



Request for Proposal

FOR

SELECTION OF TRAINING PARTNER

TOWARDS TRAINING & EMPLOYMENT OF PRIMITIVE VULNERABLE TRIBAL GROUPS OF
MADHYA PRADESH

Tender No : MPCET/RFP/2022/01

MAPCET

**Madhya Pradesh Council of Employment & Training
Rajiv Gandhi Bhawan, 35, Shyamla Hills, Bhopal (M.P) 462002**

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url: <http://mapcet.mp.gov.in>

January 2022

Website for MP e-Procurement: <https://mptenders.gov.in/>

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All information contained in this Request for Proposals (RFP) provided/ clarified are in the good interest and faith. This is not an agreement and this is not an offer or invitation to enter into an agreement of any kind with any party.

Though adequate care has been taken in the presentation of this RFP document, the interested firms shall satisfy it-self that the document is complete in all respects. The information published in this document is not intended to be exhaustive. Interested Bidders are required to make their own enquiries and assumptions wherever required.

Intimation of discrepancy, if any, should be given to the specified office immediately. If no intimation is received by this office by the date mentioned in the document, it shall be deemed that the RFP document is complete in all respects and firms submitting their bids are satisfied that the RFP document is complete in all respects.

Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal reserves the right to reject any or all of the applications submitted in response to this RFP document at any stage without assigning any reasons whatsoever. MAPCET also reserves right to withhold or withdraw the process at any stage with intimation to all who have submitted their bids in response to this RFP. MAPCET reserves the right to change/ modify/ amend any or all of the provisions of this RFP document without assigning any reason. Any such change would be communicated to the bidders by posting it on Madhya Pradesh e-Procurement Portal <https://mptenders.gov.in/>

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Information provided in this document or imparted to any respondent as part of RFP process is confidential to MAPCET, Bhopal and shall not be used by the respondent for any other purpose, distributed to, or shared with any other person or organization.

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Notice Inviting Tender (NIT)

Request for Proposal (RFP) for “SELECTION OF TRAINING PARTNER TOWARDS TRAINING & EMPLOYMENT OF PRIMITIVE VULNERABLE TRIBAL GROUPS OF MADHYA PRADESH.

M.P. Council of Employment and Training, MAPCET (An Autonomous institution under Department of Tribal Affairs, Govt. of M.P.) has been established for implementation of various skill development programmes to enhance the employment opportunities of Scheduled Tribe (ST) and Scheduled Caste (SC) Youths of Madhya Pradesh.

MAPCET invites Proposals from service providers towards establishment of **05 skill development centres in 5 districts** at the infrastructure developed by MAPCET and for 10 Special residential schools at the infrastructure developed by the Tribal Department Govt. of MP for conducting Training for the prescribed course on the cost fixed by Government of India along with the placement of enrolled & trained Tribals.

For detailed scope and other terms and condition, please refer RFP document available at <https://mptenders.gov.in/> commencing **24.01.2022, 12:00 NOON IST**. The last date and time for Submission of Responses is **28.02.2022, 05:00 PM IST**. RFP will also be available at MAPCET Website (<http://mapcet.mp.gov.in>). Any update, corrigendum, addendum etc. shall be made available only at MP Tenders and MAPCET Website.

The **Managing Director**, MAPCET reserves the right to select/ reject any proposal without assigning reasons thereof.

**Managing Director,
MAPCET**

Abbreviations & Definitions

Authorised Signatory	The proposer's representative/ officer vested (explicitly, implicitly, or through conduct) with the powers to commit the authorizing organization to a binding agreement. Also called signing officer/ authority having the Power of Attorney (PoA) from the competent authority of the respective firm.
Proposal	A formal offer made in pursuance of an invitation by a procuring entity and includes any tender, proposal or quotation
Proposals Security	A security provided to the MAPCET by a proposer for securing the fulfilment of any obligation in terms of the provisions of the RFP documents.
Proposer	Any person/ firm/ agency/ company/ contractor/ supplier/ Agency participating in the procurement/ RFP process with the procurement entity
RFP Document	Documents issued by the MAPCET, including any amendments thereto, that set out the terms and conditions of the given procurement and includes the invitation to Proposals
CMC	Contract Monitoring Committee
Competent Authority	An authority or officer to whom the relevant administrative or financial powers have been delegated for taking decision in a matter relating to procurement. GM, MAPCET in this RFP document.
Contract/ procurement Contract	A contract entered into between the MAPCET and a successful proposer concerning the subject matter of procurement i.e It is the bid value which means the price accepted by the MAPCET as per Price Schedule and the pre-defined training cost multiplied by the number of candidates estimated for the contract period.
Contract Value	It is the bid value which means the price accepted by the MAPCET as per Price Schedule and the pre-defined training cost multiplied by the number of candidates estimated for the contract period.
Gol/ GoMP	Govt. of India/ Govt. of Madhya Pradesh
Day	A calendar day as per Go MP/Gol.
INR	Indian Rupee
IT	Information Technology
NIT	Notice Inviting Tender
Notification	A notification published in the Official Gazette
PAN	Permanent Account Number
PC	Procurement/ Purchase Committee
Procurement Process	The process of procurement extending from the issue of invitation to Proposals till the award of the procurement contract or cancellation of the procurement process, as the case may be
Project Site	Wherever applicable, means the designated place or places
MAPCET	Madhya Pradesh Council of Employment & Training
CoE	Centre of Excellence
Services	Any subject matter of procurement other than goods or works and includes physical, maintenance, professional, intellectual, consultancy and advisory services or any service classified or declared as such by a MAPCET and does not include appointment of any person made by any MAPCET
State Government	Government of Madhya Pradesh (GoMP)
Subject Matter of procurement	Any item of procurement whether in the form of goods, services or works
WO/ PO	Work Order/ Purchase Order
LOI	Letter of Intent
MPSARAS	Madhya Pradesh Special and Residential Academic Society
PVTGs	Primitive Vulnerable Tribal Groups of Madhya Pradesh
EMRS	Eklavya Mode Residential School
KSP	Kanya Shiksha Parisar
SLA	Service Level Agreement (Contract)

Schedule of RFP

SN	Item	Description
1	Nature of Work	MAPCET invites Proposals from service providers towards establishment of 05 skill development centres in 5 districts at the infrastructure developed by MAPCET and for 10 Special residential schools at the infrastructure developed by the tribal department; for conducting Training for the prescribed course on the cost fixed by Government of India along with the placement of enrolled & trained Tribals.
2	Availability of document	The Bidding Document is available and downloadable on following websites: •https://mptenders.gov.in/ •http://mapcet.mp.gov.in/ Fees (non-transferable & non-refundable) and Processing Fees must be paid online at e-Procurement portal (https://mptenders.gov.in/) All Subsequent changes to the Bidding document, Corrigendum, Addendums etc. shall be published on the above mentioned websites only
3	Date of issue of RFP document	24 Jan 2022
4	Document Download Start Date	25 Jan 2022
5	Last date to send Pre-Bid Queries	1 Feb 2022. as per Annexure-1
6	Date of Pre-Bid Meeting (following social distancing Norms)	7 Feb 2022, 3PM Through Video Conference – Link will be shared on request and also to bidders who have sent their queries.
7	Issue of Pre Bid Meeting Clarification and its Circulation	14 Feb 2022
8	Start Date for Submission of Bids	16 Feb 2022
9	Last Date for Submission of Bids	28 Feb 2022, 5 PM
10	Date of Opening of PQ cum Technical Bids	01 March 2022, 5 PM
9	Date of Opening of Financial Proposals	Will be communicated to Technically Shortlisted Bidder
10	Place of Submission & Opening of Proposals	Madhya Pradesh Council of Employment & Training, Rajiv Gandhi Bhawan, 35, Shyamla Hills, Bhopal (M.P) 462002 Ph: 0755-2661215
11	Address for Communication	Address: Rajiv Gandhi Bhawan, 35, Shyamla Hills, Bhopal (M.P) 462002, Ph: 0755-2661215. Email:mapcet@mp.gov.in

12	Cost of Document	Rs. 10000/- (non-refundable) to be submitted online through https://mptenders.gov.in/ portal.
13	Earnest Money Deposit (EMD)	INR 5,00,000/- to be submitted online through https://mptenders.gov.in/ portal.
14	Performance Security / Performance Bank Guarantee (PBG)	Irrevocable Performance Security of value 2% of the contract value in form of BG issued by Scheduled / Nationalized Bank in favour of MAPCET. To be submitted at the correspondence address within 15 days of issuance of Lol.
15	Proposals Validity	180 days from the Proposals submission date.

Note:

- 1) MAPCET reserves the complete right to cancel the process and reject any or all of the Proposals.
- 2) No contractual obligation whatsoever does arise from the RFP document/process unless and until a formal contract is signed and executed between the procuring entity and the successful proposer.
- 3) MAPCET disclaims any factual/ or other errors in the RFP document (the onus is purely on the individual proposers to verify such information) and the information provided therein are intended only to help the proposers to prepare a logical proposal.
- 4) Any changes in the above dates including corrigendum after the release of RFP shall be available on e-Procurement Portal. Bidders are advised to check the e-Procurement Portal on regular basis for further updates on the RFP.

1. Project Profile & Background Information

1.1. About MAPCET

Madhya Pradesh Council of Employment & Training (here-in-after referred to as MAPCET, An Autonomous institution under Department of Tribal Affairs, Govt. of M.P.) has been established for implementation of various skill development programmes to enhance the employment opportunities of Scheduled Tribe (ST) and Scheduled Caste (SC) Youths of Madhya Pradesh.

Office of the MAPCET is situated at Rajiv Gandhi Bhawan, 35 Shyamla Hills, Bhopal (M.P.).

1.2. Introduction

The main aim of MADHYA PRADESH COUNCIL OF EMPLOYMENT & TRAINING (MAPCET) is to organize various skill development training programs for scheduled tribe and scheduled caste community of the M.P. State so as to enhance their employment opportunities and working for following objectives: -

1. Training of Unskilled and Semi-skilled SC & ST Youths.
2. Arrangement of technical education at all levels in accordance to the scheme in which, skilled workers, technicians etc. should also be included.
3. Entrepreneurship training for trained and un-trained Youths so that they can adopt other employment.
4. Organize programs for large scale technical skill development and necessary arrangement for its implementation.
5. Provide facilities for all the above objectives viz. stipend, prize, award etc.
6. Purchase, sale and handover of movable and immovable properties for fulfilling the above objectives.
7. Do all other things as maybe necessary, desirable or helpful for technical skill development in tribal and scheduled areas.
8. Prepare schemes of vocational training and manage wherever it is necessary.
9. Do such work for various institutions working in tribal areas for vocational, technical & managerial training i.e.
 - a. Affiliate itself, and fix their training level or time to time inspection for the same.
 - b. In accordance with the requirements affiliate them with such recognized institutions conducting related examinations.
10. Arrangement of technical training in the local institutions.
11. Do all such work which is found necessary by the "General Body" in favor of scheduled caste and scheduled tribes for their up-liftment.

1.3. Background

Department of Tribal Affairs: Madhya Pradesh is the second largest State in the country in terms of area with a population of 153.10 (as per Census 2011) Lakhs tribal, with every fifth person belongs to a scheduled tribe, the State has the largest population of the indigenous groups in the country. The Tribal Welfare Department and its Directorate are responsible for social and economic welfare of the people through its schemes and partnerships. The department and its directorate run number of schemes in various domains/sectors viz. Education, Social, Economic, Cultural, Skills & Livelihoods, Forest, Infrastructure development etc. Some of the important initiatives implemented by the department include the following:

1. Enhance Quality of Life of tribal population by providing basic necessary amenities in tribal area.
2. Improving the education status of the tribal community through various initiatives
3. Health of Tribal Community
4. Income generating programme for tribal area.
5. Skill development of the tribal youth
6. Improve Agriculture, horticulture, animal husbandry, Fisheries, dairy and other primary sector.

MAPCET: Madhya Pradesh Council of Employment & Training (MAPCET) aims at providing the “Skill Set” which is sufficient to allow an individual to be employed. The Skill Development and Employment Scheme has been launched with an overall target of approx 10000 (Ten Thousand) ST Youths during the current year and shall be carried forward in the next financial year.

These Skill Development trainings shall be implemented in conformation with National Skills Qualifications Framework (NSQF) & in accordance to the Common Norms prescribed by the Ministry of Skill Development & Entrepreneurship (MoSDE) Government of India. After training the skill level of trainee should be certified by the concerned by as per the norms of MoSDE and followed with assured wage employment to minimum 70% (continues employment of three months Desk & Verified placement as per the standard norms) would be mandatory for Training Agency. Placing the trained Youth in industries through placement tie-ups. Bank linkages for Youths who opt for self-employment.

The detail Scope of Work is mentioned in Section 2 of RFP.

1.4. Eligibility / Qualifying Criteria

Eligibility Criteria is as per the table given below:

Table 1-1: Eligibility/Qualification Criteria

SN	Basic Requirement	Specific Requirements	Documents Required
1	Legal Entity	Should be a legal entity, registered in India (viz. Company Act/ Society Act) at least 08 years prior to the release of RFP)	Certificates of incorporation/ Registration along with PAN, GST of the organization
2	Nature of Work of the Agency	Agency should be into skill development or training as primary activity	The Byelaws/ MoA or similar legal document should have skill development or training as main objectives of the organization.
3	Financial: Turnover	Average Annual Turnover of the bidder from Training & Capacity building activities of the last three financial years, i.e. 2018-19, 2019-20 & 2020-21 (as per audited balance sheets), should be at least Rs. 10 Cr	CA certificate /Audited Balance Sheet clearly indicating the relevant turnover
4	Positive Net Worth	Bidder should have Net Worth of more than Rs. 01 Cr as on 31st March 2021	Certificate issued by CA for certification of Net Worth & Audited financial account
5	Prior Experience in Training & capacity building	Should have conducted Skill development training for more than 3000 participants in multiple batches during last three FY, i.e. <u>2018-19, 2019-20 & 2020-21</u>	Related work orders/ MOUs / Agreements / LOIs / Sanction orders along with Completion certificate/ payment advice clearly indicating the Training & Capacity building experience.
6	Prior placement record	Should have placed at least 2000 candidates after skill development training in multiple batches during last three FY, i.e. <u>2018-19, 2019-20 & 2020-21</u>	List of placed trainees with complete details
7	Partnerships	Should have either of any Active NSDC Funded-Partnership/ PMKK Partner/ DDUGKY Partner	<ul style="list-style-type: none"> • NSDC Partnership Certificate and MoU • PMKK MoU • DDU GKY MoU/Work Order/ PCO(Attach any one or more)
8	Employer Ties-up	Should have tiesup with employers in IT Sectors for current year as well as for upcoming three years	Related work orders/ MOUs / Agreements or any equivalent legal documents
9	Non blacklisting	Should not have been blacklisted by any Central/State Govt. Dept. or MP State PSU/Societies as on date of RFP.	Declaration on Notary Affidavit on Rs. 1000/- Non-judicial Stamp Paper as per Annexure 5

All bid documents must be clearly signed and stamped by the Authorized Signatory of the bidder. Only those bidders, who satisfy the eligibility requirements and accept the terms and conditions of this RFP document, shall be short-listed for further evaluation.

1.5. Earnest Money Deposit

- i. The bidder shall submit Earnest Money Deposit (EMD) of amount as mentioned in schedule of RFP, which shall be deposited online during the submission of the tender on e-Procurement portal.
- ii. Unsuccessful bidder's EMD will be released as promptly as possible, but not later than 120 days after the award of the contract to the successful bidder.
- iii. The successful bidder's EMD will be released upon submission of Performance Bank Guarantee.
- iv. The EMD may be forfeited in following cases:
 - a. If a bidder withdraws his bid or increases his quoted prices during the period of bid validity or its extended period, if any; or
 - b. In the case of a successful bidder, if it fails within the specified time limit to sign the Agreement

1.6. Performance Bank Guarantee (PBG)

The Bidder shall at his own expense, deposit with bank, within Fifteen (15) working days of the date of notice of award of the contract or prior to signing of the contract, whichever is earlier, an unconditional and irrevocable Performance Bank Guarantee (PBG) of value **as defined in the scheduled of RFP** from a Scheduled/ nationalized Bank acceptable to Bank, payable on demand, for the due performance and fulfilment of the contract by the bidder.

This PBG shall be for an amount as mentioned in schedule of RFP, in favour of **MAPCET** and payable at Bhopal. All charges whatsoever such as premium, commission, etc. with respect to the PBG shall be borne by the bidder. The PBG shall be valid for a period of 5 Years from date of signing of agreement or valid for additional 3 months from the end of contract, whichever is later and should be in the standard format prescribed by Reserve Bank of India.

1.7. Contract Duration

The Training Provider/Agency/Bidder shortlisted/identified from the fair and transparent bidding process, referred as successful bidder will enter into a contract with MAPCET or Department for the period of 5 years which may be further extendable for maximum period of 2 Years.

2. Scope of Work

The bidder should conduct & deliver skill development trainings in identified 05 PVTG skill development centres to the Unemployed Tribal Youths and 10 Special Residential Schools of the department, in the districts as referred in Annexure-6. The trainings to these youths at skill centre & school will allow them to acquire knowledge and practical skills. Post trainings these youths shall be made employable and should be employed in the relevant field of their choices/availability. To achieve though the bidder should also establish an ICT Lab towards the practical learning/skilling of the courses. The details of the ICT lab and trainings are given in the following subsections. The overall scope of work is largely grouped under following activities:

2.1. Training Centre(s)

The scope of works includes the trainings of Tribals & Primitive Vulnerable Tribal Groups to be delivered in PVTG training centre, EMRS & KSP Tribal schools of the selected districts as per Annexure-6. The Infrastructure provided at each location is detailed as below

2.1.1. PVTG Centre(s)

This training centre shall be dedicated for Primitive Vulnerable Tribal Groups (PVTG) and No other Tribals or any other sect shall be allowed for training at these centres. These PVTGs found in Madhya Pradesh are identified in 3 major categories at the very specific locations detailed as below

- a. **Saharia Tribes**, majorly found at places like Sheopur, Muraina, Guna, Ashoknagar, Datia, Gwalior and Shivpuri. The PVTG centre at Shivpuri district shall have candidates only from the above places.
- b. **Baiga Tribes**, majorly found at places like Mandla, Dindori, Sehdol, Annupur and Umaria. The PVTG centre at Mandla, Dindori, Sehdol districts shall have candidates only from the above places.
- c. **Bhariya Tribes**, majorly found at Tamiya block of Chindwara District. The PVTG centre at Tamiya shall have candidates only from the above place.

Each of the training centre have a newly constructed, double storied building with a boundary wall across the training centre. Each of the training centre shall have rooms for theory sessions, Computer Labs, Video Conferencing, Library Cum Reading, Centre Head, Staff, Reception, Waiting area, Pantry, Store & Toilets. Each of the room will be well equipped with all the physical infrastructure which will be sufficient for operationalizing the training centre except establishment of the ICT Lab (Bidder shall establish ICT Lab). The details of infrastructure provided at each training centre is as below

1. The developed & usable carpet area of the training centre is 10800 square feet
2. It has 3 Classrooms for theory sessions and each classroom will have furniture (table, chair) for 40 students with whiteboards, required lighting & fans.

3. It has 2 Computer Labs for practical sessions and each lab will have furniture (computer table, chair) for 40 students with required lighting, internal electrification, networking, AC.
4. A Video Conferencing Room with a seating capacity of 60 students with TV, Projector, AC, Camera and AV System.
5. A Library Cum Reading Room with adequate and required furniture.
6. A separate and furnished room for Centre Head with AC.
7. A separate room for a seating capacity of at-least 6 faculties with AC.
8. A Reception area with Table & Chair.
9. A Waiting Lounge with seating facility.
10. Overall 6 Toilets, 2 each for Male, Female and handicapped.
11. Separate rooms for Pantry and Store.
12. Adequate Electrical Fixtures for each & designated area(s).
13. All Electric Connection with Power Backup of DG Set.
14. Proper Water Supply with Boring.
15. Equipped with Networking and CCTV Camera for all the required locations.

Note: Theory and Practical rooms are denoted just for understanding purposes, the bidder and use the rooms as per training requirements.

2.1.2. EMRS/KSP Centre(s)

The **Eklavya Model Residential School (EMRS)** is residential school for 6th standard till 12th standard, specifically for scheduled tribe students. Both Boys and Girls students are enrolled in these schools and complete their school education with additional learnings as per the interest and capability of each student.

As the name suggest, the **Kanya Shiksha Parisar (KSP)** is residential school for 6th standard till 12th standard, specifically for scheduled tribe Girls students. Girls students enrolled in these schools, complete their school education with additional learnings as per the interest and capability.

The students studying in the relevant school of the district shall only be allowed to enrol and register for the training course as per this RFP. Both the above category of special residential schools are developed with good, adequate and required infrastructure for all and different kind of learnings. The department will provide the relevant infrastructure for classroom and computer lab in existing EMRS/KSP inline to the PVTG training centre.

2.2. Establishment of ICT Lab

The bidder should use the computer lab along/in-line with trainings or in addition to training for practical learning of the candidate as per designated number of practical learning hours. To achieve though, the bidder should supply, install, test and commission of computers and its support IT infrastructure which should include

1. Each practical lab with minimum of 30 Computers
2. Multi-Function Laser printer per Lab/Centre
3. End to end networking among each computer and all the Labs in a physical premise shall be interconnected.
4. Preloaded software like Windows Operating System, MS Office, Antivirus etc. and other utilities as per course/learning/training requirements.
5. Maintenance of Infrastructure till contractual period to ensure uninterrupted service
6. Manpower to maintain and operate computer lab and conducting examination.
7. Internet broadband/lease line of minimum 100Mbps for uninterrupted internet availability to all the computers across the labs.

2.3. Conducting of Training Courses

The bidder should conduct the prescribed Training courses for the defined number of candidates every year. The training should be conducted as per NSQF norms based upon the type of training conducted.

1. The Training Program shall be organized in multiple batches combining theoretical, information and practical demonstrations and exercise.
2. The Candidate shall be enrolled for a particular course and each training batch will be limited to 30 numbers of candidates to conduct any training.
3. The Training will be on the locations i.e. the candidate shall come to Training center or at school as per Annexure-6.
4. The training shall be delivered in Hindi and may have some influence of Local language.
5. Following of the two courses have been identified for the training of PVTGs/Special Schools

Data Entry operator (DEO) and Associate Desktop Publishing (DTP)

- i. As per NSQF norms the Duration of each Data Entry Operator course and Associate DTP course is of 400 Hours.
- ii. Maximum 4 learning hours shall be conducted for each batch i.e. maximum 2 batches can be conducted in a single working day.
- iii. A batch shall be commenced at-least every 4 Months and a minimum of 6 Batches shall be completed within a Year.

2.4. Placement/Employment Opportunities

The bidder shall ensure the placement of **70%** candidates enrolled & trained for the particular course. Such placed candidate must have joined the offered job and is in employment for at-least next 3 months. These Placements can be in the form of wage employment or self-employment.

1. In case of **wage employment**, candidates should be placed in jobs that provide wages at least equal to minimum wages prescribed by the State where the deployment is done post recruitment and such candidates should continue to be in jobs for a minimum period of three months, from the date of placement in the same or a higher level with the same or any other employer.
2. In case of **self-employment**, candidates should have been employed gainfully in livelihood enhancement occupations which are evidenced in terms of trade license or setting up of an enterprise or becoming a member of a producer group. Any Entrepreneurial Ventures started by trainee will be considered as self-employment.
3. If any trainee/ student refuse to take the job being offered to them then alternative offers for employment in other organization shall also be offered.

2.5. Training Management

1. The whole Training program will be done through MAPCET Portal.
2. The bidder is expected to submit a training report not later than ten days after completion of a particular training module/batch/month in a hard copy and in the electronic form.
3. The training should be based on interactive and practical sessions with Real Life scenarios and Hands-on exposure.
4. The training is envisaged to be organized the selected centers and schools as defined in Annexure–6.
5. The training may also be conducted in the locations beyond the selected locations.
6. Intermediate and final report submission to the Officer in Charge upon training delivery.
7. Any other activity that may be required for delivery of training and coordination with Officer in Charge for the project.

2.6. Roles & Responsibilities

2.6.1. Responsibilities of MAPCET:

Is the owner of the project; the role of MAPCET for successful implementation of the training program includes discharging the following responsibilities:

1. Provide necessary mandate by Issuing necessary orders, letters and circulars towards creating intended pool of participants.
2. Conduct review meeting, if needed, to monitor the overall progress of the training.
3. Provide necessary approvals on various delivers and components to be performed by the training partner as part of scope of work.
4. Release payment against the invoices raised by the selected proposer as per defined milestones in this RFP.

5. Provide necessary infrastructure (except establishment of ICT Lab) to operate the training.
6. The Principal of EMRS/KSP schools will all the possible assistance towards the promotion and counseling for training courses and candidate mobilization, if required by the Training Provider.

2.6.2. Responsibilities of the selected Bidder

In addition to deliverables mentioned in the clause 3.1 (Deliverables) following will be the high level responsibilities of the selected proposer:

1. To establish the ICT Lab and conduct the training courses in the PVTG Training Centre and training Centres at EMRS and KSP Schools of the selected districts as per Annexure-6.
2. Depute a Single Point of Contact to coordinate with all related stakeholders.
3. Submit deliverables to MAPCET for necessary approvals.
4. Preparing Training Strategy, Support material/hand-outs adapted to each training batch and distribution to all participants in electronic and or physical form.
5. Computer Lab setup by providing required number of computers and printer at every lab with the network connectivity in and across the labs, connected to internet.
6. Agency should test the complete infrastructure and demonstrate its proper functioning before taking signoff.
7. To promote and counsel the local PVTG/ST candidates studying/enrolled at EMRS/KSP schools to register for training in the courses defined in this RFP.
8. To liaison with school Principal towards promotion and counselling of training courses.
9. To promote, counsel and mobilize the local PVTG candidates to register for training in the courses defined in this RFP.
10. To provide services of qualified expert manpower/ trainers etc. as per the requirements of skill development module/program or any other training program assigned by Madhya Pradesh Council of Employment & Training (MAPCET).
11. Training provider will be responsible for employing required Management & support staff like Centre head, accounts, Security Guards, Receptionist, Peon, necessary housekeeping and other staff, if any. This will be in addition to the course trainers/teachers.
12. Facilitation and Development of Network for Skill Development Centers, outlets, clinics, workshops, industries, service centers etc. as per the requirement of the training programme.
13. Development of training kits, learning materials as per the requirements of training module of NSQF.

14. Publicity of Training & Employment programs for mobilization of eligible Tribal Youths.
15. Admission/Registration of the eligible tribal Youths shall be done through Aadhar enabled registration system of Madhya Pradesh Council of Employment & Training (MAPCET) on the Portal.
16. The Attendance of each trainee candidate shall be recorded through Biometric Machine.
17. Employment offer to the trained Youths with various alternatives for sustainable employment.
18. Availability of Training infrastructure in conformation to National Skills Qualification Framework (NSQF).
19. Arrangement for on the job training and hands on practice.
20. The bidder shall comply at-least 70% employment (continues employment of three months Desk & Verified placement as per the standard norms) on successful completion of course.
21. Circulating publicity materials such as pamphlets, brochures etc. in order to create awareness about the courses, facilities etc.
22. Shall run courses offered under the scheme framework must confirm to the National Skill Qualification Framework (NSQF) notified on 27-12-2013 and as amended from time to time.
23. Distributing the certificate issued by concerning agencies and universities after due assessment of trainees within the time limit as prescribed in guidelines.
24. Post Placement Tracking of the employed youth shall be done for at-least 3 months of the employment.
25. The monthly cost of electricity, water and internet/telephone will be borne by training provider.
26. All necessary equipments for training and laboratory will be provided by the training provider.
27. Any day to day maintenance cost will be borne by the training provider.
28. On completion of the project duration the training provider will hand-over the building premises as they were given.

3. Deliveries, Payments& SLAs

3.1. Deliverables

1. Conduct Trainings in accordance to NSQF with relevant training material.
2. Share progress report on the Skill Development every fortnight.
3. Plan of the activities and share with the stakeholders.
4. Interactive training for applied skill development of ST youths.
5. To take affidavits from trainees/students/their guardians about their serious intent to complete the course to avoid dropouts.
6. Skill assessment as per the norms of MoSDE.
7. Offer, Monitoring & Tracking of wage employment.
8. Presentation of successful trainees includes their success stories.
9. Providing 70% Placement on the successful completion of course.
10. May be given opportunity to deliver training at additional 10 residential training schools.

3.2. Training Cost

The rates for the training had already been decided by the Common Cost Norms Committee of Government of India and will be final and binding to the bidder. The Circulars / guidelines / instructions issued by this Committee regarding norms for training cost should be followed in true word and spirit. All applicable taxes would be borne by the bidder.

Training cost shall be paid on as per hour basis within the limits of Training Cost guidelines issued by MoSDE based on the recommendations of the Common Cost Norms Committee. The training cost will be applicable on the Qualification Packs based on the category in which the course falls.

Course Name	QP Code	Duration	Pre-Defined Cost for the duration	Total
Domestic Date Entry Operator	SSC/Q2212	400 Hrs	Rs 16800/-	
Associate Desktop Publishing	SSC/Q2702	400 Hrs	Rs 16800/-	

Note: Assessment Fees of successful candidates will be borne by MAPCET.

3.3. Payment Terms and Schedule

The bidder shall be eligible towards the payment against training of each eligible trainee candidate as a reimbursement of training cost on submission of an Invoice to Madhya Pradesh Council of Employment & Training (MAPCET) as per norms of MoSDE.

1. **Payment schedule** - Payments to the bidder, after successful completion of target milestones (including specified project deliverables), should be made as:

SN	Deliverable	Payment	Conditions
1	Supply, commissioning, setup of Computer Labs in each Training Centre (PVTG, EMRS, KSP) at each district	NA	Acceptance towards the accessibility of Computer System across the Labs, internet and availability of Office Software's
For Each Training Batch			
1	Submission of the Training Plan/Calendar	NA	NA
2	On Mobilization, Registration and Training Commencement	30% of Batch Training Cost	Payment would be released after approval of the deliverable and a copy of respective outcome submission of all said documents and invoice in triplicate to MAPCET. Any penalty shall be deducted from the invoices, if not then from PBG.
3	On Completion of training and successful certification (Payment made for number of candidates certified after adjusting any advance payments)	40% of Batch Training Cost	
4	Placement of 70% of candidates, verified employment (Continuous employment of 3 Months-desk and verified placement as per standard norms)	30% of Batch Training Cost	

2. Each payment shall be made on receipt of separate invoice on the successful completion of payment schedule.
3. The selected proposer's request for payment shall be made to the purchaser in writing, accompanied with the supporting documents describing, as appropriate, the services performed, and by the required documents submitted pursuant to general conditions of the contract and upon fulfillment of all the obligations stipulated in the Contract.
4. Documents required, whichever applicable along with documents for desired deliverables, to be submitted to MAPCET for Payment (in Triplicate):
- Training Completion Certificate signed by nodal officer:** This shall be a document mentioning the start and end date for each program, along with information about delay, rescheduling etc. if any.
 - Training Report approved by MAPCET:** The training report shall include a copy of all the certificates provided to the participants for each batch and also details about proceedings during the training.

- i. Attendance Sheets
 - ii. Training Feedback Forms
 - iii. SLA compliance reports
5. Due payments shall be made promptly by the purchaser, generally within thirty (30) days after submission of an invoice and request for payment by the selected proposer, and the purchaser has accepted it.
 6. The currency or currencies in which payments shall be made to the selected proposer under this Contract shall be Indian Rupees (INR) only.
 7. All remittance charges will be borne by the selected bidder.
 8. In case of disputed items, the disputed amount shall be withheld and will be paid only after settlement of the dispute.
 9. Any penalties and/or liquidated damages, as applicable, for delay and non-performance, as mentioned in this bidding document, will be deducted from the payments for the respective deliverables.
 10. Taxes, as applicable, will be deducted/paid as per the prevalent rules and regulations.

3.4. Timelines with Service Level Standards/ Requirements/ Agreement

The selected Proposer shall have to submit certain key deliverables in a time of maximum within 3 months, which are mentioned hereunder.

SN	Scope of Work	Deliverables	Timelines (in weeks) (T=Sign of Contract)	Related Penalties
1	Section 2	Supply, commissioning, setup of Computer Labs in each Training Centre at each district	T+4	1% of the total project cost for delay of each week
2		Start of training	T+6	1% of the total project cost for delay of each week

Training Target per batch		Placement (Percentage of Trained Youths) per batch				
Penalties	Achievement	Less than 20%	20% upto 40%	40% upto 55%	55% upto 70%	70% or More
Deductions in training Payment for each batch	Less than 20%	100%	80%	60%	50%	40%
	20%-40%	70%	60%	50%	40%	30%
	40%-60%	60%	50%	40%	30%	20%
	60%-80%	50%	40%	30%	20%	10%
	More than 80%	40%	30%	20%	10%	Nil

Note: Total Penalties will not be more than 10% of the total project/contract value beyond which the contract may be terminated and performance bank guarantee may be forfeited.

4. Bidding Instructions

4.1. Submission of Bids

Technical and Financial Bid/Proposal for “RFP for Selection of Training Service Provider for Training & Employment of Tribals” should be submitted online **through e-procurement portal**.

The bids should be submitted as per the schedule given in the schedule of RFP section.

The **Technical Proposal and Financial Proposals** shall be submitted in separate parts as follows:

Part 1: Pre-qualification & Technical Proposal

Part 2: Financial Proposal

4.2. Pre-Qualification & Technical Bid

The Technical Proposal should contain the following information:

- a) Documents satisfying the eligibility criteria as mentioned in the RFP
- b) Proposal Form as per **Annexure 2**
- c) Qualification of Bidder as detailed in Annexure-3 (Company Profile along with documentary evidence of services offered and all relevant enclosures.)
- d) Documents satisfying the Technical criteria as mentioned in relevant clause.
- e) Detailed Technical Proposal including detailed training module as per relevant clause with the training duration.
- f) Any additional information that the bidder may think fit but not included elsewhere in the proposal, which will help MAPCET to assess the capabilities of the Training Partner.
- g) Any other document if required.

Note: The Technical Proposal shall not include any financial bid information.

4.3. Financial Bid

- i. After verifying the eligibility criteria and Technical evaluation, Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal shall notify the shortlisted bidders indicating the date, time and place for financial bid opening. The Financial Bid of technically qualified Bidders shall be opened in the presence of Bidders who choose to attend.
- ii. The Financial Bid should be submitted strictly in the format given as **Annexure 4** of this document and should not have any deviations, restrictive statements, etc. therein. Otherwise, such bids are liable to be rejected at the sole discretion of Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal.
- iii. If any calculation error is found in the Financial Bid that would be corrected by Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal and if any difference in the figures or words is found, then the values in words shall prevail.

- iv. The Financial Bid shall be submitted Online. Any part of the financial bid information, submitted in technical proposal, may lead to the rejection of bid.

4.4. Period of Validity of Proposal

The Proposals submitted by bidders shall be valid for a period of “180 days” from the date of submission of the bid. On completion of the validity period (180 days), in case required, Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal would solicit the bidder’s consent to an extension of the period of validity. The request and the responses thereto shall be made in writing by post or email.

4.5. Amendments to RFP

At any time prior to the deadline for submission of Proposal, Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal may amend the RFP documents by issuing suitable Corrigendum. Any corrigendum issued in this regard shall be uploaded on MP e-Procurement website. A reasonable time shall be provided to the vendors, so that they can take corrigendum into account in preparing their Proposals, the Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal shall extend (if necessary), the deadline for submission of Proposals.

4.6. Language of Proposal

The Proposal, and all correspondence and documents related to the Proposal exchanged by the bidder and the Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal should be in English. Supporting documents and printed literature furnished by the bidder may be in any language other than English provided they are accompanied by an accurate translation of the relevant passages in English language. Supporting material, which is not translated in English, will not be considered for evaluation. For the purpose of evaluation and interpretation of the proposal, the English language translation shall prevail.

4.7. Currency of the Proposal and Payment

The currency of the Proposal offers and the payments made (commercial transactions) shall be in Indian Rupees (INR).

4.8. Clarification on Bids

During the evaluation of bids, if required, Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal may seek clarification(s) of the bid from the bidder via email / post / in person. If required clarification is not received in the specified time limit, Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal will have rights to reject the bid.

4.9. Bid Opening

- i. The technical bid containing “**Part 1: Technical Proposal**” only will be opened online at the defined time and place as mentioned in schedule of RFP Section. The representative of bidders may also be present at the time of opening of the bid.

- ii. Financial bids of only those bidders whose bids are shortlisted after Technical evaluation will be opened through e-procurement in the presence of the bidder's representatives subsequently for further evaluation.
- iii. One authorized representative of each of the bidder would be permitted to be present at the time of aforementioned opening of the bids.

4.10. Bid Evaluation

No enquiry shall be made by the bidder(s) during the course of evaluation of the tender, after opening of bid, till final decision is conveyed to the successful bidder(s). However, the Committee/its authorized representative and Madhya Pradesh Council of Employment & Training(MAPCET), Bhopal can make any enquiry/ seek clarification from the bidders, which the bidders must furnish within the stipulated time else the bids of such defaulting bidders may be rejected.

4.10.1. Pre-Qualification Evaluation

- i. The Bidders are requested to furnish documents to establish their eligibility (indicating the reference page number in the bid against the proofs submitted) for each of the items given in Eligibility Criteria. Relevant portions in the documents should be highlighted. If a bid is not accompanied with all necessary documents, it may be summarily rejected.
- ii. Undertaking for subsequent submission of any of the eligibility documents will not be entertained. However, Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal reserves the right to seek fresh set of documents or seek clarifications on the already submitted documents.
- iii. Upon verification, evaluation/assessment, if in case any information furnished by the Bidder is found to be false / incorrect, their bid will be summarily rejected and no correspondence on the same shall be entertained.
- iv. Submission of false/forged documents will lead to forfeiture of EMD and blacklisting of agency for a minimum period of 3 years from participating in M.P. Govt. tenders.
- v. A Bid that does not fulfill all the stipulated eligibility conditions/criteria will not be considered.
- vi. Submission of Financial/Commercial Bid or any other financial bid related information submitted with Pre-Qualification/Technical Document will lead to the rejection of the submitted Bid.
- vii. The Bids conforming to the eligibility criterion only will be considered for further evaluation. If there is any lack of clarity in the submitted eligibility documents, evaluation committee may ask additional clarification/ documents from the concerned bidder. Committee may consider the additional documents/ clarifications for evaluation if they are as per the requirement stated in RFP.

4.10.2. Technical Evaluation

Technical evaluation will be done only for those bidders who have been found to be in compliance with the Eligibility criteria. The Technical Evaluation Committee based on

technical evaluation framework mentioned shall evaluate each proposal and allot technical score as per the Technical criteria mentioned below:

Table 4.10.2.1: Technical evaluation Criteria

SN	Parameter	Criteria	Max. Marks (100)	Documents Required
1	Average Annual Turnover from Training/Capacity Building activities during the last three financial years, i.e., 2018-19, 19-20 and 20-21	Average Annual Turnover >= Rs. 10 Crore = 5 Marks Every additional 5 Crore of Average Annual Turnover will carry 1 mark	15	Audited Balance Sheet clearly indicating the relevant turnover
2	Bidder should have Net Worth of more than Rs. 01 Cr as on 31st March 2021	Net Worth >= Rs. 1 Crore = 3 Marks >= Rs. 3 Crore = 4 Marks >= Rs. 5 Crore = 5 Marks	5	Certificate issued by CA for certification of Net Worth & Audited financial account
3	Experience of handling large projects in the field of skill development in the last three financial years, i.e., 2018-19, 19-20 and 20-21	Minimum two project worth Rs 2 Cr or More = 5 Marks Rs 5 Cr or More = 10 Marks	10	Work orders/ MOUs / Agreements / LOIs / Sanction orders in which Project Cost should be clearly mentioned, along with Completion certificate
4	Prior Experience in Training & capacity building projects in the field of skill development in the last three financial years, i.e., 2018-19, 19-20&20-21	Number of candidates Trained 3000 or more = 5 Marks 5000 or more = 10 Marks 8000 or more = 15 Marks 10000 or more = 20 Marks	20	• Related work orders/ MOUs / appointment letter/ payment advice as evidence of such training along with Completion certificate

5	Placement Track record in last 3 Financial Year i.e. 2018-19, 19-20 and 20-21	Number of candidates placed 2000 or more = 05 Marks 3000 or more = 10 Marks 5000 or more = 15 Marks 7000 or more = 20 Marks	20	List of Placed candidates with details, as per Point 6.3.5
6	Experience of Implementation in multiple districts of MP	Implementation of Skill Development at various districts in Madhya Pradesh ≥ 5 districts = 5 Marks ≥ 10 districts = 7 Marks ≥ 15 districts = 10 Marks	10	Related work orders/ MOUs / Agreements / LOIs / Sanction orders / Completion certificate/ payment advice as evidence of such engagements.
7	Active Partnership(s) with atleast one of the below:- 1. NSDC Funded-Partnership 2. PMKK Partner 3. DDUGKY Partner	Anyone = 5 marks Any two = 7 marks All Three = 10 marks	10	<ul style="list-style-type: none"> • NSDC Partnership Certificate and MoU • PMKK MoU • DDU GKY MoU/Work Order/ PCO (any one or more)
8	Active Employer Ties-up	Should have Partnered/Ties-up with IT industries for placement of candidates. 1 mark for each Partnership	10	MOU/Agreement towards Placement assurance
Total marks			100	

- i. For Technical evaluation under point no 3, 4, 5, 6, 7, 8 the bidder shall submit the relevant completion certificate from the sponsoring Agency as
- For point 3 – Completion Certificate or Partial completion certificate of handling large projects with relevant project worth completed.
 - For point 4 – Completion Certificate or Partial completion certificate from of Training & Capacity building projects with relevant number of candidates trained.
 - For point 5 – List of Placed candidates with details, as per Point 6.3.5.

- d. For point 6 – Completion Certificate or Partial completion certificate of implementing projects in relevant number of districts.
 - e. For point 7- Copy of active Partnership agreement(s)
 - f. For Point 8- Active MoU/ Agreement for atleast, upcoming 3 years towards Placement assurance.
- ii. Technical evaluation shall include the evaluation of all the documents mentioned in the Technical Bid.
 - iii. The Bidder should obtain minimum 70% score to technically qualify. Competent authority reserves the right to lower minimum score, if sufficient numbers of successful bidders are not found.
 - iv. The financial bids of only technically qualified proposers would be opened.

4.10.3. Overall Evaluation (Lowest Bid Value)

- i. Bid evaluation committee will evaluate and compare the bids determined to be substantially responsive. It is bid evaluation committee's intent to select the proposal that is most responsive to the project needs and each proposal will be evaluated using the criteria and process outlined in this section.
- ii. Technical bids shall be examined by the bid evaluation committee with respect to compliance, completeness and suitability of the proposal to the project and only the bids which are in compliance to the requirements mentioned in the RFP shall be considered as technically qualified.
- iii. Pre-Qualification and the Technical criteria of all the Bidders will be evaluated for Financial bid opening.
- iv. Only the bidders, who score a Technical bid score (Tb) of 70 (Seventy) or more, will qualify for the financial bid evaluation.
- v. Total bid evaluation: Only the financial bids of those bidders qualified in the technical evaluation shall be opened and the decision of MAPCET in this regard shall be final; financial bids of the other bidders will not be accepted.
- vi. The evaluation shall be strictly based on the information and supporting documents provided by the bidders. It is the responsibility of the bidders to provide all supporting documents as listed in forms necessary to fulfill the mandatory eligibility criteria.
- vii. Shortlisted bidder quoting lowest bid value (L1) will be considered for final selection. In case of tie, the bidder securing higher Technical Score would be given preference.

5. General Terms and Conditions

5.1. Payment Terms

- i. Payment will be made in Indian Rupees only as per the payment milestones.
- ii. Payments shall be subject to deductions of any amount for which the agency is liable as per the penalty clause of this tender document. Further, all payments shall be made subjects to deduction of TDS (Tax deduction at Source) as per the income- Tax Act, 1961 and any other taxes.

5.2. Confidentiality

The RFP contains information proprietary to Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal. Madhya Pradesh Council of Employment & Training(MAPCET), Bhopal requires the recipients of this RFP to maintain its contents in the same confidence as their own confidential information and refrain from reproducing it in whole or in part without the written permission of Madhya Pradesh Council of Employment & Training(MAPCET), Bhopal.

Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal will not return the bids/responses to the RFP received. The information provided by the bidder/s will be held in confidence and will be used for the sole purpose of evaluation of bids.

5.3. Sub-contracting

No subcontracting shall be allowed in any circumstances

5.4. Right Reserves with MAPCET

- i. Reject any or all proposals received in response to the RFP without giving any reason whatsoever.
- ii. Waive or change any formalities, irregularities, or inconsistencies in proposal format delivery.
- iii. Extend the time for submission of proposal.
- iv. Modify the RFP document, by an amendment that would be published on the Bank's website.
- v. Independently ascertain information from other organizations to which bidder has already extended a service for similar assignments.
- vi. To terminate the services if the assignment is not proceeding in accordance with the terms of contract

5.5. Other Instructions

- i. The successful bidder should treat all data and information about Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal obtained in the execution of the proposed assignment as confidential, hold it in strict confidence and should not reveal such data/information to any other party without the prior written approval of Madhya Pradesh Council of Employment & Training(MAPCET), Bhopal.

- ii. The proposal should be submitted strictly in the format provided in this RFP document and should be signed by the authorized signatory with seal of the Company.
- iii. A signed copy of this RFP shall be submitted along with the technical proposal as a token of acceptance of RFP terms & conditions.
- iv. The proposal should be free of overwriting/ corrections/ alterations.
- v. The proposals should be signed by the authorized representative/s of the bidder.

5.6. Disqualification

The proposal submitted by a bidder is liable to be disqualified if:

- a) Not submitted in accordance with this document.
- b) Bid received in incomplete form or not accompanied by bid security amount.
- c) Bid received after due date and time.
- d) Bid not accompanied by all requisite documents.
- e) Awardee of the contract qualifies the letter of acceptance of the contract with his conditions.
- f) Bidder fails to enter into a contract within 15 days of the date of notice of the award of tender or within such extended period, as may be specified Madhya Pradesh Council of Employment & Training(MAPCET), Bhopal.

Bidders may specifically note that while processing the tender documents, if it comes to our knowledge expressly or implied, that a bidder has intended to form a cartel resulting in delay / holding up the processing of tender then the bidders so involved are liable to be disqualified for this contract as well as for a further period of two years from participation in any of the tenders floated by Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal.

It is also clarified that if need arises Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal would go in for appointment of outside party(s) to undertake the work under the captioned tender. In case any party submits multiple bids or if common interests are found in two or more Bidders, then such Bidders are likely to be disqualified, unless additional bids / bidders are withdrawn immediately upon noticing such things.

5.7. Modification, Substitution & Withdrawal of the Proposal

The bidder may modify, substitute or withdraw its proposal after its submission, provided that written notice of the modification or withdrawal is received by Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal prior to the deadline prescribed for submission of proposals.

In case of substitution or withdrawal of proposal, the previous bid document will be returned unopened on bid opening day. In case of modification of proposal, modified bid document along with original bid document will be opened on bid opening day.

The Bidder's modification, substitution or withdrawal notice shall be prepared, sealed, marked and dispatched. The modification, substitution or withdrawal notice may also be sent by fax or email but should be followed by a duly signed confirmation copy (in original) not later than the deadline for submission of proposals.

No proposal may be modified or substituted subsequent to the deadline for submission of proposal. No proposal may be withdrawn in the interval between the deadline for submission of proposals and the expiration of the period of proposal validity specified by the bidder on the Proposal Form.

5.8. Termination of Contract

5.8.1. Termination by Default

Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal may, without prejudice to any other remedy for breach of contract, by written 7 days' notice of default sent to the Successful Bidder, terminate the Contract in whole or part.

If the Successful Bidder fails to deliver any or all of the systems within the period(s) specified in the Contract, or within any extension thereof granted by the Purchaser pursuant to conditions of contract clause or if the Successful Bidder fails to perform any other obligation(s) under the Contract.

In the event that Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal terminates the Contract in whole or in part, pursuant to the conditions of contract clause, it may procure, upon such terms and in such manner, as it deems appropriate, systems or services similar to those undelivered, and the Successful Bidder shall be liable to pay Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal for any excess costs for such similar systems or services. However, the Successful Bidder shall continue the performance of the Contract to the extent not terminated.

5.8.2. Termination for Insolvency, Dissolution etc.

Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal may at any time terminate the Contract by giving written notice to the Successful Bidder, if the successful bidder becomes bankrupt or otherwise insolvent. In this event termination will be without compensation to the Successful Bidder, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal.

5.8.3. Termination for Convenience

Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal, by written notice sent to the Successful Bidder may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for Bank's convenience, the extent to which performance of the Successful Bidder under the Contract is terminated, and the date upon which such termination becomes effective. However, any undisputed payment to the invoices of the task accomplished by successful bidder would be paid by Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal.

5.9. Force Majeure

Notwithstanding the provisions of conditions of contract, the Successful Bidder shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, its' delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

For purpose of this Clause, Force Majeure means an event beyond the control of the Successful Bidder and not involving the Successful Bidder's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

If a Force Majeure situation arises the Successful Bidder shall promptly notify Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal in writing of such conditions and the cause thereof. Unless otherwise directed by Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal in writing, the Successful Bidder shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

5.10. Disputes and Arbitration

If any dispute of any kind whatsoever arise between MAPCET and the successful bidder in connection with or arising out of the contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, the parties shall seek to resolve any such dispute or difference by mutual consultation. If the parties fail to resolve such a dispute or difference by mutual consultation an appeal may be filed to the Principal Secretary, Government of Madhya Pradesh, Department of Science & Technology. If still unresolved then the dispute would be resolved as per MP MadhyasthamAdhikaran Act, 1985. The place of arbitration shall be Bhopal and all legal disputes are subject to the jurisdiction of courts at Bhopal.

6. Annexures

6.1. Annexure 1: Pre-Bid Queries format

Name of the Company/Firm:

Name of Person(s) Representing the Company/ Firm:

Name of Person	Designation	Email-ID(s)	Tel. Nos. & Fax Nos.

Company/Firm Contacts:

Contact Person(s)	Address for Correspondence	Email-ID(s)	Tel. Nos. & Fax Nos.

Query / Clarification Sought:

Sr. No.	RFP Page No.	RFP Clause No.	Clause Details	Query/ Suggestion/ Clarification

Note: - Queries must be strictly submitted only in the prescribed format (.XLS/ .XLSX). Queries not submitted in the prescribed format will not be considered/ responded at all by DPR

Pre-bid queries should be sent to the e-mail address mentioned in the RFP in excel format.

6.2. Annexure 2: Proposal Form

(To be included in Technical Proposal)

Date: ____/____/2022

To,

Managing Director,
Madhya Pradesh Council of Employment & Training (MAPCET),
Rajiv Gandhi Bhawan, 35, Shyamla Hills, Bhopal (M.P) 462002

Subject: Proposal for “RFP for Selection of Training Service Provider for Training & Employment of Tribals”

Dear Madam,

Having examined the Bid Document, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to “**RFP for Selection of Training Service Provider for Training & Employment of Tribals**” and to meet such requirements & provide such services as are set out in the Bid Document.

We hereby attach the Technical Bid as per the requirements of the tender document.

We undertake, if our Bid is accepted, to adhere to the implementation plan put forward in the RFP or such adjusted plan as may subsequently be mutually agreed between us and Madhya Pradesh Council of Employment & Training (MAPCET) or its appointed representatives. If our Bid is accepted, Madhya Pradesh Council of Employment & Training (MAPCET) will retain our EMD till Performance Bank guarantee is submitted.

We agree that you are not bound to accept the lowest or any Bid Response you may receive. We also agree that you reserve the right in absolute sense to reject all or any of the products/ services specified in the Bid Response without assigning any reason whatsoever.

It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company /firm/organization and empowered to sign this document as well as such other documents which may be required in this connection.

Dated this Day of2022

(Signature) (In the capacity of)

Duly authorized to sign the Bid Response for and on behalf of:

.....

(Name and address of the Bidder)

Seal/Stamp of Bidder

6.3. Annexure 3: Qualification of the Bidder

6.3.1. Bidder Information Sheet

S. No.	Particulars	Details	Page no. (for any attachment)
1.	Name of the Entity/ Organization		
2.	Registered office address Telephone number Fax number Email		
3.	Correspondence Address		
4.	Details of the Contact Person (name, designation, address) Telephone number Fax number Email		
5.	Financial Turnover	FY 20-21: FY 19-20: FY 18-19: Average:	
6.	Net Worth (As on 31 st march 2020)		
7.	Year and Place of the establishment of the entity/organization		
8.	PAN/GST registration details		
9.	Details of the offices present in Madhya Pradesh, if any		

6.3.2. Experience/Project Details

Consolidated details (To be filled as cover letter for each item as mentioned in Technical Qualification.) (To be filled for each Project)

S.No	Item	Details
1	Name of the training program	
2	Total no of Candidate trained and Placed etc.)	
3	Contract Value (In Lakhs)	

6.3.3. Training Delivery**Delivered Training Details (To be filled for each Project)**

S.No	Item	Details
1	Name of the Project	
2	Work Order / Contract No.	
3	Contract Value (In Lakhs)	
4	Client Details	
5	Name, Title & Address of the Client who can be contacted	
6	Project Duration	
7	Start Date & End Date	
8	Scope of work	
9	Training Locations	
10	Relevant work domain	

6.3.4. Training Details of Training Agency (For FY 18-19, 19-20, 20-21)**Delivered Training Details (To be filled for each Year)**

Financial Year	Project Name	Client Name	Training Program Name	Start Date End Date/Ong oing Date	Sector Name	Job Role	Total No. of Trained Trainees	Total No. of Placed Trainee	Project Value in lakhs
2018-19									
2019-20									
2020-21									

**6.3.5. PLACEMENT DETAILS OF TRAINEES BY THE TRAINING AGENCY FOR THE F.Y
2018-19, 2019-20 & 2020-21**

No	Name of Scheme/ Dept.	Year	Name of candidates	Mobile No.	Sector	Course/Trade	Employer Name	Name of Post	Salary details	Place of Placement

6.3.6. Pre-Qualification criteria details

SN	Basic Requirement	Documents Required	Document(s) Provided	Page No
1	Legal Entity	Certificates of incorporation/ Registration along with PAN, GST of the organization		
2	Nature of Work of the Agency	The Byelaws/ MoA or similar legal document should have skill development or training as main objectives of the organization.		
3	Financial: Turnover	CA certificate /Audited Balance Sheet clearly indicating the relevant turnover		
4	Positive Net Worth	Certificate issued by CA for certification of Net Worth & Audited financial account		
5	Prior Experience in Training & capacity building	Related work orders/ MOUs / Agreements / LOIs / Sanction orders along with Completion certificate/ payment advice clearly indicating the Training & Capacity building experience		
6	Partnerships	<ul style="list-style-type: none"> • NSDC Partnership Certificate and MoU • PMKK MoU • DDU GKY MoU/Work Order/ PCO(Attach any one or more) 		
7	Employer Ties-up	Related work orders/ MOUs / Agreements or any equivalent legal documents		
8	Non blacklisting	Declaration on Notary Affidavit on Rs. 1000/- Non-judicial Stamp Paper as per Annexure 5		

6.3.7. Technical-Qualification criteria details

SN	Parameter	Documents Required	Document(s) Provided	Page No
1	Average Annual Turnover from Training/Capacity Building activities during the last three financial years, i.e., 2018-19, 19-20 and 20-21	Audited Balance Sheet clearly indicating the relevant turnover		
2	Bidder should have Net Worth of more than Rs. 01 Cr as on 31st March 2021	Certificate issued by CA for certification of Net Worth & Audited financial account		
3	Experience of handling large projects in the field of skill development in the last three financial years, i.e., 2018-19, 19-20 and 20-21	Work orders/ MOUs / Agreements / LOIs / Sanction orders along with Completion certificate		

4	Prior Experience in Training & capacity building projects in the field of skill development in the last three financial years, i.e., 2018-19, 19-20 & 20-21	<ul style="list-style-type: none"> • Related work orders/ MOUs/ appointment letter/ payment advice as evidence of such training 		
5	Placement Track record in last 3 Financial Year i.e. 2018-19, 19-20 and 20-21	Placement details of placed candidates as per 6.3.5		
6	Experience of Implementation in multiple districts of MP	Related work orders/ MOUs / Agreements / LOIs / Sanction orders / Completion certificate/ payment advice as evidence of such engagements.		
7	Active Partnership(s) with any one of the below:- 1. NSDC Funded-Partnership 2. PMKK Partner 3. DDUGKY Partner	<ul style="list-style-type: none"> • NSDC Partnership Certificate and MoU • PMKK MoU • DDU GKY MoU/Work Order/ PCO (any one or more)		
8	Employer Ties-up	MOU/Agreement towards Placement assurance		

6.4. Annexure 4: Detailed Commercials

6.4.1. Commercial/Financial Bid Cover Letter

Date: ____/____/2021

To,

Managing Director,

Madhya Pradesh Council of Employment & Training (MAPCET),

Rajiv Gandhi Bhawan, 35,

Shyamla Hills, Bhopal (M.P) 462002

Subject: RFP for Selection of Training Service Provider for Training & Employment of Tribals"

Dear Sir,

- a. Having examined the Tender Documents including all Annexure, the receipt of which is hereby duly acknowledged, we, the undersigned offer our best commercial rates to provide consulting services for the implementation the Project in conformity with the said Tender Documents and in accordance with the schedule of Prices indicated in the Price Bid and made part of this Tender.
- b. If our Bid is accepted, we undertake to complete the project within the scheduled time lines.
- c. We confirm that this offer is valid for 180 from the date of submission of the bid of to the Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal.
- d. This Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.
- e. We agree that Madhya Pradesh Council of Employment & Training (MAPCET), Bhopal is not bound to accept the lowest Bid or any Bid, or the BANK may reject all bids.

Dated this.....by2021

Authorised Signatory (Name)

Phone Number including Mobile Number:

Fax :

E-mail:

(This letter should be on the letter head of bidder duly signed by an authorized signatory)

6.4.2. Commercial/Financial Bid Form

Name of the bidder:

Address:

SN	Skill Training Course (A)	Duration (B)	Fixed Cost Per Candidates in INR (C)	Proposed Cost Per Candidates (D) (D ≤ C)
1	Domestic Data Entry Operator	400 Hrs	Rs 16800/-	
2	Associate Desktop Publishing	400 Hrs	Rs 16800/-	
Total (in Numbers)				
Total (in Words)				

Note:- Same amount should be quoted for both courses.**TERMS AND CONDITIONS ON COMMERCIAL/FINANCIAL PROPOSAL**

- Rate should be quoted for per candidate.
- The Total amount of the **"Column D"** shall be evaluated for financial bid.
- The batches used in RFP is just for for bid evaluation purpose and does not restrict the numbers.
- The bidder must quote the cost under **"Column D: Proposed Cost"**. The quoted proposed cost shall be less than the fixed cost mentioned in **"Column C"**.
- It is to be noted that building infrastructure with residential facility shall be provided by the MAPCET / Tribal Department therefore it is expected from the bidders that the bidding cost shall be adjusted accordingly.
- For additional training assignments in other districts the proportionate cost will be considered as per requirement.
- The price shall be including all the applicable taxes including GST, if any
- TDS will be deducted as applicable.

Further, we confirm that we will abide by all the terms and conditions contained in the RFP.

Dated this.....by2022

Authorised Signatory (Name)**Phone Number including Mobile Number:**

E-mail:

6.5. Annexure 5: Self- Declaration (to be submitted on the letter head of the bidder)

Date: ____/____/2022

To,
Managing Director,
Madhya Pradesh Council of Employment & Training (MAPCET),
Rajiv Gandhi Bhawan, 35, Shyamla Hills, Bhopal (M.P) 462002

In response to the RFP Ref. No. _____ dated _____ for
RFP for Selection of Training Service Provider for Training & Employment of Tribals, as an
Owner/ Partner/ Director/ Auth. Sign. of-----
_____, I/ We hereby declare that presently our
Company/ firm _____, at the time of bidding:

- a. Possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
- b. have fulfilled my/ our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Document;
- c. is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central government/ PSU/ UT.
- d. does not have any previous transgressions with any entity in India or any other country during the last three years
- e. does not have any debarment by any other procuring entity
- f. is not insolvent in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and is not the subject of legal proceedings for any of the foregoing reasons;
- g. does not have, and our directors and officers not have been convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of three years preceding the commencement of the procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;
- h. does not have a conflict of interest as mentioned in the bidding document which materially affects the fair competition.
- i. will comply with the code of integrity as specified in the bidding document.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken as per the provisions of the applicable Act and Rules thereto prescribed by GoMP, my/ our security may be forfeited in full and our bid, to the extent accepted, may be cancelled.

Thanking you,

Dated this.....by2022

Authorised Signatory (Name)

Phone Number including Mobile Number:

E-mail:

6.6. Annexure 6: Skill Development Centers and Special Residential school at Districts for Trainings

SN	Place	Institute Name	No. of Training Rooms	No. of Computer Labs	Total Available area in Sq. ft.
1	Shivpuri	PVTG Skill Development Centre	3	2	10800
		EMRS,Budani, Dist Sehore			
		KSP, Shivpuri			
2	Mandla	PVTG Skill Development Centre	3	2	10800
		EMRS, Mandla			
		KSP,Mandla			
3	Shahdol	PVTG Skill Development Centre	3	2	10800
		EMRS, Shahdol			
		KSP,Pali District, Umariya			
4	Dindori	PVTG Skill Development Centre	3	2	10800
		EMRS, Dindori			
		KSP, Dindori			
5	Tamiya (Chhindwara)	PVTG Skill Development Centre	3	2	10800
		EMRS, Tamiya(Chhindwara)			
		KSP, Junnardev(Chhindwara)			

.....end of document.....