

**Animal and Fisheries Resource Department (Animal Husbandry Directorate), Bihar, Patna**  
**VIKAS BHAWAN, NEW SECRETARIATE**  
**PATNA, BIHAR.**  
**Phone -0612-2215962**  
**Email : dirahd-bih@nic.in, Website : state.bihar.gov.in/ahd**  
**REQUEST FOR PROPOSAL(RFP)**

RFP No :- 2025/AHD/03

Date :- 05.02.2025

- a) DEPARTMENT OF ANIMAL AND FISHERIES RESOURCES (Animal Husbandry Directorate), Vikas Bhawan, Patna, Bihar invites Proposals (Single Bid System) from reputed and experienced organizations/ agencies for RPL and Domain Skill Development Programme Request For Proposal (RFP) for selection/Empanelment of Eligible Organizations/Agencies to work with the department for providing Capacity Building trainings to the Farmers (Animal Husbandry & Poultry).

Kindly note that the empanelment/selection of agencies under this RFP will not guarantee allocation of work and AFRD will assume no liability of cost towards it. AFRD makes no commitments, express or implied, that this process will result in a business transaction between anyone.

- b) **Tender Processing Fee:** Tender Processing Fee (TPF) to be paid through e-payment mode (i.e. NEFT/RTGS/Credit Card/Debit Card) on E-Proc Portal.
- c) **Earnest Money Deposit (EMD):** An EMD of Rs. 50,000/- (Fifty Thousand) only has to be submitted through Bank Guarantee (BG) (Scanned copy of BG shall be uploaded online and original copy shall be submitted in the Directorate of Animal Husbandry, Bihar) before the stipulated date and time. This EMD will be non-interest bearing and refundable. If the selected agencies fail to submit the requisite performance guarantee or to execute the agreement, this EMD will be forfeited.

The Proposal has to be submitted through online mode on <https://www.eproc2.bihar.gov.in> and can be searched by clicking the Tab "Tender" on home page of above website and then going to Latest Tender by searching Department Name as "Animal and Fisheries Resource Department (AFRD), Bihar, Patna.

The application procedure, eligibility criteria, evaluation methodology, terms and conditions and the scope of work are detailed in the RFP document which can be seen or downloaded from the "e-Procurement Portal <https://www.eproc2.bihar.gov.in> and departmental Website: [state.bihar.gov.in/ahd](http://state.bihar.gov.in/ahd). The RFP will be available to download from the above websites from date - 07.02.2025, Time- 11.00 AM. The last date for uploading of proposal will be Date- 04.03.2025, Time- 01.00 PM. Last date for EMD submission will be date- 04.03.2025, Time- 02.00 PM. The Evaluation of Proposals will be made as per criteria laid down in RFP. Please refer RFP document for complete details.



AFRD Reserves the right to issue addendum/corrigendum/modification or to amend any of all conditions of this RFP Document or to accept or reject any of all proposal(s) or to cancel the whole of this RFP at any stage without assigning any reason thereof and no applicants/bidders shall have any cause of action or claim against the AFRD for the same.

OK

  
Director  
Animal Husbandry Directorate  
Patna, Bihar.

Animal and Fisheries Resource Department (AFRD), Bihar, Patna  
(Animal Husbandry Directorate)

REQUEST FOR PROPOSAL (RFP)

FOR

EMPANELMENT WITH TRAINING PARTNERS

TO IMPLEMENT CAPACITY BUILDING TRAININGS TO FARMERS (ANIMAL  
HUSBANDRY AND POULTRY SECTOR)

RFP Ref. No.- 2025/AHD/03

Date of Issue of RFP :- 05.02.2025

Last date for Submission of EOI: 4.03.2025, 1-PM

**Animal and Fisheries Resource Department (AFRD),**  
**(Animal Husbandry Directorate)**  
**VIKAS BHAWAN, NEW SECRETARIATE**  
**PATNA, BIHAR.**


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## 1. NOTICE INVITING REQUEST FOR PROPOSAL

- a) DEPARTMENT OF ANIMAL AND FISHERIES RESOURCES (ANIMAL HUSBANDRY DIRECTORATE) Patna, Bihar invites Proposals (Single Bid System) from reputed and experienced organizations/ agencies for RPL and Domain Skill Development Programme Request For Proposal (RFP) for selection/Empanelment of Eligible Organizations/Agencies to work with the department for providing Capacity Building trainings to the Farmers (Animal Husbandry and Poultry Sector).
- b) The main objective of this RFP is to impart Capacity Building trainings to the farmers on various techniques/ Methodologies for farming; Entrepreneurship development; marketing of Poultry/ Goatery / Dairy and improvement of their income levels.
- c) The Proposal has to be submitted through online mode on <https://www.eproc2.bihar.gov.in> and can be searched by clicking the Tab "Tender" on homepage of above website and then going to Latest Tender by searching Department Name as "Animal & Fisheries Resource Department".
- d) **Tender Processing Fee:** Tender Processing Fee (TPF) to be paid through e-payment mode (i.e. NEFT/RTGS/Credit Card/Debit Card) on E-Proc Portal.
- e) **Earnest Money Deposit (EMD):** An EMD of Rs. 50,000/- (Fifty Thousand) only has to be submitted through Bank Guarantee (BG) (Scanned copy of BG shall be uploaded online and original copy shall be submitted in the Directorate of Animal Husbandry, Bihar) before the stipulated date and time. This EMD will be non-interest bearing and refundable. If the selected agencies fail to submit the requisite performance guarantee or to execute the agreement, this EMD will be forfeited.
- f) Bank Guarantee should be made in favour of Director Animal Husbandry, Bihar Payable at SBI, Niyojan Bhawan, Patna branch (IFSC code-SBIN0018815).
- g) The application procedure, eligibility criteria, evaluation methodology, terms and conditions and the scope of work are detailed in the RFP document which can be seen or downloaded from the "e-Procurement Portal <https://www.eproc2.bihar.gov.in>. The RFP will be **available to download** from the above websites **from date - 07.02.2025, Time- 11.00 AM**. The last date for uploading of proposal will be **Date- 04.03.2025, Time- 01.00 PM**. Last date for EMD submission will be **date- 04.03.2025, Time- 02.00 PM**. **The Evaluation of proposals will be made as per criteria laid down in RFP**. Please refer RFP document for complete details.
- h) AFRD reserves the right to issue addendum/corrigendum/modification or to amend any or all condition so of this RFP Document or to accept or reject any or all proposal(s) or to cancel the whole of this RFP at any stage without assigning any reason thereof and no applicants/bidders shall have any cause of action or claim against the AFRD for the same.
- i) This RFP does not guarantee any work or contract.

  
**Director**  
**Animal Husbandry Directorate**  
**Patna, Bihar.**

### 1.1 Tender Schedule/Timelines and Instructions:

SN	Activity	Date/Time : Duration
1.	Download date of RFP document	From Date- 07.02.2025, Time- 11.00 AM ( <a href="https://www.eproc2.bihar.gov.in">https://www.eproc2.bihar.gov.in</a> )
2.	Last Date/Time for submission/ uploading of Proposal	Date - 04.03.2025, Time- 01.00 PM. ( <a href="https://www.eproc2.bihar.gov.in">https://www.eproc2.bihar.gov.in</a> )
3.	Date & time for opening of Proposal	On Date- 04.03.2025, Time- 04.00 PM. ( <a href="https://www.eproc2.bihar.gov.in">https://www.eproc2.bihar.gov.in</a> )
4.	Date and time for Technical Presentation and demonstration.	Date and time for Technical Presentation and demonstration shall be communicated later through letter/ email only.
5.	Financial Bid Opening Date and Time	Not Applicable, as no price discovery required. This is a Single Bid System.
6.	Method of Selection	As per RFP
7.	Proposal Submission in Consortium/ Joint Venture	Not Permitted.
8.	Bid Proposal Validity	180 days from the last date of proposal submission.
9.	Empanelment Period	Three year from the date of signing of contract. This may further be extended for another two year subject to yearly center renewal and agreement renewal. The extension will be based on satisfactory performance and /project requirement and based on the sole discretion of the respective line Department
10.	Contact person/Nodal Officer for queries	Name: Email: & contact no:

- Detailed descriptions and instructions for submitting the proposal can be downloaded from e-tender website (<https://www.eproc2.bihar.gov.in>).
- **Return of EMD:** The EMD of unsuccessful applicants will be returned within 60 days after completion of RFP process or completion of Bid validity period whichever is earlier.
- Proposals along with necessary online payments (Tender Processing Fee, Document Fee and EMD) must be submitted through e-Procurement portal (<https://www.eproc2.bihar.gov.in>) before the date and time specified in the RFP. The department/Tendering Authority doesn't take any responsibility for the delay/Non-Submission of Proposal/Non-Reconciliation of online Payment caused due to Non availability of Internet Connection, Network Traffic/Holidays or any other reason."
- The applicants shall submit their eligibility and qualification details, certificates, if any, as mentioned in respective sections etc., in the online standard formats give nine Procurement website (<https://www.eproc2.bihar.gov.in>) at the respective stage only.
- The applicant is expected to carefully examine all the instructions, guidelines, terms and condition and formats of the RFP. Failure to furnish all the necessary information as required by the RFP or submission of a proposal not substantially responsive to all the requirements of the RFP shall be at applicant's own risk and may be liable for rejection. Applicants are

advised to study the RFP document carefully. Submission of bid shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.

- The applicants should ensure that all the required documents as mentioned in the RFP document are submitted/ uploaded in the prescribed format only. The applicant shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria / technical bids and other certificate /documents in the e-Procurement web site (<https://www.eproc2.bihar.gov.in>). **This will be applicant's sole responsibility to ensure that all required documents have been uploaded and all uploaded documents, when downloaded must be legible/readable failing which their bid will be rejected. Hence it is advised that all the documents should be properly scanned and uploaded.**
  - AFRD shall carry out the evaluation solely based on the uploaded certificates/documents in the e-Procurement system
  - AFRD will notify the applicants for submission of original hard copies of the uploaded documents, if required.
- **The applicant shall sign on the supporting statements, documents, certificates and on being uploaded by him, owning responsibility for their correctness /authenticity.**
- **Conditional Bids/proposals shall be out-rightly rejected.**
- **Validity of Bids: 180 days from the last date of proposal submission.**
- **For support related to e-tendering process, applicants may contact at following address:**
- e-Procurement HELP DESK Mjunction Services Ltd., RJ Complex 2<sup>nd</sup> Floor, Canara Bank Campus, Khajpura, Ashiana Road, PS: Shastri Nagar, Patna-800014 "Toll Free Number:1800 5726571" Email ID: [eproc2support@bihar.gov.in](mailto:eproc2support@bihar.gov.in)
- **Corrigendum/Addendum/ amendments if any, will be published on the e-Procurement, Bihar <https://www.eproc2.bihar.gov.in> itself. All such corrigendum/ addendum/ amendments shall be binding on all the applicants. The applicants are also advised to visit the aforementioned website on regular basis for checking of corrigendum/ addendum/ amendments, if any.**
- Kindly note that the selection of agency under this RFP will not guarantee allocation of work and AFRD will assume no liability or cost towards it. AFRD makes no commitments, express or implied, that this process will result in a business transaction between anyone.

### **1.2 e-Tendering Process Related Instructions:**

#### **Submission of Proposals Through electronic mode only:**

1. The applicant shall submit his bid/tender on e-Procurement platform at [www.eproc2.bihar.gov.in](https://www.eproc2.bihar.gov.in).
2. The applicant must have the Class II/III Digital Signature Certificate (DSC) with signing + Encryption, and User-id of the e-Procurement website before participating in the e-Tendering process. The applicant may use their DSC if they already have. They can also take DSC from any of the authorized agencies. For user-id they have to get registered themselves on e-Procurement Portal <https://www.eproc2.bihar.gov.in> submit their bids online on the same. Offline bids

shall not be entertained by the Tender Inviting Authority for the tenders published in e-procurement platform.

3. The applicants shall submit their eligibility and qualification details, technical bid, etc., in the online standard formats given in e-Procurement web site at the respective stage only. The applicants shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria / technical bids and other certificate /documents in the e-Procurement web site. The applicant shall sign on the supporting statements, documents, certificates, uploaded by him, owning responsibility for their correctness / authenticity. The applicant shall attach all the required documents for the specific tender after uploading the same during the bid submission as per the tender notice and bid document.

4. All the required documents should be attached at the proper place as mentioned in the e-forms otherwise the proposal of the applicant will be rejected.

5. Tender Processing Fee (TPF), Document Fee and EMD to be paid through e-Payment mode (i.e NEFT / RTGS, Credit / Debit Card & Net Banking) only.

Note: "Bids along with necessary online payments must be submitted through e-Procurement portal [www.eproc2.bihar.gov.in](http://www.eproc2.bihar.gov.in) before the date and time specified in the RFP. The department / Tendering Authority doesn't take any responsibility for the delay / non-submission of proposal / non-reconciliation of online Payment caused due to Non-availability of Internet Connection, Network Traffic / Holidays or any other reason."

6. The tender opening will be done online only.

7. Any **Corrigendum/Addendum** or date extension notice will be given on the e- Procurement Portal <https://www.eproc2.bihar.gov.in> only.

8. For support related to e-tendering process, applicants may contact at following address "e-Procurement HELP DESK Mjunction Services Ltd, RJ Complex, 2nd Floor, Canara Bank Campus, Khajpura, Ashiana Road, PS: Shastri Nagar, Patna-800014. "Toll Free Number: 1800 572 6571" Email ID: [eproc2support@bihar.gov.in](mailto:eproc2support@bihar.gov.in).

### 1.3 Disclaimer

a. The information contained in this Request for Proposal (RFP) document or subsequently provided to applicants, whether verbally or in documentary or any other form by or on behalf of the Tenderer or any of their employees or advisers, on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided, the client would not be subject to be put to any litigation.

b. This RFP is not an agreement and is neither an offer nor invitation by the AFRD to the prospective applicants or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Tenderer in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each applicant may require. This RFP may not be appropriate for all persons, and it is not possible for the Tenderer, its employees or advisers to consider the objectives, technical expertise and needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in this RFP, may not be complete, accurate, adequate or correct. Each applicant should, therefore, conduct its own investigations and analysis and should check the



accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFP and obtain independent advice from appropriate sources.

- c. Information provided in this RFP to the applicants is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Tenderer accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
- d. The Tenderer, its employees and advisers make no representation or warranty and shall have no liability to any person including any applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this selection process.
- e. The Tenderer also accepts no liability of any nature whether resulting from negligence or otherwise, caused arising from reliance of any applicant upon the statements contained in this RFP. The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.
- f. The issue of this RFP does not imply that the Authority/Client is bound to empanel all the applicants or to empanel the selected applicants, as the case may be, for the implementation of the programme and the Authority/Client reserves the right to reject all or any of the Proposals, without assigning any reasons whatsoever.
- g. The applicant shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the tenderer, or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the applicant and the Tenderer shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an applicant in preparation of submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

## **Section A- Context**

### **1. INTRODUCTION:**

- a) Animal & Fisheries Resources Department, Govt. of Bihar is set up by the Government of Bihar to offer specialized trainings, research, education and consultancy in the field of Animal Husbandry & Poultry development.
- b) AFRD, Bihar is playing a vital role in expediting the reform process and availability of quality managers through its mandate.
- c) The department is also playing an active role in orienting Animal Husbandry & Poultry development extension personnel and farmers towards Animal & Poultry development techniques and marketing.

d) In tune with its mandate, the Institute has organized a number of training programs on functional areas of agricultural marketing. The focus areas of the Institute are emerging issues in agricultural marketing which is addressed through training, research, consultancy, policy advise, and education.

## **2. A Brief of objective of this :**

The main objectives of the RFP are as given below:

- a) To impart capacity building & entrepreneurship training to the farmers on various marketing techniques and latest trends.
- b) To expose the farmers to the field visits to acquire skills practically.
- c) To enhance the Income of the Animal Husbandry and Poultry through providing them specialized training.

## **Section B . General**

### **1.General Provisions**

- a. The Eligible Agencies will be empaneled with AFRD, Bihar as Implementing Agencies (IA) for implementing Capacity Building & entrepreneurship Training to farmers and other Training initiatives of AFRD (Training in Animal Husbandry and Poultry), Bihar (here in after called as "Implementing Agency") for a period of three years (F.Y 2025-26 to 2027-28).
- b. The organizations / agencies fulfilling eligibility criteria will be selected by AFRD, Bihar as per expertise of the Eligible Agency in respective domain of Capacity building training to farmers only in Animal Husbandry and Poultry development sector. AFRD, Bihar will provide ranking based on scores obtained in the evaluation criteria, as A, B and C three category.
- c. The applicant(s) for selection/empanelment will be considered if any prior experience in Farmers' Trainings only through the Work Orders from Govt. Organizations in India.
- d. Interested and eligible Applicants under this RFP, need to submit e-Procurement Portal along with copies of each of the required documents before the last date & time given in this RFP documents along with fees.
- e. After scrutiny of RFP, AFRD, Bihar shall shortlist the eligible applicants as per AFRD, Bihar procedure and will inform the Applicants through e-Procurement Portal .
- f. AFRD, Bihar reserves the right to accept or reject any or all Applicants without assigning any reason thereof. The issue of this RFP document does not in any way commit or otherwise obliges AFRD, Bihar to proceed with all or any part of RFP process.
- g. The empaneled agencies will then be aligned with Animal Husbandry directorate. The Department will then allocate target in specific courses and execute Memorandum of Understanding(MoU) with AFRD (Animal Husbandry Directorate), Bihar within 7 (Seven) working days of selection.
- h. The Training Partners would be responsible for candidate's mobilization, establishment of training centres, ToT certified trainers, conduct training, scheduling assessment & certification, and the overall supervision by department.
- i. The Selection/empanelment of the Implementing Agencies do not in any way commit or otherwise obliges AFRD (Animal Husbandry Directorate), Bihar to provide Work Order.

## 2. Unfair Competitive Advantage

The Applicants or their Affiliates applying for empanelment should not derive any competitive advantage from having provided similar or related services to the Client earlier.

## 3. Corrupt and Fraudulent Practices:

- a. The applicant(s) shall be bound to take all measures necessary to prevent Fraud and Corruption while dealing with AFRD, BIHAR. Applicant(s) agree and undertake to observe the principles/provisions as laid down in "Integrity Pact" of AFRD, Bihar, during their participation in the EOI process, during the process of EOI and in any other transaction with AFRD, Bihar.
- b. The Applicant(s) shall not, directly or through any other person or firm, offer, promise or give or otherwise allow any of AFRD, Bihar's employees any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind what so ever during the process of EOI.
- c. The Applicant(s) shall not commit or allow any employees of AFRD, Bihar to commit any offence under the relevant provisions of IPC/Prevention of Corruption Act; further the Applicant(s) will not use improperly or allow any employee(s) of AFRD, Bihar, for purposes of competition or personal gain, or pass on to others, any information or document provided by AFRD, Bihar as per of the business relationship, including information contained or transmitted electronically.
- d. The Applicant(s) shall not instigate third persons to commit offences/activities outlined in Fraud Prevention Policy or be an accessory to such offences.
- e. The Applicant(s) if in possession of any information regarding fraud/suspected fraud here by agree and under take to inform AFRD, Bihar of same without any delay.

## Section C Preparation and Submission of Proposals

### 1. General Considerations

- a. The Proposal must be submitted via online mode through E-Proc.
- b. Applicant shall submit all the required documents as mentioned in the Annexures including Tech Forms. It should be ensured that all formats mentioned in this RFP should be adhered to and no changes in the format should be done
- c. The bids submitted by telex/telegram/fax/e-mail etc. shall not be considered. AFRD shall not be responsible for any delay or non-receipt/ non uploading of the documents. No correspondence will be entertained on this matter. Any proposal received by the AFRD after the stipulated deadline shall not be entertained under any circumstances.

#### 1.1. Instructions to the Bidders:

##### 1.1 Completeness of Response

- Bidders are advised to study all instructions, forms, requirement and other information in the RFP document carefully. Submission of the bid shall be deemed

to have been done after careful study and examination of the RFP document with full understanding of its implications.

- The response to this RFP should be full and complete in all respects. Failure to furnish all information required by the RFP documents or submission of a proposal not substantially responsive to this document will be at the Bidder's risk and may result in rejection of its Proposal at any stage i.e. even at post agreement execution stage.

#### **1.2 RFP Proposal Preparation cost & related issues**

- The bidder is responsible for all the costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, preparation of proposal, participation in meetings/discussions/presentations, in providing any additional information required by AFRD to facilitate the evaluation process and Awarding of Contract.
- The tendering authority in no case will be responsible or liable for any of such above said costs, regardless of the conduct or outcome of the bidding process.

#### **1.3 Miscellaneous**

- This RFP does not prevent or force AFRD to engage in negotiations or to award a contract. Further, no reimbursable cost may be incurred in anticipation of award or for preparing the Proposal for this RFP.
- The selected bidder to whom Letter of Empanelment (LOE) has been issued will have to enter into an Agreement with the department within 30 days of issue of LOE. In absence of a formal agreement/MoU, the RFP and the LOE along with the acceptance of the LOE by the selected bidder, will constitute a binding agreement between the selected bidder and the department.

#### **1.4. Right to Terminate the Process and issue of Corrigendum and other Right**

- AFRD may, for any reason, modify the RFP Document by a corrigendum and may, at its discretion, extend the last date for the receipt of Proposals.
- AFRD may terminate the RFP process at any time without assigning any reason. AFRD makes no commitments, express or implied, that this process will result in a business transaction with anyone or between anyone.
- AFRD reserves the right to modify and amend any of the condition/criterion as stipulated in whole of this RFP Document depending upon project priorities vis-à-vis urgent commitments.

- 1.5 Any attempt by a Bidder to influence the bid evaluation process may result in the out right rejection of its Proposal.

## 2. Prohibition of Subcontracting or Franchising

Training Partners cannot subcontract/sublet/franchise any part of the skill training in any manner. In case of finding such cases at the time of implementation, the empanelment will immediately be cancelled, and the training partner may be debarred from participating in any bid in future.

## 3. Earnest Money Deposit

1.1 Every applicant participating in the bidding process must furnish the required earnest money deposit (EMD) as specified in the Notice Inviting Proposals (Rs.50,000/- only).

1.2 EMD of an applicant lying with AFRD in respect of other bids awaiting decision will not be adjusted towards EMD for the fresh bids.

1.3 An EMD of Rs. 50,000/- (Fifty Thousand) only has to be submitted through Bank Guarantee (BG) (Scanned copy of BG shall be uploaded online and original copy shall be submitted in the Directorate of Animal Husbandry, Bihar) before the stipulated date and time, failing which the bid will be rejected.

1.4 This EMD will be non-interest bearing and refundable. If the selected agencies fail to submit the requisite performance guarantee or to execute the agreement, this EMD will be forfeited.

1.5 Refund of EMD: The EMD of unsuccessful applicants will be returned within 60 days after completion of RFP process or completion of Bid validity period whichever is earlier. However, in case of successful applicants, the latter may request for the refund of EMD, only after submission of Performance Guarantee for all the centers allotted to it by the respective department.

**Performance Guarantee of Rs. 50,000/- per training center in the form of demand draft will have to be deposited to the respective directorates by the successful applicants.**

1.6 For forfeiture of EMD: The EMD taken from the applicant shall be forfeited in the following cases

- a) When the applicant does not sign the agreement within a period of 15 working days of issue of Letter of Empanelment (LoE) or within the extended timeline permitted by AFRD.
- b) When the applicant withdraws or modifies his proposal after opening of proposals.
- c) When the applicant does not deposit the required Performance Guarantee before the Agreement is signed.
- d) Rejection of proposal on account of Corrupt and Fraudulent Practices as outlined in Clause 6.1 and 6.2

## 4. Confidentiality

From the time the Proposals are opened to the time the Empanelment is announced, the Applicant should not contact AFRD on any matter related to its Proposal Evaluation. Information relating to the evaluation of Proposals and award recommendations shall not be disclosed to the Applicants who submitted the Proposals or to any other party not officially concerned with the process, until the publication of the Empanelment announcement.

## 5. Eligibility Criteria and Proposal Evaluation

SN	Particulars	Proof Required
1	The Applicant Organization (AO) must be registered on or before 31.03.2020. Consortiums / Joint Ventures are not allowed.	Incorporation/Registration Certificate
2	Applicant Organization may be Proprietorship, Partnership, Trust, Society, Public or Private Limited Company, Government or Private Educational Institutions Veterinary, Dairy Colleges	Proprietorship: Udyog Aadhaar / GST Registration / Registration under Shop & Establishment Act. Partnership: Registered Partnership Deed Trust: Trust Deed Society: Registration Certificate Public or Private Limited Company: Certificate of Incorporation Government or Private Educational Institution: Veterinary, Dairy Colleges: Proof of registration.
3	The Applicant Organization must have a minimum Average Annual /Turnover of at least INR 2.00 Crore in the three financial years i.e. FY 21-22, 22-23 &23-24	Audited Balance Sheet & Profit & Loss / Income Expenditure Account And also Submit a CA Certificate stating the above figures with UDIN (Annexure I)
4	The Applicant Organization must have a positive net worth of at-least Rs. 25 Lac as on 31.03.2024.	Audited Balance Sheet And also Submit a CA Certificate stating the above figures with UDIN (Annexure I)
5	The AO/s must have provided Entrepreneurship based Agriculture Sector Skill Training to at least 500 Farmers on a consolidated basis during the last three financial years i.e., FY 21-22, 22-23 & 23-24.	Submit a CA Certificate stating the above figures with UDIN (Annexure II)
6	The Applicant Organization must have established at least 500 candidates as an entrepreneur on a consolidated basis during the last 3 Financial Years i.e., FY 21-22, 22-23 & 23-24.	Submit a CA Certificate stating the above figures with UDIN (Annexure III)

7	<p>The Applicant Organization must submit entrepreneurship data of at least 300 candidates related to the course / sector they are applying for.</p>	<p>Registration Certificate under the Shops and Establishment Act of the state in which the business is located/ Sole Proprietorship</p> <p>Self- declaration of the entrepreneur with valid contact details, mobile number, and email id for verification process.</p> <p>Previous One Year Bank statement of the entrepreneur</p> <p>Copies of last two years Income Tax Returns, Computation of Income Statements, P&amp;L A/c, Balance Sheets duly certified</p> <p>Invoices and Contracts - Copies of all issued invoices and signed contracts for services rendered or products sold.</p> <p>GST registration</p> <p>MSME registration</p> <p>Aadhar &amp; PAN of the entrepreneur</p> <ul style="list-style-type: none"> <li>• Date of Successful Completion of Training</li> <li>• Name, Address, Sector and contact details of Venture – not mandatory</li> <li>• Monthly earnings</li> <li>• Candidates current contact number</li> <li>• Declaration of data correctness from SDC operator</li> <li>• Soft copy of venture registration / bank loan documents / bank statement / Self declaration by the candidate of earnings from self-employment for increased earnings – uploading mandatory.</li> </ul>
8	<p>The Applicant Organization must have to mandatorily submit an Affidavit that it has not been blacklisted / debarred by any Central/ State Govt. or their undertakings</p>	<p>Affidavit as per Annexure IV</p>

9	The AO/s should not currently have any of its Skill Development Center permanently blocked, debarred by AFRD through an order of AFRD or any other Departments/ State skill Mission/ Central Government institutions/ similar bodies.	Declaration under Annexure IV
10	The Applicant Organization must have to submit district preferences for all 38 districts of Bihar in the given format.	Declaration under Annexure VI

### Technical Evaluation Criteria and Score:

SN	Criteria	Proof
1	Period of Establishment: (completed years as on last date of bid submission) (Maximum Marks: 10) More than 10 years old: 10 marks More than or equal to 06 years and less than 10 years old: 05 marks	
2	Average Annual Turnover (AATO) of in the three financial years i.e. FY 21- 22, 22-23 and 23-24. Financial figures of FY 24-25 even if audited will not be considered. (Maximum Marks: 10) AATO more than 03 Crores: 10 marks AATO more than or equals to 02 Crores and less than 03 Crores: 05 marks	Audited Balance Sheet & Profit & Loss / Income Expenditure Account. CA Certificate stating the above figures with UDIN (Annexure I)
3	The Applicant Organization must have a positive net worth of at-least Rs. 25 Lac as on 31.03.2024. (Maximum Marks: 10) Net-worth more than 50 Lac: 10 marks Net-worth more than or equals to 25 Lac and less than 50 Lac: 05 marks	
4	Consolidated Past Entrepreneurship Figures during the last 3 Financial Years (FY 21-22, 22-23 & FY 23-24). (Maximum Marks: 10) Entrepreneurship more than 1000: 10 marks Entrepreneurship more than or equals to 500 and less than 1000: 05marks.	Submit a CA Certificate stating the above figures with UDIN (Annexure III)



5	<p><b>The Applicant Organization must submit entrepreneurship data for at least 300 candidates related to the course / sector they are applying for: (Maximum Marks: 10)</b></p> <p>entrepreneurship data for more than 500 candidates: 10 marks entrepreneurship data for more than or equals to 300 and less than 500:05 marks</p> <p><b>Note: entrepreneurship data without having valid mobile number and email id considered and out rightly rejected.</b></p>	<p>These entrepreneurship data must contain valid contact details mobile number and email id of the entrepreneur for verification purpose.</p>
6	<p><b>Technical Presentation will be of maximum 50 marks.</b></p> <ol style="list-style-type: none"> <li>i. Organization Profile/ Background</li> <li>ii. Understanding Bihar Context (Youth and Employment)</li> <li>iii. Mobilization and Training Plan</li> <li>iv. Training and Entrepreneurial Experience</li> <li>v. Entrepreneurial data</li> </ol>	
<b>Total Score : 100</b>		

### Technical Evaluation and Target Allocation

- All the training partners who will meet the eligibility criteria will be called for a technical presentation.  
Intimation regarding the date, time and venue of the technical presentation will be sent to the bidder on their given Letter/email ID.
- The technical presentation shall be held before the committee consisting of AFRD representatives of the respective Directorate.
- Only those bidders who will qualify the technical evaluation round will be selected for the empanelment as Training Partner for the Animal Husbandry Directorate respective Directorate of AFRD.
- Minimum 60 marks will be needed to qualify the technical evaluation round. However, securing 60 marks or above will not guarantee empanelment with the AFRD or allocation of target.
- The total number of required training partners that will be selected for empanelment with a AFRD, will be based on the requirement of concerned Animal Husbandry Directorate and their total target. The selection will be based in the order of obtained technical score.
- The number of Training Partners shall be decided according to the accepted Lol/s per Job Role (Course).  
The number of districts and centers to be allocated to any training partner shall be proportional to the marks obtained by the applicant organization.
- The list of training partners will be shared with the Animal Husbandry Directorate which in turn will decide about the target allocation, districts, and number of centers for a particular training partner based on their preference of districts, and financial capability to establish training centers. In case of same preference of districts by more than one training partner or for other like decision, the concerned will decide in the order of obtained score under technical evaluation. The directorate may initially allocate lesser target and number of centers and based on performance may further allocate target and centers. Maximum Two

Centers will be allocated for a particular district for a particular training partner.

However, Additional Chief Secretary/Principal secretary of the AFRD may relax or make stringent or may modify the above procedure of target allocation/district/number of centers either generally or particularly.

- The rationalization of district/s allocation, number of training centers and target allocation for a training partner, shall be decided by the concerned directorate based on marks obtained in technical evaluation.

## **Section D – Empanelment of the TPs**

### **1. Submission of Performance Guarantee, MoU with department, Target allocation**

1.1 The AFRD (within 7 days selected training partners, will make communication with each of the training partners mentioning total annual target, job roles, districts and number of centers. The training partner will submit a performance guarantee of Rs. 50,000/- per training center in the form of demand draft to the respective department and execute MoU within 15 days of such communication by the department.

1.2 The empaneled TPs are then expected to commence the work within ten days of signing of the MoU. Commencement of work shall mean:

- Mobilization of manpower for setting up training centres in the districts in which the Private Training Provider has been empaneled.
- Submission of mobilization plan for the districts for which the Training Provider has been empaneled.

1.3 The said Performance Guarantee shall be released after 6 months of satisfactory completion/execution of the training and self-employment and expiration of the MoU for which Training Provider is empaneled. The performance guarantee may get forfeited in any of the following case:

- Any fraudulent practices by the empaneled training partner.
- Violation of conditions agreed as per the agreement signed between the department and Training Provider or other applicable norms of BSDM.
- In case of not achieving the self-employment mandate of the successful trained candidates.
- Any financial irregularities that have affected the project.

## **Section E- SCOPE OF WORK**

The scope of work to be undertaken by the empaneled training providers would be as below:

- a) The selected Implementing Agency (IA) will have to work with AFRD, Bihar to undertake various Capacity Building & entrepreneurship trainings to Animal Husbandry and Poultry
- b) The IA will have to provide training to the small and marginal farmers (Animal Husbandry/Poultry) by arranging required infrastructure; amenities and good ambience in the Training location as assigned by the AFRD, Bihar to the selected IAs.
- c) The selected IAs will have to execute the Projects by following the instructions of the AFRD, Bihar scrupulously as per the Work Order guidelines.
- d) **Assessment & Certification:** Government Training Providers of National or State repute might be

able to do assessments of their training and can certify their successfully trained candidates post course approval from AFRD.

## **Section F- Key Terms of Empanelment**

### **1. Scheme Specific Guidelines:**

- 1.1 The TPs would need to follow scheme specific guidelines while implementing the skill development programme. In case there are no specific guidelines for a scheme, then AFRD guidelines shall be adhered to.
- 1.2 The TP shall open all the targeted centers basis on the timeline given by the department from the date of empanelment such that training is started in 100% of the targeted centres.

### **2. Infrastructure and faculty requirements**

- 2.1 The TP would be expected to adhere to the Training Centre Specifications as laid out by BSDM under the domain Tab of BSDM website.
- 2.2 A trainer-trainee ratio of 1:30 shall be maintained at the training center.
- 2.3 Trainers shall adhere to respective SSC qualifications & guidelines.
- 2.4 Trainers should be ToT (Training of Trainers) certified by the concerned SSCs
- 2.5 **Target Beneficiary Age Group:** Working age population: 15 – 59 Years or as per the scheme guidelines and entry age defined by department norms.
- 2.6 **Target Beneficiary: Minimum Qualification:** It will be as per the scheme guidelines.  
**Note:** Relaxation in minimum educational qualifications for some severely disadvantaged groups or some specific target groups / specific programs, may be done as and when deemed required by State Government.

## **Section G – General Terms & Conditions**

### **1. Interpretation**

- 1.1 **Entire Agreement:** The Agreement constitutes the entire agreement between the AFRD and the empanelled Applicant and supersedes all communications, negotiations and agreements (whether written or oral) of parties with respect thereto made prior to the date of the Agreement.
- 1.2 **Amendment:** No amendment or other variation of the Agreement shall be valid unless it is in writing, is dated, expressly refers to the Agreement, and is signed by a duly authorized representative of each party thereto.
- 1.3 **Severability:** If any provision or condition of the Agreement is prohibited or rendered invalid or unenforceable, such prohibition, invalidity or unenforceability shall not affect the validity or enforceability of any other provisions and conditions of the Agreement.

### **2. Governing Law:**

The Agreement shall be governed by and interpreted in accordance with the laws of the Bihar State/ the Country (India) and under the jurisdiction of Patna Courts.

### 3. Force Majeure:

#### 3.1 Definition

- a) For the purposes of this Agreement, "Force Majeure" means an event which is beyond the reasonable control of a Party, and which makes a Party's performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent), confiscation or any other action by government agencies.
- b) Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or agents employees thereof, nor (ii) any event which a diligent Party could reasonably have been expected to both (A) take into account at the time of the conclusion of this Agreement and (B) avoid or overcome in the carrying out of its obligations hereunder.
- c) Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.
- d) AFRD will decide the eventuality of Force Majeure which will be binding on both the parties.

3.2 No Breach of Agreement: The failure of a Party to fulfill any of its obligations hereunder shall not be considered to be a breach of, or default under, this Agreement insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this Agreement.

#### 3.3 Measures to be Taken

- a) A Party affected by an event of Force Majeure shall take all reasonable measures to remove such Party's inability to fulfill its obligations hereunder with a minimum of delay.
- b) A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any event not later than fourteen (14) days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give notice of the restoration of normal conditions as soon as possible.
- c) The Parties shall take all reasonable measures to minimize the consequences of any event of Force Majeure.

3.4 Extension of Time: Any period within which a Party shall, pursuant to this Agreement, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

3.5 Payments: No payment shall be made during the period of TP's inability to perform the Services as a result of an event of Force Majeure until and unless such payment pertains to the period before the Force Majeure.

3.6 Consultation: Not later than thirty (30) days after the TP has, as the result of an event of Force Majeure, become unable to perform a material portion of the Services, the Parties shall consult with each other with a view to agreeing on appropriate measures to be taken in the circumstances.

#### 4. Change Orders and Agreement Amendments

- 4.1 AFRD may at any time, order the TPs through Notice, to make changes within the general scope of the Agreement in case of services to be provided by the TP.
- 4.2 If any such change causes an increase or decrease in the cost of, or the time required for, the TPs' performance of any provisions under the Agreement, an equitable adjustment shall be made in the Agreement Price or in the Delivery and Completion Schedule, or both, and the Agreement shall accordingly be amended. Any claims by the TPs for adjustment under this clause must be asserted within thirty (30) days from the date of the TPs' receipt of the AFRD's order.
- 4.3 Department may on its sole discretion may allocate additional target, different job roles or districts to a selected bidder during the project execution stage depending upon performance of the selected bidder or the requirement of department or the availability of budget etc.

#### 5. Roles and Responsibilities of the Department

- 5.1 Monitoring and Evaluation of the TP Performance.
- 5.2 Disbursal of payment within a period of 15 days on submission of invoice.
- 5.3 The Roles and Responsibilities of the department shall be discharged on a best effort basis, and they do not absolve the TP from discharging the necessary activities to complete the training cycle

#### 6. Termination of the Agreement

- 6.1 **Termination for Default:** Department may, without prejudice to any other remedy for breach of Agreement, by a written notice of default of at least 30 days sent to the TP, terminate the Agreement in whole or in part (provided a cure period of not less than 30 days is given to the TP to rectify the breach):
  - a) The agreement may be terminated if it is discovered at any stage that the TP has been furnishing false claims or providing misleading information with respect to enrolment of trainees, conduct of training or any other aspect related to programme.
  - b) If the TP, in the judgment of the Client, is found to be engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Agreement.
  - c) If the TP commits breach of any condition of the Agreement.
  - d) If department terminates the Agreement in whole or in part, Performance Guarantee shall be forfeited.

- 6.2 **Termination for Insolvency:** Department may at any time terminate the Agreement by giving a written notice of at least 30 days to the TP, if the TP becomes bankrupt or otherwise insolvent. In such event, termination will be without compensation to the TP, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to department.
- 6.3 **Termination for Convenience -** Department, by a written notice of at least 30 days sent to the TP, may terminate the Agreement, in whole or in part, at any time for its convenience. The Notice of termination shall specify that termination is for department's convenience, the extent to which performance of the selected Applicant under the Agreement is terminated, and the date upon which such termination becomes effective. Depending on merits of the case the selected Applicant may be appropriately compensated on mutually agreed terms for the loss incurred by the Agreement if any due to such termination.
- 6.4 **Limitation of Liability -** In no event shall either party be liable for consequential, incidental, indirect, or punitive loss, damage or expenses (including lost profits). The selected Applicant shall not be liable to the other hereunder or in relation hereto (whether in Agreement, tort, strict liability or otherwise) for more than the annual value of the training cost and any incentive paid (including any amounts invoiced but not yet paid) under this Agreement.
- 6.5 **Termination by the Client -** The Client may, by not less than thirty (30) days' written notice of termination to the TP, such notice to be given after the occurrence of any of the events, terminate this Agreement, if:
- a) the TP fails to remedy any breach hereof or any failure in the performance of its obligations hereunder, as specified in a notice of suspension, within thirty (30) days of receipt of such notice of suspension or within such further period as the Client may have subsequently granted in writing.
  - b) the TP becomes insolvent or bankrupt or enters into any agreement with its creditors for relief of debt or take advantage of any law for the benefit of debtors or goes into liquidation or receivership whether compulsory or voluntary.
  - c) the TP fails to comply with any final decision reached as a result of arbitration proceedings.
  - d) if the TP fails to comply to the decisions of AFRD.
  - e) the TP submits to the Client a statement which has a material effect on the rights, obligations or interests of the Client and which the TP knows to be false.
  - f) any document, information, data or statement submitted by the TP in its Proposals, based on which the TP was considered eligible or successful, is found to be false, incorrect or misleading; or
  - g) as the result of Force Majeure, the TP is unable to perform a material portion of the Services for a period of not less than sixty (60) days.
- 6.6 **Termination by the TP -** The TP may, by not less than thirty (30) days' written notice to the Client, such notice to be given after the occurrence of any of the events, terminate this Agreement if:

- a) the Client is in material breach of its obligations pursuant to this Agreement and has not remedied the same within forty-five (45) days (or such longer period as the TP may have subsequently agreed to in writing) following the receipt by the Client of the TP's notice specifying such breach; the TP becomes insolvent or bankrupt or enters into any agreement with its creditors for relief of debt or take advantage of any law for the benefit of debtors or goes into liquidation or receivership whether compulsory or voluntary;
- b) as the result of Force Majeure, the TP is unable to perform a material portion of the Services for a period of not less than sixty (60) days; or
- c) The Client fails to comply with any final decision reached as a result of arbitration.

6.7 **Payment upon Termination** – Upon termination of the Agreement, no payment shall be made by the Client to the TP.

6.9 **Suspension:** The Client may, by written notice of suspension to the TP, without any obligation (financial or otherwise) suspend all the payments to the TP hereunder if the TP shall be in breach of the Agreement or shall fail to perform any of its obligations under the Agreement, including the carrying out of the Services; provided that such notice of suspension.

- a) shall specify the nature of the breach or failure, and
- b) shall provide an opportunity to the TP to remedy such breach or failure within a period not exceeding thirty (30) days after receipt by the TP of such notice of suspension. The above action will be taken by Client after appropriate approvals.

#### 6.10 Cessation of Rights, Obligations and Services

- a) Upon termination of this Agreement or upon expiration of this Agreement, all rights and obligations of the Parties hereunder shall cease, except
- b) such rights and obligations as may have accrued on the date of termination or expiration,
- c) the obligation of confidentiality set forth in RFP,
- d) the TP's obligation to permit inspection, copying and auditing of its accounts and records by AFRD.

6.11 Upon termination of this Agreement by notice of either Party to the other the TP shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the Services to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum.

### 7. Disputes Resolution

7.1 **Amicable Settlement:** The parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Agreement or the interpretation thereof. In the event a dispute, differences or claim arises in connection with the interpretation or implementation of this agreement, the aggrieved party shall issue a written notice and the issue will be referred to the head of the department for resolution thereof.

## 7.2 Arbitration:

- a) In case the dispute is not resolved, any party may issue a notice of reference, invoking resolution of disputes through arbitration in accordance with the provisions of the Arbitration Conciliation Act, 1996. The arbitral proceedings shall be conducted by a sole arbitrator that may be appointed with the consent of Parties to such dispute. If there is no agreement among the parties to the identity or appointment of such sole arbitrator within 30 days of issue of notice of reference, then the arbitral proceedings will be conducted by a panel of three arbitrators, one arbitrator to be appointed by Client and other appointed by the TP and the third arbitrator to be mutually appointed by the other two arbitrators in accordance with provisions of Arbitration and Conciliation Act, 1996. Arbitration proceedings shall be conducted in and the award shall be made in English language. Arbitration proceedings shall be conducted at Panchkula and following are agreed.
- b) The arbitration award shall be final and binding on the Parties, and the Parties agree to be bound thereby and to act accordingly. The arbitrator may award to the Party that substantially prevails on merit, its costs and reasonable expenses (including reasonable fees for counsel). When any dispute is under arbitration, except for matters under dispute, the Parties shall continue to exercise their remaining respective rights and fulfill their remaining respective obligations under this Agreement.
  - a. Detailed NOS-wise course model curriculum with hourly break-up of topics and sub-topics to be covered (practical and theory) in bridge training for each of the proposed Job role .
  - b. Details of Session plan
  - c. Complete course content based on bridge training model curriculum where the topics like Safety norms, new technology along with use of modern technological tools, Industries best practices, entrepreneurship, topics on teamwork, workplace skills etc. should also be included.

### **Bid Submission Forms and Annexures**

The bidders are expected to respond to the RFP using the forms given in this section with all supporting documents.

#### ***Proposal shall comprise of following forms:***

- Annexure 1: Covering Letter with Correspondence Details
- Annexure 2: Details of the bidder organization and eligibility related information
- Annexure 3: Details of Past and Relevant Experience
- Annexure I: CA Certificate for Financial Turnover and Net worth
- Annexure II: CA Certificate for Trained Candidates
- Annexure III: CA Certificate for Self-Employed Candidates
- Annexure IV: Affidavit on non-judicial stamp paper of Rs. 100/- by Authorized Representative of the applicant with his / her dated signature and enterprise seal.
- Annexure V: Power of Attorney in favour of Authorized Representative.
- Annexure VI: Preference of districts.



Annexure VII: List of Indicative Sectors, Job Roles and Target for the Animal & Fisheries Resources Department, GoB.

**Note:** One Copy of this RFP document with each page signed and stamped by the authorised representative has to be submitted along with proposal document as an acknowledgement and acceptance of the terms and conditions and scope of work under this RFP.

**Annexure 1**  
**Covering Letter on Letterhead of the Bidder with Correspondence Details**

To,  
The .....  
Department of Animal & Fisheries Resource  
Bihar, Patna

<Location, Date>

Dear Sir,

We, the undersigned, wish to be empaneled as Training Partners to implement Domain and RPL Skill Development Training Programme run under AFRD. Bihar. We are hereby submitting our Proposal, as per the specified format.

We hereby declare that:

- a. All the information and statements made in this Proposal are true and we accept that any misrepresentation contained in this Proposal may lead to our disqualification by AFRD.
- b. We have no conflict of interest as stated in the RFP.
- c. We meet the eligibility requirements as stated in RFP.
- d. We further declare that, upon selection we will be ready to establish training center in implement skill development training program in any district of Bihar.
- e. In competing for (and, if we are empaneled) the Empanelment, we undertake to observe the laws against fraud and corruption, including bribery as per RFP.
- f. Our Proposal is binding upon us and subject to any modifications resulting from the Agreement negotiations.

We undertake, if our Proposal is accepted and the Agreement is signed, to initiate the Training no later than the date as specified by AFRD.

We understand that AFRD is not bound to accept any Proposal that AFRD receives. We remain,

Yours sincerely,

Authorized Signature  
{In full and initials}

Name and Title of Signatory: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

In the capacity of: \_\_\_\_\_

Address: \_\_\_\_\_

Contact information (phone): \_\_\_\_\_

Contact information (e-mail): \_\_\_\_\_

## Annexure 2

### Important Information and Details

Particulars Details	
1	Name of the Organization:
2	Name and Designation of the Contact Person
3	Address and Contact Details (E-Mail and Mobile No.) of the Contact Person
4	Corporate website URL.
5	Legal Status (Whether Company, Proprietorship, Partnership, Society/Trust, Industry Association/Body etc.)
6	Address of Head Office:
7	Incorporation/ Registration status of the Agency
8	Date of Incorporation/ Registration
9	Power of Attorney in the name of the Authorized signatory
10	Turnover in the last 3 Years: Net worth as on 31.03.2023:
11	The AO/s must have provided Skilling / Training to at least 500 candidates on a consolidated basis during the last three financial years (FY 2021-22 to FY 2023-24).
12	The Applicant Organization must have self-employed at least 300 candidates on a consolidated basis during the last 3 Financial Years (FY 2021-22 to FY 2023-24).
13	PAN Number
14	GSTIN Number
15	A Notarized Affidavit stating that the firm has not been blacklisted by any Central / State Government / Public Sector
16	Prior Experience Proof
17	The Applicant Organization must submit proof of self-employment for at least 300 candidates related to the course / sector they are applying for.
18	One Copy of the whole of the RFP document with each page signed and stamped
19	Preference of district against all 38 districts

**Annexure 3**  
**(Past relevant experience)**

<i>SN</i>	<i>Details of Past Experience (work order)</i>	<i>Funding Department (Name the state/central govt or their institution)</i>	<i>Year of work order</i>	<i>Sanctioned Target in the work order</i>	<i>Total Value (amount) of the work order</i>

*Handwritten signature*

Annexure I

**CA Certificate**

This is to certify the below details for the \_\_\_\_\_ (Company Name):

Sl. No.	Financial Year	Turnover (Rs. In Lakhs)
		Total
1	2021-22	
2	2022-23	
3	2023-24	
Average Annual Turnover of above 03 FYs		

**Net worth as on 31.03.2024 (Rs. ....In Lakh) :**

(Signature & Seal)

Certified by CA

Name of CA:

Membership Number:

Firm Name:

UDIN:

*CA's*

**Annexure II**

**CA Certificate**

This is to certify the below details for the \_\_\_\_\_ (Company Name): We certify that we have gone through the records of training and self-employment made available by the organization including various govt. portals on which these records are available and certify as below:

Sl. No.	Financial Year	Training Figure
		Total
1	2021-22	
2	2022-23	
3	2023-24	
Total number of Trained Candidates in above 03 FYs		

(Signature & Seal)

Certified by CA

Name of CA:

Membership Number:

Firm Name:

UDIN:



Annexure III

**CA Certificate**

This is to certify the below details for the \_\_\_\_\_ (Company Name): We certify that we have gone through the records of training and self-employment made available by the organization including various govt. portals on which these records are available and certify as below:

Sl. No.	Financial Year	Self-employment
		Total
1	2021-22	
2	2022-23	
3	2023-24	
Total number of Self-employed Candidates in above 03 FYs		

(Signature & Seal)

Certified by CA

Name of CA:

Membership Number:

Firm Name:

UDIN:

Annexure-IV

(Affidavit on non-judicial stamp paper of Rs. 100/- by Authorized Representative of the applicant with his / her dated signature and enterprise seal)

**AFFIDAVIT**

1. I/We do hereby certify that all the statements made in our bids in response to the RFP Reference No..... Dated..... and in the required attachments are true, correct and complete. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my bid at any stage besides liabilities towards prosecution under appropriate law.
2. I/We, on behalf of ..... (Name of the Organization), with its registered office at ..... do hereby declare that the above-mentioned bidder is not under a declaration of ineligibility for corrupt and fraudulent practises or for any other reason, whatsoever and has not been blacklisted / debarred by the Government of India or any of its agencies, including public enterprises and or by any State Government or any of its agencies.
3. I/We on behalf of ..... (Name of the Organization) do hereby affirm and undertake that we have carefully read and understood the whole tender documents and will unconditionally abide by all the terms and conditions as given in the above mentioned RFP.
4. I/We on behalf of ..... (Name of the Organization) do hereby affirm and undertake that we do not have any of our Skill Development Center permanently blocked, debarred by AFRD through an order of AFRD or any other Departments/ State skill Mission/ Central Government institutions/ similar bodies.

For and on behalf of: Signature:

Name:

Designation:

Date:

(Organization Seal)

*CPA*



Annexure-V

(Power of Attorney in favour of Authorized Representative)

(Note: To be executed on a non-judicial stamp paper of Rs. 100/- or more)

Know all men by these presents that We ..... (name of the enterprise and address of the registered office do hereby irrevocably constitute, nominate, appoint and authorize Mr/ Ms (name) .....son/ daughter /wife of .....and presently residing at .....who is presently employed with us and holding the position of..... as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things including to enter into negotiation, as are necessary or required in connection with or incidental to submission of our Bid for the RFP Reference No..... Dated.....The attorney is fully authorized for providing information/ responses to the tendering authority, representing us in all matters before the tendering authority including negotiations with the tendering authority, signing and execution of all affidavits, undertakings and agreements consequent to acceptance of our bid, and generally dealing with the tendering authority in all matters in connection with or relating to or arising out of our bid for the said tender.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, .....  
THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS .....DAY OF .....

For .....;  
{Signature, name, designation and address }  
Accepted .....  
(Signature)  
(Name, Title and Address of the Attorney)  
Witnesses: 1.  
2.

Note: In case of a company, a specific Board Resolution in this respect may be submitted.

## Annexure-VI

## Preference of districts

Sl No	District	Preference (Place any number between 01 to 38 against each district)
1	Araria	
2	Arwal	
3	Aurangabad	
4	Banka	
5	Begusarai	
6	Bhagalpur	
7	Bhojpur	
8	Buxar	
9	Darbhanga	
10	East Champaran	
11	Gaya	
12	Gopalganj	
13	Jamui	
14	Jehanabad	
15	Kaimur	
16	Katihar	
17	Khagaria	
18	Kishanganj	
19	Lakhisarai	
20	Madhepura	
21	Madhubani	
22	Munger	
23	Muzaffarpur	
24	Nalanda	
25	Nawada	

## Annexure-VII

### List of Indicative Sectors and Target for the Animal & Fisheries Resources Department, GoB

Animal and Fisheries Resources		
S. No.	Sector	Sectoral Target
1	Poultry	
2	Goatery	
3	Piggery	
4	Dairy	

Note: The above target may vary by  $\pm 25\%$ .