

BOARD OF SCHOOL EDUCATION HARYANA BHIWANI
HANSI ROAD, BHIWANI – 127021
Ph.: (91) 01664-244171 to 244176
E-Mail : hbse@hry.nic.in

Request for Expression of Interest (EOI)

Board of School Education (BOSE) Haryana, Bhiwani invites Expression of Interest for empanelment of agency/agencies for checking/marking of answer books for D.Ed. Examination, 2012 who possess the necessary infrastructure and can undertake management of processes in accordance with the EOI.

Interested parties fulfilling the required parameters as per details and formats available at www.hbse.nic.in may submit their proposal in favour of Secretary, BOSE, at the above address in the sealed envelope subscribed on it “EXPRESSION OF INTEREST FOR MARKING OF ANSWER BOOKS FOR D.Ed. EXAMINATION” latest by 13-1-2012 upto 5:00 P.M. (one electronic copy in MS-Word format + three hard copies). Offers received after the due date and time shall not be entertained.

Secretary
Board of School
Education Haryana

Expression of Interest (EOI)

The Board of School Education (BOSE), Haryana came into being under an Act of Legislation in 1969. Board's main objective is to enhance access and inclusivity in quality education that nurtures & stimulates intellectual and academic excellence in an environment that is mutually enriching and liberating for the preceptor and the disciple. Education here is a collective endeavor with commitment to multi disciplinary & socially relevant pedagogy.

The main functions of the Board are as under:-

- (1) Prescribe the courses of instruction, text book and other books of books of study for school education;
- (2) Conduct examinations for school education, admit to such examinations, on the prescribed conditions, candidates who pursue the prescribed courses of instruction, whether in recognized institutions or otherwise, and demand and receive the prescribed fees;
- (3) Publish the results of such examinations, grant certificates and diplomas to persons who have passed such examinations and institute and award scholarships, medals and prizes. Prescribe conditions for recognition of schools and other institutions which send candidates to the examinations conducted by the Board in terms of teachers and their qualifications, curriculum equipment, buildings and other educational facilities;
- (4) Prescribed measures to promote physical moral cultural and social welfare of students in recognized institutions and conditions of their residence and discipline;
- (5) Organize and provide lectures, demonstrations and educational exhibitions, seminars and symposiums necessary to raise and prompt the quality of school education;
- (6) Take necessary steps with regard to the modernizing of school curricula, strengthening of science and mathematics education, work experience and vocationalisation by making investigation and researches into the latest evaluation processes or there experiments.

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The D.Ed. Curriculum is based on re-envisioned Elementary Teacher Education Programme prepared by NCTE Review Committee. The curriculum includes new perspectives in elementary school education and also delineates rationale behind their inclusion. This is a three years D.Ed. programme and the third year will be meant for School Internship. First two years are divided into four semesters consisting of following subjects:-

Semester I

Childhood and the Development of Children
Education, Society, Curriculum and Learners
Contemporary Indian Society

Semester II

Understanding Language and Early Literacy
Proficiency in Hindi
Proficiency in English
Mathematics Education for Primary School Child

Semester III

Education in Emerging India
Educational Psychology
Teacher Functions at the Primary Stage
Content-cum-Methodology in language (Hindi)
Content-cum-Methodology in language (English)
Content-cum-Methodology in Mathematics
Content-cum-Methodology in EVS-1, Social Studies
Content-cum-Methodology in EVS-II, General Science
Health and Physical Education
Art Education and Work Exp.

Semester IV

Education in Emerging India
Educational Psychology
Teacher Functions at the Primary Stage
Content-cum-Methodology in language (Hindi)
Content-cum-Methodology in language (English)
Content-cum-Methodology in Mathematics
Content-cum-Methodology in EVS-1, Social Studies
Content-cum-Methodology in EVS-II, General Science
Health and Physical Education
Art Education and Work Exp.

Organizations desirous of empanelment would be required to submit proof/documents in regard to their capacity, capability, expertise in the area(s) for which they are applying for in the prescribed formats.

The response must cover:-

1. Documents clearly establishing the eligibility.
2. Financial statements of past three consecutive financial years.
3. Capability statement of the organization.
4. Prior experience of marking of answer books.
5. Other relevant credentials.

AIMS AND OBJECTIVES OF EOI:

In order to improve the quality of evaluation with more transparency, accuracy and reduction in time, the Board has decided to start "Marking of Answer Books" from

private agency/agencies of repute on pilot basis. The Board intends to select one or more agency to execute this project.

SCOPE OF WORK:

The job of marking of Answer Books is to be carried out in the building/site as designated by the Board at Bhiwani or district headquarters of the State.

The Answer Books in sealed bags/packets will be handed over to the agency by Chief Security Officer of D.Ed. Examination. Each Answer Book shall consist of 40 pages. The manpower for opening sealed packets/bags contains Answer Books and statements shall be supplied by the agency and would be employed by them. Once selected, the agency will monitor the whole system of marking and one technical person is to be appointed at each nodal centre. A detailed report of evaluators and their attendance at Evaluation Centre for each day shall be shared with the board. The secrecy of the Answer Books will be the responsibility of the agency. There will be approximately 2,75,000 Answer sheets in the above-mentioned subjects in the initial phase of the project i.e. D.Ed. Examination, 2012. The agency may complete the entire process of evaluation of Answer Books within 30 days time from the date of handing over the Answer Books.

QUALIFICATIONS FOR THE EVALUATORS DEPUTED FOR MARKING OF ANSWER BOOKS:

Evaluators deputed by the selected agency for the purpose of marking the answer books must have the following qualifications: -

- (i) Masters degree in relevant school teaching subject with 55% marks and Degree/PG in Education with 55% marks; and
- (ii) Matric with Hindi/ Sanskrit or 10+2/B.A./MA with Hindi as one of the subject; and
- (iii) 5 years teaching experience in D.Ed./B.Ed./M.Ed. classes in Govt./Recognised institutions.

Interested parties/persons or organizations fulfilling the required parameters as per details and formats (**Annexures I and II**) available at www.hbse.nic.in may submit their proposal in the sealed envelope subscribed on it "EXPRESSION OF INTEREST FOR MARKING OF ANSWER BOOKS FOR D.Ed. EXAMINATION" latest by 13-1-2012 upto 5:00 P.M. Offers received after the due date and time shall not be entertained. Organisations whose offers are received by due date shall be intimated the date and time for the opening of offers. The offers so received would thereafter be scrutinized and shortlisted by a Committee of Experts. The shortlisted organizations would be invited for making presentations wherein they will provide financial offers also which would be negotiated by the Committee.

The Board reserves the right to annul the EOI process or to accept or reject any of the proposals in whole or part at any time without assigning any reasons and without incurring any liability to the affected organisations or any obligation to inform the affected organisations of the grounds for such a decision.

CLARIFICATIONS AND AMENDMENTS OF EOI:

- a. During process of evaluation of the proposals, the Board may, at its discretion, ask the bidders for clarifications on their proposals. The bidders are required to respond within the prescribed time frame.

- b. The Board, may for any reason, modify the EOI from time to time.
- c. The amendment(s) to the EOI would be clearly spelt out and the bidders may be asked to amend their proposal due to such amendments.

ARBITRATION:

All disputes, differences, claims and demands arising under or pursuant to or touching the contract shall be referred to the sole arbitrator i.e. the Chairperson, Board of School Education, Haryana, Bhiwani. The award of the sole arbitrator shall be final and binding on both the parties under the provisions of the Arbitration and Conciliation Act, 1996 or by statutory modification re-enactment thereof for the time being in force. Such arbitration shall be held at Bhiwani.

In all matters and disputes arising hereunder the appropriate Courts at Bhiwani alone shall have jurisdiction to entertain and try them.

Board reserves the right to accept or reject any/all offers without assigning any reason.

Secretary
Board of School Education Haryana

Annexure - I
Letter of Submission

To

The Secretary,
Board of School Education
Haryana, Bhiwani

Subject: **Inviting offer(s) for Marking of Answer Books for D.Ed. Examination, 2012.**

Ref.: Advertisement dated _____ appearing in _____ (newspaper) on
the above cited subject.

Sir,

I / We, having examined the EOI document, offer to provide services for marking of Answer Books for D.Ed. Examination as per EOI. If our offer is accepted, I / we undertake to complete the project as per terms and conditions laid down in the EOI document as also other conditions/instructions/time schedule etc. to be provided by the Board for the execution of the Project. I / We agree to abide by this offer till 90 days from the date of opening of bids and Board may accept it before the expiry of that period.

After a formal contract is prepared and executed, this offer shall be binding on us till completion of the assignment. We hereby declare that I/We have not been blacklisted by any agency in the country / overseas and no criminal case is pending against me / us. In case subsequently found, we understand that we will become ineligible of this offer.

I/We understand that the Board is not bound to accept the offer as it is and reserves the right to reject any bid without assigning any reason whatsoever.

Yours faithfully,

(Name of the Organisation/Authorized
Representative)

Signature

Name & Designation

Address

Tele. No.

Fax No.

Email no. / Mobile No.

(Annexure-II)

PRE-QUALIFICATION-CUM-TECHNICAL OFFER PROFORMA

Organizational Details and financial statement

1. Name of the Agency/firm/organization
2. Name of the Authorized signatory
3. Permanent Address with Telephone/Mobile No.
4. Correspondence Address with Telephone/Mobile No.
5. No. of years of operation in the relevant areas (Proof be furnished in the form of documentary evidence).
6. Details of the Agency/firm/organization
 - a. Address of office
 - b. Whether subsidiary or independent with details
 - c. Name of the Act under which agency / firm / organization
 - d. Organizational set up
7. Details of Technical Professionals - Managerial Staff with support staff - Names and responsibilities of key personnel
8. Proof of financial strength.

Year
2010-11
2009-10
2008-09
9. Whether the Agency/firm/organization is Income Tax Payee? If yes, Give PAN No.
10. Name of the Bank and A/C No. of the agency / firm / organization
11. Were you ever black-listed by any State/Central Govt. or Board/Corporation
12. Criminal proceedings pending, if any

Experience of Similar projects

- a. Name of the projects
- b. Area
- c. Scope of work
- d. Enclose copies of satisfactory completion certificate by client
- e. Details of any ongoing project (preferably in programme sectors)
- f. Details of experience/ expertise
- g. Any other details/information/documents in support of offer.