



# The Lawrence School

Lovedale, The Nilgiris - 643003

## **NOTICE INVITING TENDERS**

**Tender for Supply, Installation, Testing, Commissioning, and Maintenance of the CBSE-Aligned Digital SmartClass Content Solution (Grades 5–12) at The Lawrence School, Lovedale**

## **Tender notice**

Notice Inviting Tender No	<b>NIT/LSL/IT/005/2025</b>
Tender Inviting Authority	The Lawrence School, Lovedale
Place of availability of Tender Documents (NIT)	<a href="http://www.thelawrenceschool.org/tenders">www.thelawrenceschool.org/tenders</a>
The contact Person	Mr. Krishna Kumar (HOD – IT Department)
Name of the Project Work	<b>Supply, Installation, Testing, Commissioning, and Maintenance of the CBSE-Aligned Digital SmartClass Content Solution (Grades 5–12) at The Lawrence School, Lovedale</b>
Address to send Prebid queries	pc@thelawrenceschool.org and ceit@thelawrenceschool.org
Place for submission of bids	The Lawrence School, Lovedale
SD Amount	₹25,000/- Security Deposit has to be paid by the successful bidders before the finalization of the contract.
Address for communication	Headmaster, The Lawrence School, Lovedale, The Nilgiris, Tamil Nadu- 643003
Nature of bid process	<b>Two stage bidding system – Technical and financial proposals</b>
Proposal Evaluation Process	Quality cum Cost Based System (QCBS) of evaluation 70:30 (70 points for technical bids and 30 points for financial bids)
LSL would endeavour to adhere to the following schedule:	
<b>Event</b>	<b>Date – Deadline</b>
Release of NIT	26.08.2025
Pre–bid queries On Call (9.00 AM to 5.00 PM weekdays)	28.08.2025 to 05.09.2025
Last date and time for submission of bids	08.09.2025 (3.00 PM)

Telephone: 0423 2453300

email: [pc@thelawrenceschool.org](mailto:pc@thelawrenceschool.org),

[ceit@thelawrenceschool.org](mailto:ceit@thelawrenceschool.org)

#### DISCLAIMER:

The information contained in this NIT document or subsequently provided to Vendor/Supplier, whether in document or verbal or any other form by or on behalf of The Lawrence School, Lovedale, Ooty, Tamil Nadu, any of its employees or advisors, is provided to Vendor/Supplier on the terms and conditions set out in this NIT document and such other terms and conditions subject to which such information is provided.

The purpose of this NIT document is to provide interested parties with information that may be useful to them in eliciting their proposals pursuant to this NIT document. This Tender document may not be appropriate for all persons, and it is not possible for the School, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this NIT document.

This NIT document includes statements, which reflect various assumptions and assessments made by the School in relation to the Contract. Such assumptions, assessments and statements do not purport to contain all the information that each Vendor/Supplier may require.

The assumptions, assessments, statements and information contained in this NIT document, may not be complete, accurate, adequate or correct. Each Vendor/Supplier should, therefore, conduct his/her own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this NIT document and obtain independent advice from appropriate sources.

Information provided in this document to the Vendor/Supplier is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The School accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The School, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Vendor/Supplier 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 NIT document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the NIT document and any assessment, assumption, statement or information contained therein or deemed to form part of this NIT document or arising in any way in this NIT Stage.

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### **Scope of the work:**

The Lawrence School, Lovedale, Ooty, Tamilnadu (hereinafter referred to as the “**LSL/School**”), an Educational Institution, invites NIT(s) for **Supply, Installation, Testing, Commissioning, and Maintenance of the CBSE-Aligned Digital SmartClass Content Solution (Grades 5–12)** (as per Annexure-II) for The Lawrence School in its permanent campus at Lovedale as per the NIT document.

### **Objective**

To implement a robust and interactive Digital SmartClass Content Solution for students of Classes 5 to 12, aligned with the latest **CBSE curriculum and NCERT textbooks**, aimed at enriching the teaching-learning process through technology-enhanced educational content.

## Deliverables

### Curriculum-Aligned Digital Content

The service provider shall deliver high-quality, grade-specific digital content aligned with **NCERT textbooks** and **CBSE learning outcomes** for Classes 5 to 12 for **30 Classroom licenses**. The subjects covered will include:

#### Middle School (Classes 5–8)

- English
- Hindi / Tamil/ French - Second Language
- Hindi / Tamil/ French/ Sanskrit -Third Language
- Mathematics
- Science
- Social Science

#### Secondary (Classes 9–10)

- English Language & Literature
- Hindi / Tamil/ French - Second Language
- Mathematics (Standard & Basic)
- Science (Physics, Chemistry, Biology)
- Social Science (History, Geography, Political Science, Economics)
- Information Technology

#### Senior Secondary (Classes 11–12)

##### Stream-wise subjects (Science / Commerce / Humanities):

- **Science:** English, Physics and Chemistry
- **Commerce:** English, Accountancy and Business Studies
- **Humanities:** English, History and Geography
- **4th Subject:** Biology, Economics, Computer Science, Physical Education and Fine Arts
- **5th Subject:** Mathematics, Applied Mathematics, Informatics Practices, Artificial Intelligence, Psychology and Political Science.

### Content Features

- Mapped to NCERT textbook chapters and CBSE guidelines
- Animated videos and interactive simulations
- Concept clarity through real-life examples and 3D models
- Chapter-wise summary and key point reviews
- Multiple-choice questions, and competency-based assessments
- Support for bilingual instruction (English + Hindi)
- Printable worksheets, practice exercises, and downloadable PDFs
- Teacher aids: Lesson plans, presentation slides, and teaching notes

### **Support & Maintenance**

The service provider shall offer comprehensive service and technical support for a **minimum period of three years**, including regular content updates in line with CBSE/NCERT syllabus changes, technical troubleshooting (both onsite and remote), software and platform updates with necessary security patches, and teacher refresher training sessions as required..

The tender document can be downloaded from the School website at URL Link:

**<https://www.thelawrenceschool.org/tenders>**

### **Eligibility Criteria for the Service Provider (SP):**

All the Vendors/Service Provider must fulfil the following eligibility criteria and submit the documents and the declarations (duly self-attested) in support of their claim along with the NIT. The applications of those not meeting the Eligibility Criteria stated below and not accompanied with the requisite documents will be treated as incomplete and hence be rejected.

- i. Must be a registered entity under the Indian Companies Act, LLP Act, or Partnership Act.
- ii. **Document:** Certificate of Incorporation / Registration
- iii. Minimum **3 years' experience** in providing digital content solutions for K–12 education, aligned with **CBSE and NCERT curriculum**.
- iv. **Document:** Work orders / Completion certificates from schools
- v. Successfully implemented digital smartclass solutions in **at least 10 schools** (preferably CBSE-affiliated).
- vi. **Document:** Client list with contact details
- vii. **Content Alignment:** Must provide digital content strictly aligned with NCERT textbooks and CBSE syllabus for Classes 5–12, available in English and optionally in Hindi.
- viii. **Document:** Sample content demo links, chapter mapping
- ix. **Technical Capability:** Must offer a robust content delivery platform supporting offline/online access, interactive boards, and multiple user logins.
- x. **Document:** Product brochure / Technical datasheet
- xi. Must provide training for teachers and ongoing technical/content support.
- xii. **Document:** Training plan and support details
- xiii. Minimum average annual turnover of ₹10 lakhs in the last 3 financial years.
- xiv. **Document:** Audited balance sheets / CA certificate

- xv. **Legal Compliance:** Must not be blacklisted by any Government/PSU/Educational Institution.
- xvi. **Document:** Self-declaration
- xvii. **GST & PAN Registration**
- xviii. Must have valid GST and PAN registration.
- xix. **Intellectual Property Compliance:** If content is proprietary, must confirm full rights and non-infringement.
- xx. **Document:** IP ownership declaration

### **Contract Period**

The Contract shall initially be valid for a period of **Three (3) years** and may be extended on **year-to-year basis** for further **two years period** based on satisfactory performance and with mutual consent and rates, terms & conditions mutually agreed at the time of extension.

### **Support & Maintenance**

The Service Provider shall offer end-to-end support and maintenance services for a minimum period of **three (3) years** from the date of commissioning of the Digital SmartClass Content Solution, with the objective of ensuring uninterrupted, secure, and optimal performance of the content delivery platform, software, and associated classroom integration.

### **Evaluation of NIT**

- The NIT will be evaluated based on the rate list quoted in **Annexure–II**. The rate list of any Vendor/Supplier who does not fulfill the **Eligibility Criteria** shall be rejected.
- **Selection of Vendor:** Only those vendors who qualify in the **Technical Evaluation** shall be considered for evaluation of commercial bids.
- The procurement will be conducted in accordance with the **General Financial Rules (GFR)** – **Quality-cum-Cost Based System (QCBS)** guidelines.

### **Evaluation and Procurement Process:**

An open tender will be published on the School's official website to invite quotations.

**Technical Bid:**

- Vendors must provide a live demonstration of their Digital SmartClass Content Solution to the Technical Evaluation Committee.
- The technical evaluation of the bids will be conducted first by the Technical Evaluation Committee members as per **GFR QCBS** norms.

**Technical Functional Evaluation Framework**

The bid response of the SI /Bidder that qualify as per the Pre-Qualification criteria, would be evaluated based on the following Technical Functional Evaluation framework:

Criteria	Total Marks
Number of classes where the shortlisted Service Provider have carried out Similar work >40 and <= 75 classrooms: 10 marks >75 and <= 100 classrooms: 15 marks >100: 20 marks	20
Desired learning outcomes are clearly stated and meet the scope of work	10
Coverage/scope of the contents is as per the syllabus mentioned in Annexure II and is sufficient & easy to understand	20
Content is accurate, factual and covers minimum time duration	20
The content is interactive, user friendly structured & easy to access	10
Level of innovations used in the learning styles/approaches in the content	15
Extensiveness of the training plan presented by the bidders including the qualifications of the trainers	5
<b>Total</b>	<b>100</b>

The minimum qualifying mark for the technical functional evaluation is 70 out of a total of 100 marks as per the evaluation criteria listed above and denoted by Ts.



As an Example, the following procedure will be followed:

Overall Score (OS) of a bidder will be his Technical Score (TS) plus his Financial Score (FS) and will be evaluated as under:

$$\text{Overall Score} = \text{Technical Score (TS)} * 0.7 + \text{Financial Score (FS)} * 0.3$$

A maximum of 100 marks will be allocated for the Technical Bid. Technical bid will be evaluated as per the technical bid evaluation table shown in above table with this RFP.

Technical Score of a bidder will be evaluated as under:

$$\text{Technical Score} = (\text{Bidder's Technical Score} / \text{Highest Technical Score}) * 100$$

Where TBV stands for Technical Bid Value of a bidder. Financial bid will be evaluated as under:

$$\text{Financial Score} = \text{Lowest Financial Bid Value (LFBV)} / \text{Financial Bid Value (FBV)} \times 100$$

Where LFBV stands for Lowest Financial Bid Value and FBV stands for Financial Bid Value of the concerned bidder.

#### **Financial Bid:**

- After the technical evaluation, the Financial Bids of only technically qualified vendors will be opened by the Purchase Committee.
- The selection will be based on the **Quality-cum-Cost Based System (QCBS)** with **70% weightage for the Technical Evaluation** and **30% weightage for the Financial Bid**.
- Negotiations, if required, will be conducted only with the L1 vendor, subject to approval by the competent authority.

A Committee constituted by the School shall evaluate the tenders. The decision of the Committee in the evaluation of the NIT shall be final, and no correspondence will be entertained outside the process of negotiation/discussion with the Committee.

Any attempt by the Vendor/Supplier or their representatives to influence the decision on the NIT, officially or otherwise, shall result in the NIT being summarily rejected. The Committee is fully empowered to take the final decision regarding the NIT.

## Submission of NIT

All quotations must be submitted to the Purchase Committee either:

- In a sealed cover addressed to the Purchase Committee, The Lawrence School, Lovedale, Ooty – 643003, Tamil Nadu  
OR
- Via email to **pc@thelawrenceschool.org** with a CC to **ceit@thelawrenceschool.org**

### Important:

- The **Technical Bid** must be submitted separately, as per **Annexure–II**.
- The **Financial Bid** must be submitted separately, as per **Annexure–III**.
- Bids not conforming to the prescribed formats or submitted after the due date will be rejected.

## 2. Security Deposit: (Applicable for the successful bidders)

- i. The Vendor/Service Provider shall be required to submit the Security Deposit (SD) for an amount of ₹25,000/- (Rupees Twenty Five Thousand only) before finalization of the contract. The Vendor/Service Provider may submit the SD through Demand Draft or online bank transfer as per the bank details given below:

### **The bank details of The Lawrence School Account for online transfer:**

**Account Holders Name: The Headmaster, The Lawrence School, Lovedale**

**Account Number: SB A/C 10920587087**

**Bank Name: State Bank of India**

**IFSC CODE: SBIN0003162**

**Bank Address: The Lawrence School Campus, Lovedale**

Note: The proof of payment including name of the bank, amount of SD, date of transfer, UTR No. shall be attached to the NIT Document (in a separate sheet), in case of online transfer.

- ii. The SD amount will not carry any interest.
- iii. SD is not exempted to any Organizations/Institutions/Communities/Society/ Voluntary organization, etc.
- iv. Vendor/Service Provider whose SD is already with the School need not to pay SD again.

- v. Security deposit of the successful Vendor/Service Provider shall be forfeited, if he/she refuses or neglects to execute the order within the time frame as specified by the School.
- vi. The School reserves the right to reject any one or all the NIT's received without assigning any reason. No correspondence in respect of the decisions arrived by the tender committee will be entertained.

### 3. **Allotment of Contract:**

As per the recommendations of the Committee, the contract will be allotted to the successful Vendor/Supplier. The successful Vendor/Supplier shall enter into an agreement for **Supply, Installation, Testing, Commissioning, and Maintenance of the CBSE-Aligned Digital SmartClass Content Solution (Grades 5–12)** at The Lawrence School, Lovedale for which he/she emerged as successful Vendor/Supplier within 7 days from the date of issue of letter of Intent.

### 4. **Termination of Contract:**

- i. The School is at liberty to terminate the Contract with one-month notice, without assigning any reasons.
- ii. If even after award of contract, the information/facts submitted by the Vendor/Supplier are found misleading/incorrect/false etc., The Headmaster of The Lawrence School, Lovedale, reserves the right to terminate the contract.
- iii. In case The Lawrence School, Lovedale, suspects or finds any supply is entrusted to any sub-contractor on piecemeal basis or on regular terms, The Headmaster, The Lawrence School, Lovedale, reserves the right to terminate the contract without assigning any reasons
- iv. The Headmaster, The Lawrence School, Lovedale, shall have the right to terminate the contract, by giving 30 days' notice, if in his opinion the quality of services offered is not up to the standard/satisfactory.

### **GENERAL TERMS AND CONDITIONS OF CONTRACT:**

- 1. The contract will be for a period of one year, or a period that is on mutual agreement, commencing from the date of signing the contract.
- 2. In case of any dispute between the successful Vendor/Supplier and its employee, The Lawrence School, Lovedale will have no responsibility and shall not be responsible for

any compensation in any form to such employment to any of such employees during or after the expiry of this agreement.

3. The successful Vendor/Supplier will have to provide good quality and standard product of items to The Lawrence School, Lovedale, as specified in Annexure-II.
4. The successful vendor /supplier will ensure compliance of all the relevant provisions of the Laws / terms of contract.
5. The successful Vendor/Supplier shall not do anything inside or outside the premises, which may create nuisance or any cause of annoyance to the students, working staff or to the visitors visiting the premises.
6. These are only proposed draft terms & conditions and can be modified/changed or added at the time of finalization and signing the agreement.
7. Conditional/Incomplete offers not conforming to tender document will be rejected.
8. If the Vendor/Supplier is a partnership of two or more persons all such persons shall be jointly and severally liable to the School for the fulfillment of the terms of contract.
9. The Vendor/Supplier will be held wholly responsible for any action taken by statutory bodies for violation /non – compliance of any such provision/rule.
10. If a dispute or difference of any kind shall arise between The Lawrence School, Lovedale, and the Contractor in connection with or relating to the Contract, the parties shall make every effort to resolve the same amicably by mutual consultations.
11. Venue of Arbitration: The venue of arbitration shall be the place from where the Contract has been issued, in this case The Lawrence School, Lovedale.
12. The Court of Judicature at The Nilgiris will have the exclusive jurisdiction to try the disputes.
13. The Vendor/Supplier shall be governed by and interpreted in accordance with laws of India for the time being in force.

**Payment Terms: -**

The payment for the **Digital SmartClass Content Solution (Grades 5–12)** service shall be made in **Twelve (12) equal quarterly installments**. An **advance payment** will be released at the **beginning of each quarter**, subject to the following condition:

- The payment will be released after deducting TDS as per applicable Government norms.
- Payment shall be made **within fifteen (15) days** of receipt of the **original invoice** from the service provider.

**Date:**

**Signature of the  
Vendor/Supplier**

## **Annexure - I**

### **Vendor/Supplier Information Sheet**

Name of the Vendor/Supplier :  
Office Address :  
Office Contact Number :  
Company Email ID :  
Website :  
PAN Card Number :  
GST Registration Number :  
Name of the Proprietor :  
Contact Number of the Proprietor :  
Proprietor Email ID :  
Nature of Current Business/Trade : Manufacturer/Distributor/Service Provider  
Year of establishment :  
EMD Particulars :

#### **Key Contacts**

Service Contact No :	Email Id :
Sales Contact No :	Email Id :
Alternate Contact No:	Email Id :

#### **Vendor/Supplier's Bank Details:**

Name of A/c Holder :  
Bank Name :  
Branch Name :  
A/c Number – SB or CA :  
IFS Code :

Signature of the Vendor/Supplier

## **Details of Technical Requirement**

**Supply & Installation of digital contents and software for the smart classrooms will be based on the syllabus and languages mentioned below:**

### **Deliverables**

#### **Curriculum-Aligned Digital Content**

The service provider shall deliver high-quality, grade-specific digital content aligned with **NCERT textbooks** and **CBSE learning outcomes** for Classes 5 to 12 for **30 Classroom licenses**. The subjects covered will include:

#### **Middle School (Classes 5–8)**

- English
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#### **Secondary (Classes 9–10)**

- English Language & Literature
- Hindi / Tamil/ French - Second Language
- Mathematics (Standard & Basic)
- Science (Physics, Chemistry, Biology)
- Social Science (History, Geography, Political Science, Economics)
- Information Technology

#### **Senior Secondary (Classes 11–12)**

#### **Stream-wise subjects (Science / Commerce / Humanities):**

- **Science:** English, Physics and Chemistry
- **Commerce:** English, Accountancy and Business Studies
- **Humanities:** English, History and Geography
- **4th Subject:** Biology, Economics, Computer Science, Physical Education and Fine Arts
- **5th Subject:** Mathematics, Applied Mathematics, Informatics Practices, Artificial Intelligence, Psychology and Political Science.

**Content Features**

- Mapped to NCERT textbook chapters and CBSE guidelines
- Animated videos and interactive simulations
- Concept clarity through real-life examples and 3D models
- Chapter-wise summary and key point reviews
- Multiple-choice questions, and competency-based assessments
- Support for bilingual instruction (English + Hindi)
- Printable worksheets, practice exercises, and downloadable PDFs
- Teacher aids: Lesson plans, presentation slides, and teaching notes

Signature of the Vendor/Supplier

## **Annexure - III**

### **Details of Finance Bid**

The Lawrence School, Lovedale, needs the following service at its campus:

<b>Requirement</b>	<b>Qty Classroom License</b>	<b>Charges per quarter</b>	<b>Total Value for three (3) years Inclusive of GST (₹)</b>
<b>CBSE-Aligned Digital SmartClass Content Solution (Grades 5–12)</b> The service provider shall deliver high-quality, grade-specific digital content aligned with <b>CBSE curriculum and NCERT textbooks</b> and CBSE learning outcomes for Classes 5 to 12.	30		

#### **Support & Maintenance**

The service provider shall offer **comprehensive service and technical support** for a **minimum period of 3 years**, which shall include:

- Regular content updates as per CBSE/NCERT syllabus changes
- Technical troubleshooting (onsite & remote)
- Software/platform updates and security patches
- Teacher refresher training sessions as required

Signature of the Vendor/Supplier