

REQUEST FOR PROPOSAL (RFP)

Hindi Annotation of Student Voice Recordings from Uttar Pradesh

Closing Date for Submission
<May 24th, 2026>

I. INTRODUCTION

LEHS is a charitable organization in India whose purpose is to offer basic health and education for the poor. LEHS in furtherance of charitable objectives through its flagship programs, Wadhvani AI, which aims to build equitable and sustainable systems by making quality primary healthcare available and accessible to the underserved population, and to bring the benefits of modern AI technology to underserved populations by building and deploying AI solutions for social impact across domains such as healthcare, agriculture, governance, and education in India. LEHS aims to promote the integration of technologies, particularly in emerging domains like artificial intelligence and innovations into the Indian mainstream primary healthcare, education, and agriculture systems through a partnership with the State and National Government, apex institutions, international agencies, and private sector partners e.g. innovators, social enterprises and other ecosystem contributors in line with its stated objectives for the betterment of society particularly focusing on projects of national and social significance.

Wadhvani AI, a unit of LEHS, focuses on developing, deploying, and evaluating artificial intelligence solutions to address critical social challenges in India, particularly in domains such as healthcare, agriculture, and education.

LEHS aims to promote the integration of technologies, particularly in emerging domains like artificial intelligence and innovations into the Indian mainstream primary healthcare, education, and agriculture systems through a partnership with the State and National Government, apex institutions, international agencies, and private sector partners e.g. innovators, social enterprises and other ecosystem contributors in line with its stated objectives for the betterment of society particularly focusing on projects of national and social significance. In line with its mission to support projects of national and social significance, LEHS also undertakes rigorous monitoring, evaluation, and learning (MEL) activities to assess the impact, usability, and scalability of different programmatic interventions.

II. BACKGROUND

A significant number of students in Indian public schools (Grades 1–8) lack foundational reading skills, impacting their academic progression across all subjects. This challenge is compounded by the absence of scalable, data-driven tools for assessing reading in diverse languages and for identifying specific proficiency levels to enable targeted interventions.

In response, Wadhvani AI has developed an AI-powered tool that **automates the assessment of foundational reading skills**. The tool leverages highly contextualized and fine-tuned Automated Speech Recognition (ASR) models to analyze word and paragraph reading, generating key performance metrics and identifying specific reading miscues. Our



solution also applies an intelligent layer to cohort students into reading levels, providing teachers with actionable insights for planning targeted classroom interventions.

To date, Wadhvani AI has assessed **over 8 million students in Gujarat and Rajasthan** for the Gujarati and Hindi languages. We are now adapting the tool for Hindi in Uttar Pradesh to build a highly contextualized ASR model for the state. We require human-generated transcripts of students' voice recordings collected from the government schools across Uttar Pradesh.

III. PROJECT OBJECTIVES

To create timestamped human transcriptions of student voice recordings from Grades 1–5, covering reading sets of paragraphs in English and Hindi, collected from select schools in Uttar Pradesh for Grades 1–5, each individual word or letter heard in the recording must be timestamped and transcribed verbatim, exactly as heard by the human annotator (with no corrections for grammar, spelling, or pronunciation), in accordance with the data annotation protocol(s) that will be shared by Wadhvani AI.

- Audio Files: Recordings of students reading Hindi paragraphs.
- Reference Text: The exact Hindi text the student was instructed to read; this text will be used to identify miscues.

IV. SCOPE OF WORK

Summary of Activities

S.No	Activity Description	Timeline
1	Co-Working & Onboarding Phase	End May to End-June 2026
2	Data Annotation for ASR: Create timestamped human transcriptions of the collected data following Wadhvani AI's finalized data annotation protocol.	

1. Co-Working & Onboarding Phase

The selected partner shall participate in a structured co-working and onboarding phase during the first week following contract finalization. Participation in this phase is mandatory and is a prerequisite for commencing full-scale annotation.

The objective of this phase is to establish end-to-end operational alignment between Wadhvani AI and the partner prior to full-scale annotation, including a demonstration of the annotation tool by the partner, an overview of the [Hindi](#) annotation protocols, and alignment on quality assurance and review processes.

Full-scale annotation may commence only after formal readiness sign-off by Wadhvani AI.

Failure to satisfactorily complete this phase may result in delays to full scale annotation or reconsideration of the engagement.

2. Data Annotation for ASR

Create timestamped human transcriptions of the student voice recordings, following Wadhvani AI's finalized data annotation protocol, including verbatim transcription, word-level and sub-lexical timestamping, and application of defined labels.

Total Number of Hours to be annotated: **~45**

Data Annotation Volume:

Item Type	Hindi
Paragraph reading	~45 hours
All item types	~45 hours

* Can expect some buffer on the durations.

The selected partner is expected to provide:

Human Transcription

- Each individual student recording needs to be transcribed with timestamps for each individual character and/or word.
- **Crucial Note:**
 - The transcription must reflect the speech exactly as heard (verbatim). Annotators must NOT correct grammar, fix pronunciation, fill in intended words, or infer meaning.
- **Timestamping:**
 - For all item types, the transcription must include precise timestamps (e.g., HH:MM:SS:MS) for each character/word. Where words are broken down sub-lexically, timestamps must be provided for the sub-lexical portions.

Labels

- In addition to the speech transcript, wherever applicable, labels are to be added to denote the presence of Unintelligible Speech, Fillers and Pauses, Background Noise, Adult voice, etc.
- The definitive labels for Hindi annotations will be provided by WIAI in the detailed [data annotation protocols](#).

Quality Review

- An internal system of quality checks should be in place for every transcription, both for the quality of transcription and for the quality of labels.
- The transcripts should be delivered to Wadhvani AI in numbered batches that need to be submitted in chronological order- two rounds of quality check feedback might be given by Wadhvani AI on each batch. WIAI's review will include a review of transcriptions as well as a review of labels.
- WIAI will utilize an acceptance sampling plan to assess the quality of the delivered batches. A statistically significant sample (sample size determined using the standard formula of estimating proportions) from each batch will be inspected. Should 10-20% or more of the reviewed sample fail to meet the required quality standards (Timestamp accuracy within a 25ms margin of Error and Labeling Accuracy), WIAI reserves the right to reject the entire batch.

Data Policy

- Wadhvani AI will share anonymized data, stripped of PII, uploaded in a GCP/AWS bucket with the selected partner, from the data collected.
- The partner needs to have processes in place to prevent the download of data by individual annotators.
- The Partner is required to sign an undertaking guaranteeing that this voice data will **not be used for any proprietary purposes** outside of this contractual agreement.

Tool for Annotation

- The responsibility for providing or procuring a suitable annotation tool rests with the partner. The selected tool must fully support all required transcription and labeling functionalities outlined above, including accurate timestamping, word-level segmentation, and tag application in accordance with the defined annotation protocol.

Formatting & Delivery

Delivering translations in a JSON format as specified by Wadhvani AI

```
{
  "id": 13945,
  "file_name": "audio_student_04195.wav",
  "annotations": [
    {
      "start": "0:00:00.519350",
      "end": "0:00:01.209974",
      "Transcription": [
        "incident"
      ],
    },
    {
      "start": "0:00:01.232074",
      "end": "0:00:01.651974",
      "Transcription": [
        "wisdom"
      ],
    },
    ....
  ]
}
```

Note: Transcriptions should **strictly** adhere to the terminology provided in this JSON format. Entries will be rejected if not compliant.

Regional Representation

- Annotators should be native or fluent Hindi speakers with the ability to accurately recognize different dialects/accents of **Hindi from Uttar Pradesh**.

Sample reference text, which will be shared:

Paragraph	
	वसंत ऋतु में जंगल ऐसा लगता है मानो वहाँ आग लग गई हो, लेकिन यह असली आग नहीं होती। यह दृश्य पलाश के लाल-लाल फूलों के कारण बनता है। इसी वजह से पलाश को “जंगल की आग” भी कहा जाता है। पलाश के फूलों से होली के लिए प्राकृतिक रंग बनाया जाता है। इसके पत्तों से दोने और पत्तल बनाए जाते हैं और इसकी छाल से दवाइयाँ भी तैयार की जाती हैं। जब पलाश के पेड़ फूलों से भर जाते हैं, तो पूरा जंगल लाल दिखाई देता है और प्रकृति की सुंदरता और भी बढ़ जाती है। इस पेड़ का हर भाग किसी न किसी काम आता है, इसलिए इसे बहुत उपयोगी पेड़ माना जाता है।

Proposals should clearly outline the methodology, an overview of the data annotation tool, data policy, team expertise, and pricing.

The selected partner is expected to complete the transcription activity within 4 weeks and **submit the first batch of ~20 hours within the first week of finalisation of the contract.**

Payment eligibility will be linked to the successful submission of the entire scope of work. The partner may raise a single consolidated invoice after delivery. Additionally, the partner will be required to participate in weekly progress reviews to ensure timely completion and adherence to quality standards.

V. TIMELINE AND ROUNDS

S.No	Activity	Date
1	Release of the Request for Proposal (RFP)	May 7th, 2026
2	Q&A and Clarifications	May 20th, 2026
3	Last date for submission of the complete proposal	May 24th, 2026
4	Data Annotation of Sample Audios by shortlisted Agencies	June 2nd, 2026

VI. REQUIRED DELIVERABLES

The selected partner will be responsible for delivering the following within the agreed project timelines and quality standards:

- **JSON files of transcriptions of Hindi recordings**
- **Each recording to have a separate JSON file, format as specified by Wadhvani AI**

VII. PROPOSAL SUBMISSION GUIDELINES

Your proposal must include:

1. **Technical Proposal**
 - Understanding of scope and deliverables
 - Process and tools proposed to be used for the task
 - Team composition and qualifications

- o Quality assurance mechanisms
- o Data Policy
- o Annotation of the sample audio that will be provided once the NDA is signed

2. Financial Proposal

- o Detailed cost breakdown
- o Schedule of Payments Linked to Milestones Achieved
- o Applicable taxes and contingencies

3. Organizational Profile

- o Relevant project experience
- o Sample of similar work

Criteria for Application

Applicants must meet the following criteria.

- **Mandatory:** Demonstrated team capacity to provide transcriptions in English & Hindi, demonstrable quality check process
- **Preferred:** Prior experience in transcribing English & Hindi student speech

Submission Details

- All proposals to this RFP must be received no later than **<May 24th>**. The proposal should be submitted only through e-mail in PDF format addressed to The Procurement Team at the below-given e-mail id: rfp.lehs@wadhwaniai.org. The email's subject line must contain the reference number and title of the RFP: **English & Hindi Transcriptions of Student Voice Recordings of Reading - Haryana (Name of the partner)**.
- Any proposals received by Wadhvani-AI after the deadline for submission of proposals prescribed in the timeline of this document are liable to be rejected.

VIII. EVALUATION CRITERIA FOR TECHNICAL PROPOSAL

Criteria	Weightage
Understanding the scope	5%
Technical soundness of approach and samples received (tools used to create timestamped transcripts)	35%
Data Quality Assurance	10%
Work plan and staffing	15%

Credentials of the organization in transcribing in the English & Hindi language, including phonetic miscues.	25%
Credentials of the proposed team	10%
Technical Total	100%

Only participants in the RFP qualifying on the technical evaluation will be eligible for the financial evaluation. Financial proposals will be evaluated on criteria including total cost, cost breakdown, cost reasonableness, cost-effectiveness, payment terms, and financial stability of the participating organization. Also, the participants should show a demonstrated compliance with the provisions of the Digital Personal Data Protection (DPDP) Act, 2023, ensuring responsible collection, storage, and use of the students' personal data.

IX. MANDATORY ENCLOSURE

Please submit the following as enclosures or attachments with your quotation. Bidders must provide all the information requested above in section VIII. Quotations that do not provide the required information and certificates, or do not follow the submission requirements, may not be reviewed.

- Company Profile, testimonials, work completion reports, purchase orders, and reference (NGOs).
- NGOs need to provide a valid CSR-1 issued in favor of the NGO by the MCA.
- GST registration certificate.
- PAN & TAN registration.
- Audited Financials for the last three years.
- Income Tax Return for the last three years.
- Cancelled cheque.
- Copy of registration documents/certificate and the most recent renewal as a legal entity.
- Preferably a Private Ltd company and has sound business records.
- Authorized signatory letter.
- Conflict of interest declaration.
- Contact person details.
- Memorandum of Association & Articles of Association (or Trust Deed / Bye-laws as applicable).
- List of Governing Body Members/Board Members of the organization.

- 12A and 80G Registration Certificates and Revalidation Document.
- PF, ESI, and Professional Tax Registration Certificates (if applicable).
- Finance Policy, HR Policy, Anti-Sexual Harassment Policy, Procurement Policy, and any other relevant internal policies.
- List of Pending Litigation/Cases against the Entity (if any).
- Latest TDS Return filed (Form 26Q and 24Q).
- GSTR filings for the last 3 returns (if applicable).
- Sample Audited Utilization Certificate (UC) submitted to any donor for CSR Funding.
- Audit Report in Form 10B/BB for the last 3 years.
- Foreign Contribution (FC) Audited Financials for the last 3 years (if applicable).
- FCRA Returns (FC-4) for the last 3 years (if applicable).
- Signed NDA for audio sample sharing

Note: Only shortlisted partners will be contacted for presentations or negotiations. If you do not hear from us within two weeks of submission, consider your proposal not selected. LEHS reserves the right to reject any or all proposals and to negotiate terms and conditions with the chosen partner.



NON-DISCLOSURE AGREEMENT

This Non-Disclosure Agreement ("Agreement") is entered into on ("Effective Date") by and between:

LORDS EDUCATION AND HEALTH SOCIETY, registered under the Societies Registration Act, 1860 bearing Registration number S/47696 of 2003 with its office at 70, Ring Road, 2nd Floor, Lajpat Nagar Part 3, New Delhi-110024 (hereinafter referred to as 'LEHS' which expression shall unless it be repugnant to the context thereof, mean and include, its successor-in-interest, permitted assigns) represented by Mr. Milton Nayak (Chief Functionary and Chief Financial Officer) of the First Part.

AND

....., having its office at (hereinafter referred to as the "Second Party" or "Evaluator") on the Second Part.

(LEHS and the Evaluator are individually referred to as a "Party" and collectively as the "Parties".) (Party who disclosed the Confidential Information is referred to as "Disclosing Party" and receipt Party of the Confidential Information is referred to as "Receipt Party")

1. Background and Purpose

LEHS has issued a Request for Proposal ("RFP") for Audio Quality Annotation of Student Voice Recordings.

- a. The Evaluator has submitted a proposal in response to the aforementioned RFP.
- b. Prior to the formal awarding of any contract, LEHS intends to share sample audio data ("Sample Data") with the Evaluator to conduct a minor Quality Control (QC) and pilot evaluation to assess the Evaluator's annotation capabilities and accuracy.
- c. The purpose of this Agreement is to strictly protect the sample data, proprietary models, and any related information exchanged during this QC and evaluation phase.

2. Definition of Confidential Information and Exclusion

"Confidential Information" means any information disclosed by either Party to the other Party, on or after the Effective Date, in any form, including but not limited to:

- a. Sample audio files, datasets, and voice recordings shared for the QC process.
- b. Data annotation guidelines, protocols, methodologies, and expected evaluation metrics. Technical details, architecture, or objectives related to LEHS's audio quality model. Any personal data or identifiable information present within the audio samples.
- c. Any analyses, annotated outputs, compilations, or derivatives created by the Evaluator during the QC phase to extent such material(s) contain or materially reflect its Confidential Information.

Exclusion from Confidential Information: Confidential Information shall not include information that: is or becomes publicly available through no fault of the Receiving Party;

- a. Was already known to the Receiving Party prior to disclosure, as evidenced by written records;
- b. Is independently developed by the Receiving Party without use of or reference to the Disclosing Party's Confidential Information;
- c. Is received by the Receiving Party from a third party without restriction and without breach of any obligation of confidentiality; or
- d. Is approved for release by prior written authorization of the Disclosing Party.

3. Confidentiality Obligations

The Evaluator shall:

- a. Use the Confidential Information strictly and exclusively for the Purpose of the QC evaluation. Keep the Confidential Information strictly confidential and explicitly prohibit the downloading, copying, or distribution of audio samples outside of the approved evaluation environment. Protect the Sample Data using reasonable care and technical safeguards appropriate to the sensitivity of audio datasets.
- b. Restrict access to personnel or annotators who have a strict "need to know" to perform the QC tasks.
- c. Ensure all personnel accessing the data are bound by confidentiality obligations at least as protective as this Agreement.
- d. Promptly, within a reasonable time, notify LEHS upon becoming aware of any unauthorized access, data leak, or breach, and cooperate in good faith to mitigate impacts.

4. Deletion and Return of Sample Data

Upon completion of the QC evaluation, or immediately upon LEHS's written request, the Evaluator must:

- a. Return or permanently delete/destroy all Sample Data, including all raw audio samples and annotated derivatives, from its systems, servers, and local machines; provided that the Evaluator may retain copies:
- b. to the extent required by applicable law, regulation, or if archival policies; or
- c. in automated backup systems, to be destroyed in ordinary backup rotation, remaining subject to confidentiality obligations until destroyed.
- d. Provide a written confirmation to LEHS confirming that all Sample Data within Evaluator's reasonable control has been securely destroyed.

5. Ownership and Intellectual Property

All Confidential Information disclosed by a Party ("Disclosing Party") shall remain the exclusive property of the Disclosing Party. LEHS retains exclusive ownership of its original Sample Data. Evaluator retains exclusive ownership of its pre-existing intellectual property, proprietary tools, annotation methodologies, frameworks, and general know-how. Annotations or derivative works created by the Evaluator during the QC process using LEHS's data shall be jointly owned, with LEHS receiving a non-exclusive, royalty-free license to use such annotations solely for evaluation purposes. No license, copyright, or other intellectual property rights are granted under this Agreement except as provided herein.

6. Term and Survival

The obligations of confidentiality, non-disclosure, and restricted use under this Agreement shall remain in full force and effect during the evaluation process and shall survive for a period of 6 (six) months from the completion of the QC phase, regardless of whether a final contract is awarded.

7. No Obligation / Award Commitment

Nothing in this Agreement obligates either Party to proceed with any transaction, finalise a contract, or award the data annotation project. Each Party reserves the right to accept or reject proposals based on the outcome of the QC process.

MILTON NAYAK

