3	Office at Kolkata	
	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">▪ a Government/ Public Sector Undertaking▪ a propriety firm▪ a partnership firm (if yes, give partnership deed)▪ a limited company or limited corporation▪ a member of a group of companies, (if yes, give name and address and description of other companies)▪ 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.	
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: _____

WEBEL TECHNOLOGY LIMITED

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: Digital Content

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/Digital Content/24-25/001 dated 25.07.2024 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, thisday of2024

.....
Signature

.....
Name in full

.....
Designation

.....
Company Stamp