



Central Board of Secondary Education

(An autonomous Organisation under the Union Ministry of Human Resource Development, Govt. of India)

“ SHIKSHA KENDRA”, 2, COMMUNITY CENTRE, PREET VIHAR, DELHI – 110 092.

CBSE/CU/CCE/10/Datacapturing

Dated : 22nd Nov., 2010

LIMITED TENDER (Invited From NCR based Firms only)

Sub: Web based Software Development for **Data Collection/Capturing of Mark/Descriptive Indicators/ Grades in Scholastic and Co-Scholastic Areas** for the Board.

Sir,

I am directed to say that the Board has to capture data related to CCE from affiliated Schools of the Board through an application software which is both offline and online.

The Scheme, Scope and volume of work, period of the work to be done, terms & conditions are indicated in the enclosed Tender Form.

In case you are in a position to undertake and execute this work, you may please send your quotations in sealed cover super scribing "**Tender for Web based Software Development for Data Collection/ capturing**" of **Mark/ Descriptive Indicators/ Grades for Scholastic and Co-Scholastic areas** so as to reach the Secretary, CBSE, Preet Vihar, Delhi 110092 latest by 01st Dec., 2010 by 2.00 p.m. alongwith an Earnest Money Deposit (refundable) of Rs. 50,000/- in the form of Demand Draft drawn in favour of the Secretary, Central Board of Secondary Education payable at Delhi.

The quotation should be complete in all respect and it should be clearly mentioned that all the terms and conditions as per Tender Form enclosed are acceptable. Brief particulars about the work earlier done by the firm as indicated in Annexure-I may also be sent. The quotations received without earnest money or incomplete in any respect or received after 2.00 p.m. on the aforesaid date will not be accepted.

Sealing of Envelopes:

- a) The technical details and experience as per Annexure - I along with EMD Bank Draft be sealed in an envelope super scribing "**Technical Details for Web based Software Development for Data Collection/ capturing**"
- b) The rates as per Annexure- II be sealed in another envelope super scribing "**Rates for Web based Software Development for Data Collection/capturing**"
- c) These two envelopes be sealed in an envelope super scribing "**Tender for Web based Software Development for Data Collection/ capturing**"

The agencies having adequate experience and qualified manpower in development of software in the relevant field with proven track record & satisfactory performance certificate till date only shall be considered for allotment of work.

The technical bids will be opened on 01.12.2010 at 3.00 P.M. in presence of the tenderers who may wish like to be present. The date and time for opening of financial bids shall be informed later to those who will be found technically qualified.

Clarification, if any, can be sought on any working day during office hours with prior appointment.

Thanking you,

Yours faithfully,

(B M Gupta)
Head (Computer Centre)

Encl : As Above

**CENTRAL BOARD OF SECONDARY EDUCATION, DELHI
2 COMMUNITY CENTRE, PREET VIHAR, DELHI 110 301**

CBSE/CU/CLASS_X/CCE/2010

TENDER FORM

Form No. C

The Central Board of Secondary Education (CBSE), an autonomous organization under Ministry of Human Resource Development, Government of India, invites **Limited Tender** under Two Bid from **Web based Software Development Agencies** for **Data Collection/Capturing of Mark/ Descriptive Indicators/ Grades in Scholastic and Co-Scholastic Areas at Secondary School Examination from CBSE affiliated Schools** in India.

LAST DATE FOR SUBMISSION OF TENDER FORM	: 01.12.2010 UPTO 2.00 PM
OPENING OF TECHNICAL BID	: 01.12.2010 AT 3.00 PM

Eligibility conditions & Important Points:

- 1 At least five years experience with proven track record of software development for educational institutions and domain expertise in Education.
- 2 Has successfully implemented CCE (Continuous Comprehensive Evaluation) solution or equivalent in at least 10 Schools.
- 3 The agency should have its own software team for study, design, testing and implementation of the software and to provide appropriate technical support to the Board, as and when required.
- 4 The Minimum Average Annual turnover should be Rs 50 Lakhs or more for the last three financial years.
- 5 Earnest Money Deposit (refundable) for an amount of Rs. 50,000 (Rs. Fifty Thousand only) in the form of Demand Draft drawn in favour of the Secretary, Central Board of Secondary Education payable at Delhi must be enclosed with the tender.
- 6 Agencies must be registered with appropriate statutory authorities as required under law for taxation etc and must enclose copy of the same.
- 7 The agencies having adequate experience and qualified manpower in development of software in the relevant field with proven track record & satisfactory performance certificate till date only shall be considered for allotment of work.
- 8 The Tender Forms received without earnest money or incomplete in any respect will not be accepted.
- 9 Sealing of Envelopes:
 - d) The technical details and experience as per Annexure - I along with EMD Bank Draft be sealed in an envelope super scribing "**Technical Details for Web based Software Development for Data Collection/ capturing**"
 - e) The rates as per Annexure- II be sealed in another envelope super scribing "**Rates for Web based Software Development for Data Collection/capturing**"
 - f) These two envelopes be sealed in an envelope super scribing "**Tender for Web based Software Development for Data Collection/ capturing**"
- 10(a) The last date for submission of tender form is 01.12.2010 upto 2.00 PM.
(b) The technical bids will be opened on 01.12.2010 at 3.00 P.M. in presence of the tenderers who may wish like to be present. The date and time for opening of financial bids shall be informed later to those who will be found technically qualified.
- 11 Clarification, if any can be sought on any working days from Head (Computer Centre), CBSE, Preet Vihar, Delhi
- 12 The Board reserves the right to reject any or all the tender without assigning any reasons.

A. Scheme of Continuous and Comprehensive Evaluation (CCE) in the CBSE :

The Board has introduced the scheme of Continuous and Comprehensive Evaluation (CCE) for classes IX and X w.e.f. Academic session 2009-10 and it is to be followed in all schools affiliated with the Board (Secondary and Senior Secondary). Under the scheme of CCE, a candidate has to undergo various Scholastic and Co-Scholastic Areas for two years as per Scheme of Studies.

Scheme of Studies under CCE: the candidates are required to study following Scholastic Subject and to do activities in Co-Scholastic Areas for two years:-

I Scholastic Areas – Academic Performance :

Part 1(A) - Subjects of Study

Sub I & Sub II	Any two prescribed languages as per scheme of study (Out of the two languages one shall be English or Hindi)
Sub III, Sub IV & Sub V	Mathematics, Science & Social Science
Sub VI - Additional Subject (optional):	A candidate may offer any one additional subject as per Scheme of Study

All the students shall be required to undergo following assessments in each subject:

- Class IX : Term I - FA1 (10%) +FA2 (10%) + SA1 (20%) = 40 %
Term II - FA 3 (10%) +FA4 (10%) + SA2 (40%) = 60 %
- Class X : Term I - FA1 (10%) +FA2 (10%) + SA1 (20%) = 40 %
Term II - FA 3 (10%) +FA4 (10%) + SA2 (40%) = 60 %

FA - Formative Assessment, SA - Summative Assessment

Class IX - FA1, FA2, FA3, FA4 shall be school based internal assessment
SA1 and SA2 shall be School Conducted

Class X - FA1, FA2, FA3, FA4 shall be school based internal assessment
SA1 shall be School Conducted

SA2 shall be either **School Conducted or Board Conducted**
(Soft copy of Marks for Board conducted shall be provided by the Board)

Note : Marks/ Grades for all assessment for all subject are to be captured Term wise

Part 1(B) – Assessments in

a. Work Experience b. Art Education c. Physical and Health Education/ Games	Descriptive Indicators and Grades on a Five Point Scale are given
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II Co- Scholastic Areas:

Part 2

Part 2 A - Life Skills	- Thinking Skills - Social Skills - Emotional Skills	Descriptive Indicators and Grades on a Five Point Scale are given
Part 2 B - Attitude and Values towards	- Teachers - School-mates - School Programmes - Environment - Value Systems	Descriptive Indicators and Grades on a Three Point Scale are given

Part 3

Part 3 A	(Any two of following to be assessed) - Literary & Creative Skills - Scientific and ICT Skills - Visual & Performing Arts - Organizational & Leadership Skills	Descriptive Indicators and Grades on a Three Point Scale are given
Part 3 B Physical and Health Education	(Any two of following to be assessed) - Sports/Indigenous sports (Kho-Kho etc.) - NCC/NSS - Scouting and Guiding - Swimming - Gymnastics - Yoga - First Aid - Gardening/Shramdaan - Work Education - Value Systems	Descriptive Indicators and Grades on a Three Point Scale are given

Note : Descriptive Indicators and Grades under Part 1(B), Part 2 and Part 3 are to be captured in each activity for each student for Class IX and Class X separately

B. **Scope of Work** : The Web based Application Software Development for Data Collection/Capturing of Mark/ Descriptive Indicators /Grades for Scholastic Areas and Co-Scholastic Areas at Secondary School Examination shall involve the following :

1. To carry out the system study, design, develop, test, implement and maintenance of the user friendly Application software with necessary security features and role based access to Databases for data Collection/Capturing of Mark/ Descriptive Indicators /Grades for Scholastic Areas and Co-Scholastic Areas for CCE. The feature of the software should be
 - a. The Application Software need not completely be web based or dependent on Internet only
 - b. The Application Software shall have necessary Security features and role based access to Databases
 - c. The Application Software shall have necessary Database backup facility at both School and Board level
 - d. The Application Software shall have provision for schools to download and install the software from Board's website into School's Computer System
 - e. At the School level, the application software shall include minimum provision :
 - To download the Student's Master and their details from the CBSE Master Database available on Board's website based on Username and Password.
 - To link Students Master and their details along with key fields Registration No / Roll No. generated by the Board.
 - For Electronic Data capture of Marks of Formative Assessments & Summative Assessments – Roll No/Registration No. wise, Subject wise, Assessment wise, Term wise, Class wise etc. for all subjects
 - For Electronic Data capture of descriptive indicators and Grades for all activities of Co-Scholastic Skills - Roll No/ Registration No. wise, Term wise, Class wise , Activity wise etc.
 - To check logical errors like Range checking, Missing Mark, Absentee cases
 - To print edit list - missing/extra/duplicate Roll No/ Registration No list
 - To check validity of subjects offered by candidates as per Scheme of Studies
 - For repetitive Checklist and Correction/addition/deletion till data becomes error free
 - For Printing of checklist/ reports in the required format
 - To provide security before finalization and after finalization of data. At finalization of data locking at Principal level shall be required.
 - The Software should have provision of defining weightage assigned to Formative, Summative assessments.
 - f. Uploading of database created at School level into Board's database via Internet on Board's website :
 - To upload database from School's Computer System into Board's Database through internet
 - To check logical errors during/after uploading – Missing Roll No, Extra Roll No, Missing Marks/Grades, Invalid Marks/Grades, Invalid subject etc.
 - To generate confirmation message of successful export of data into Board's database

- For Final Printing of reports (without save mode i.e save, save has to be de-activated) in the required format for forwarding certified copy by the school Principal to the CBSE
 - Once Final Report is printed from Board's website, no provision to modify details
 - To update soft copy of marks of SA2 for Board conducted provided by the Board and to print any errors during posting – Missing Roll No, Extra Roll No, Missing Marks/Grades, Invalid Marks/Grades, Invalid subject etc.
 - To provide soft copy of Marks/ Descriptive Indicators/ Grades database in the format as per requirements of the Board.
- g. To generate various MIS reports for CBSE as per format provided at regular intervals.

2. Preparation of e-Manuals for:

- Installation of Software
- Users manual for school
- Users manual for the Board
- Training to CBSE team for support to schools

3. Support to Schools through :

- Online-Assistance (Telephonic support) by setting a Call Centre at CBSE premises
- Web based support portal
- Remote Admin Support (Using Team Viewer)

4. Maintenance of Software with modifications subsequently

C. Volume of Work : 10 lakhs candidates from approx. 10,500 schools

D. Period during which work is to be carried out :

a) System study, designing, development and testing : 8th December to 31st December 2010

b) Implementation, maintenance and support to schools : January to April 2011

I. For Academic session 2009-11: data capturing/ collection of Marks/ Descriptive Indicators/ Grades :

- i For all Scholastic Areas - Marks/ Grades for:
 - FA3, FA4, SA2 for Class IX (2009-10)
 - FA1, FA2, SA1 for Class X (2010-11)
 - FA3, FA4, SA2 for Class X (2010-11)
- ii For all Co-Scholastic Areas - Descriptive indicators with Grades:
 - For Class IX (2009-10) and Class X (2010-11)

II. For Academic session 2010-12: data capturing/ collection of Marks/ Descriptive Indicators/ Grades :

- i For all Scholastic Areas - Marks/ Grades for:
 - FA1, FA2, SA1 for Class IX (2010-11)
 - FA3, FA4, SA2 for Class IX (2010-11)
- ii For all Co-Scholastic Areas - Descriptive indicators with Grades:
 - For Class IX (2010-11)

Note:-

1. The agency will have to ensure that data from schools for all candidates and for all subjects and activities as per the database given has been received.
2. The agency will have to ensure that the marks and any conversion criteria if used, is correct and as per approved by the Board
3. The agency will have to ensure the accuracy of data and data security of the databases during data entry, transferring of data etc
4. The agency will have to ensure the reports are prepared as per instructions of the Board in the formats given/approved by the Board after getting clearance in writing from the Board and will have to ensure 100 percent accuracy.

5. The agency will have to ensure required band width, load on server, server space, database space so that the required uptime of the of the site/portal is kept for smooth functioning, if web servers and other hardware requirements are arranged by the agency
6. The Application Software may be required to be implemented either on web servers arranged b the agency of by the Board

E. TERMS AND CONDITIONS

1. The technical details may please be submitted in Annexure-I and rates for Software development in Annexure II
2. The agency shall have to execute an agreement on non-judicial stamp paper of Rs. 10/- if considered for allotment of the work with terms and conditions as decided by the Board.
3. The agency to which the work is allotted will be required to deposit 10 percent of the total likely amount payable to it for the work as a performance guarantee in the form of a Bank Guarantee.
4. The time schedule may be required to be adjusted as per requirements of the CBSE and is to be observed strictly as per directions of the CBSE from time to time, as the work of data capturing/ collection is highly time bound and sensitive. In case of any delay in supplying the desired output, on the part of the agency, it shall be liable to pay charges @ Rs.2, 000/- per day delay to the CBSE.
5. In case the agency is not able to execute the job in time or to the entire satisfaction of the CBSE, the Chairman, CBSE may allot the work to any other agency at any time. The difference between the rates agreed to between the Board and the third party, which would undertake such work shall be liable to be payable by the defaulting firm along with the penalty, if any, imposed by the Chairman of the Board. The Bank Guarantee submitted by the firm shall be liable to be forfeited in whole or part as per decision of the Chairman of the Board, which shall be final.
6. The agency shall be required to undertake full responsibility of the safe custody and to maintain secrecy of documents/ data supplied by the Schools/Board. Each document and data given by the Schools/Board will have to be kept strictly confidential and no part of it shall be divulged to any person at any time without written authorisation from the Board. In case of lapse, the agency will be fully responsible for the consequences.
7. The Board reserves the right to reject any or all the tender without assigning any reasons.
8. The payment will be made after satisfactory completion of work only.
9. The agency shall have to provide Source Code of software along with System Study, System Designed and all developed manuals to the Board. Any modification in the software shall be done free of cost during Ist year of implementation.
10. The data stored in the database shall be the property of the Board and the agency will have to supply a copy of the updated data file on CD as and when required by the Board. Data will not be erased without written permission of the Board.

CENTRAL BOARD OF SECONDARY EDUCATION

Technical Details for Software Development for Data Collection/Capturing of Marks/ Descriptive Indicators / Grades for Scholastic Areas and Co-Scholastic Areas**NOTE : 1 TO BE SEALED SEPARATELY WITH BANK DRAFT OF EARNEST MONEY****2 Tenderers must read the instructions/terms & conditions carefully before filling up Annexure-I.****1. ABOUT THE FIRM**

a	Year of establishment	
b	Type of firm /organization (Proprietary/Private/Public/Govt.)	
c	Copy of Registration, if applicable	
d	Total Turnover during : 2007-2008	
	2008-2009	
	2009-2010	
	(Attach photocopies of Audited Balance Sheet)	
e	Income Tax No. (PAN No. /TIN No.)	
	Service Tax Registration No.	
	Attach photocopies of both and photo copy of Income Tax clearance certificate)	
f	Details of premises : Owned/ Rented	
	Area in Sq.mtr	
g	Quality Certification No, if any	
	Details of Issuing Authority	
	Validity of Certificate	From To
h	Main activities of the organization:	
i	Since when engaged in Software Development	
	Traditional method	
	Web based	
	Educational Software	
j	Domain Expertise	
	Experience in Domain Expertise	

j) Past experience in software development for educational institutions and expertise in Education with the name of the schools/ university/ organisation(s), nature of activity, volume of work in terms of candidates, duration for completion and success rate of software implemented and since when:

	2006-2007	2007-2008	2008-2009	2009-2010
List of Name of School/University where the software is implemented				
Contact Person along with Telephone No.				
Platform Used for Software Development				
Database Used for Software Development				
Languages/Tools used for Software Development				

Any other related information with the Software Development like Servers etc				
Volume of Project				
Duration for Completion of Project				
Value of the Project (Copy of work order to be enclosed)				

k) Past experience in CCE or equivalent software development for educational institutions and expertise in assessment in Education with the name of the schools, duration for completion and success rate of software implemented and since when:

	Since 2009
List of Schools where the software is implemented	
Contact Person along with Telephone No.	
Platform Used for Software Development	
Database Used for Software Development	
Languages/Tools used for Software Development	

Note:- 1. Attach “Since implementation Software working satisfactorily “– recent performance Certificate from the Schools / University/ organization to whom you have rendered services. Please indicate telephone number and name of contact person for whom you have handled the above jobs.
2. Use separate sheet if space not adequate for writing. Please provide information in the sequence only.

2. PROFESSIONAL SUPPORT AVAILABLE:

- a) Manpower:- Number of persons available at different level on regular roll , their experience in relevant field and since when with the firm
- b) Hardware for Software Development

2. **Have you ever been debarred by any School/ Board/ University/ Organisation :** If Yes, Please mention why and when were you debarred.

3. **Details of Earnest Money deposit (Please attach draft with this annexure) :**

Amount :
Demand Draft Number : **Date of Issue :**
Bank Drawn :

Certified that all the terms and conditions of this TENDER are accepted by us.

Contact Person : Telephone No.: Mobile No. :.....

**Authorised Signatory
(With full name,designation and stamp)**

CENTRAL BOARD OF SECONDARY EDUCATION

Financial Bid for Software Development for Data Collection/Capturing of Mark/ Descriptive Indicators / Grades for Scholastic Areas and Co-Scholastic Areas**NOTE : TO BE SEALED SEPARATELY****RATES FOR THE WORK INDICATED IN THE TENDER FORM****Rates must be quoted exclusive of all taxes**

Sl.No	Activity	Rates exclusive of all taxes with details of taxes applicable and their rates
1	Activity B1 & B2 of Tender Form with Source Code and documentation for source code	Rs. (One Time Cost)
2	Activity B1 & B2 of Tender Form without Source Code and without documentation for source code	Rs. (One Time Cost)
3	Activity B4 of Tender Form	Rs. (yearly)

Additional / Optional Items :

4	Activity B3 of Tender Form Cost of Technical Professional during Jan-Apr (Space and infrastructure shall be provided by the Board in CBSE premises) No of Persons required for above support	Rs Per month/ Per Person persons
5	If Web server and related space on server arranged by the agency	Rs. (Yearly)

Certified that all the terms and conditions of this TENDER are accepted by us.**Contact Person : Telephone No.: Mobile No.**

Authorised Signatory
(With full name, designation and stamp)