

**Date: 23.06.2025**

**CORRIGENDUM No. 03**

**Subject: Corrigendum to the referred Expression of Interest:**

**EOI NO:** HITES/BD/EOI/2025-26/001, dated 20.05.2025

**EOI ID :** 2025\_HITE\_235923\_1

The following changes are being incorporated in the above referred **Expression of Interest: -**

<b>Existing</b>	<b>Read as</b>
<b>Last Date of submission of EOI</b> 24 <sup>th</sup> June 2025, 17.00 hrs.	<b>Last Date of submission of EOI</b> 4 <sup>th</sup> July 2025, 17.00 hrs.
<b>Date of opening of EOI</b> 25 <sup>th</sup> June 2025, 17.30 hrs.	<b>Date of opening of EOI</b> 5 <sup>th</sup> July 2025, 17.30 hrs.

**All other contents of the Expression of Interest including terms & conditions remains unaltered.**

**Note:**

**Prospective Bidders are also advised to check the website regularly prior to the closing date and time of online submission of bids.**

**Date: 10.06.2025**

**CORRIGENDUM No. 02**

**Subject: Corrigendum to the referred Expression of Interest:**

**EOI NO:** HITES/BD/EOI/2025-26/001, dated 20.05.2025

**EOI ID :** 2025\_HITE\_235923\_1

The following changes are being incorporated in the above referred **Expression of Interest: -**

<b>Existing</b>	<b>Read as</b>
<b>Last Date of submission of EOI</b> 10 <sup>th</sup> June 2025, 17.00 hrs. <b>Date of opening of EOI</b> 11 <sup>th</sup> June 2025, 17.30 hrs.	<b>Last Date of submission of EOI</b> 24 <sup>th</sup> June 2025, 17.00 hrs. <b>Date of opening of EOI</b> 25 <sup>th</sup> June 2025, 17.30 hrs.

**All other contents of the Expression of Interest including terms & conditions remains unaltered.**

**Note:**

**Prospective Bidders are also advised to check the website regularly prior to the closing date and time of online submission of bids.**

**Date: 26.05.2025**

**CORRIGENDUM No. 01**

**Subject: Corrigendum to the referred Expression of Interest:**

**EOI NO:** HITES/BD/EOI/2025-26/001, dated 20.05.2025

**EOI ID :** 2025\_HITE\_235923\_1

The following changes are being incorporated in the above referred **Expression of Interest: -**

<b>Sl. No.</b>	<b>Clause ref.</b>	<b>Existing</b>	<b>Read as</b>
1	6., II, Page No. 10	SI should have carried out skill development mandates in training or assessments for at least 3 lakh candidates (average) in the last 3 years ending as on 31st March 2024.	SI should have carried out skill development mandates in training or assessments for at least <b>1.5 lakh candidates</b> (average) in the last 3 years ending as on 31st March 2024.
2	6., III, Page No. 10	SI should have worked with at least with 10 National Council for Vocational Education and Training (NCVET) recognized entities in the previous year	SI should have worked with at least with 10 National Council for Vocational Education and Training (NCVET) recognized entities in the <b>previous financial year</b>
3	6., IV, Page No. 10	SI should be approved by NCVET to work in the Healthcare segment	No change

**All other contents of the Expression of Interest including terms & conditions remains unaltered.**

**Note:**

**Prospective Bidders are also advised to check the website regularly prior to the closing date and time of online submission of bids.**

Expression of Interest (EOI)  
For  
Empanelment of System Integrator for Executing  
Skill Development Training and Assessment  
Projects on PAN India Basis



**HLL INFRA TECH SERVICES LIMITED**  
(A Government of India Enterprise)  
B-14 A, Sector - 62, Noida - 201 307, Uttar Pradesh, India  
Website: [www.hllhites.com](http://www.hllhites.com)

INVITATION FOR EXPRESSION OF INTEREST  
FOR  
EMPANELMENT OF SYSTEM INTEGRATORS WITH  
HLL INFRA TECH SERVICES LIMITED FOR  
EXECUTING SKILL DEVELOPMENT TRAINING AND ASSESSMENT  
PROJECTS



**HLL INFRA TECH SERVICES LIMITED**  
(A Government of India Enterprise)  
**Business Development Division**  
B-14 A, Sector - 62, Noida - 201 307, Uttar Pradesh, India  
Website: [www.hllhites.com](http://www.hllhites.com)

## **1. INTRODUCTION TO HITES**

HITES is a CPSE under Ministry of Health and Family Welfare (MoHFW), Govt. of India, focused on providing a plethora of services, primarily in the Health Sector. The company's works can be predominantly classified into the following areas:

- Infrastructure Development Consultancy
- Procurement Consultancy
- Facility Management Division
- Bio Medical Services
- IT & IT Infrastructure

### **1.1. INFRASTRUCTURE DEVELOPMENT CONSULTANCY**

The Infrastructure Development Division is concerned with the development of large scale Infra Projects like Medical College Hospitals, Townships etc. The Infrastructure Development Division has undertaken the Upgradation of various Medical Colleges all over India and is the in-house consultant for the setting up of the six AIIMS like Institutes.

### **1.2. PROCUREMENT CONSULTANCY**

HITES provides Procurement and Consultancy Services to Government of India, State Governments, and other institutions for procuring a range of health care and hospital products, equipment, and services. It is designated as the National Procurement Support Agency (NPSA). With a team of highly qualified and experienced professionals, it has proven expertise in undertaking consultancy assignments including bid process management, procurement of goods, as well as project planning and monitoring.

HITES has already handled/handling Procurement projects worth over Rs. 5,500 Cr. HITES is considered to be the market leader in Medical Equipment Procurement in India. HITES is positioned to provide comprehensive services w.r.t. Design, Build, Procure, Install, Commissioning, Train and Maintain all services related to health sector.

### **1.3. FACILITY MANAGEMENT DIVISION**

Apart from Construction, HITES also provides facility management services viz. Operation & Maintenance of Building utilities, Housekeeping, Pest Control, Security, Horticulture and Manpower supply for Nursing orderlies, Registration, Data Entry etc., for various Central and State Government Hospitals and Government Institutions.

### **1.4. BIOMEDICAL SERVICES**

HITES provides services in Testing & Calibration, Third Party Inspection, Specification Portal and Medical Equipment Maintenance, EMI/EMC Testing facility for medical equipment.

### **1.5. IT/ITES/ HIMS/Telemedicine**

HITES also caters allied services under, IT and IT Enabled Services which includes Document digitisation, E-Library (Digital Library) for Medical Colleges, Network infrastructure, Data Centre infrastructure, Data Migration, Cyber security, Collaboration, any application led requirements. Etc. along with Hospital Information Management System (HIMS), Telemedicine as a part of One Stop Solution for healthcare services

## 2. SCHEDULE OF SUBMISSION EVENT OF EOI

Sl. No.	Description	Details
1	Name of Work	Invitation for Expression of Interest (EOI) for Empanelment of System Integrators with HLL Infra Tech Services Limited for Executing Skill Development Training and Assessment Projects
2	EOI NO.	HITES/BD/EOI/2025-26/001
3	EOI ID	2025_HITE_235923_1
4	Date of issue of EOI	20 <sup>th</sup> May 2025, 17.00 hrs.
5	Pre bid meeting (Virtual mode)	22 <sup>nd</sup> May 2025, 15:00 hrs. The prospective bidders are requested to give their consent through email on <a href="mailto:bd@hllhites.com">bd@hllhites.com</a> for the VC link.
6	Last Date of submission of EOI	10 <sup>th</sup> June 2025, 17.00 hrs.
7	Date of opening of EOI	11 <sup>th</sup> June 2025, 17.30 hrs.
8	Proposals should be addressed to	The Chief Executive Officer, HLL Infra Tech Services Limited (HITES), B-14 A, Sector-62, NOIDA, 201307
9	Proposals should be submitted at (Through online mode only)	<a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>
10	EOI Processing fee (Non-refundable)	Rs. 20,000/- Plus GST@ 18% = Rs. 23,600 Online mode as per the Bank Details given in EOI
11	Empanelment fee, if qualified (Non-refundable)	₹ 50,000/- (Rupees Fifty Thousand Only)
12	EOI Documents should be obtained	The detailed EOI document can be viewed or downloaded from website <a href="http://www.hllhites.com">www.hllhites.com</a> and <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>
13	E-mail id	<a href="mailto:bd@hllhites.com">bd@hllhites.com</a> , <a href="mailto:enquiry@hllhites.com">enquiry@hllhites.com</a>
14	Contact Details	0120-4071512/576
15	Validity of EOI	180 days from the last date of submission.

Invitation for Expression of Interest for Empanelment of Service Provider with **HLL INFRA TECH SERVICES LIMITED** for Executing Skill Development Training and Assessment Projects.

### **3. PROFILE OF BUSINESS AND SCOPE OF WORK**

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#### **3.1. Objective of EOI**

Objective of this EOI is evaluation of the Bidders for Empanelment of System Integrators in skill development for the acquisition and execution of various training and assessment related projects from NCVET, NSDC, PSUs, Corporates, Government Departments, Ministries and other Funding Agencies.

#### **3.2. EOI NOTICE:**

HITES invites Expression of Interest (EOI) from Sole Bidder for System Integrators for System Integrators with HLL Infra Tech Services Limited for Executing Skill Development Projects related to training and assessments during association with HITES. The services will include turnkey solutions as well as engagement of professional resources for above areas as per requirement.

- 3.2.1. The interested companies are advised to submit online bids to address as per clause.
- 3.2.2. The EOI must be submitted in English language only. All the documents including the supporting documents/ enclosures etc. must be fully legible. Supporting documents if in a language other than English must be accompanied by a certified English translated document. The English version shall prevail in matters of interpretation. EOI Documents which are not legible shall be rejected.
- 3.2.3. Only one EOI is acceptable from the SOLE BIDDER. Company submitting multiple EOI s will be rejected. No Consortium/JV/JC/Sub- Contracting is allowed.
- 3.2.4. The bidder shall bear all costs associated with the preparation and submission of EOI and HITES will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the EOI process.
- 3.2.5. In case the bidder has any doubt about the meaning of anything contained in the EOI document, she/he shall seek clarification within 3 days of issue of EOI. Except for any written clarification from CEO HITES office, no written or oral communication, presentation, or explanation by any other employee of HITES shall be taken to bind or fetter HITES under the contract.
- 3.2.6. Bidders shall have to submit an amount of ₹ Rs. 20,000/- Plus GST@ 18%= Rs. 23,600, through online mode as per the bank details given in EOI and upload the transaction details along with the bid/tender document. The cost of EOI document is non-refundable.
- 3.2.7. The Management of HITES reserves the right to amend or withdraw any of the terms and conditions mentioned in the EOI Document or reject any or all the bids without giving any notice or assigning any reason. The decision of the CEO, HITES in this regard shall be final and binding on all.
- 3.2.8. On written communication from HITES for having qualified for empanelment for company, the successful bidder will have to deposit a non-refundable fee for an amount of ₹ 50,000/- (Rupees Fifty Thousand only) in through online transaction as per the bank details given in the EOI. On receipt of the fee, HITES will issue a formal letter of empanelment.
- 3.2.9. The agency/bidder shall ensure that it fulfills the eligibility criteria as desired in EOI and other essential conditions. Compliance statement of Eligibility criteria with the



documents submitted as a proof is to be prepared and submitted. The supporting documents may be list of existing and past clients with details of services offered, details of similar projects executed.

3.2.10. The EOI should be duly signed on each page by authorized person. Each page should be properly numbered. Documents authorizing such person must accompany the EOI. HITES reserves the right to reject out rightly any EOI unsupported by proof of the signatory's authority.

3.2.11. The validity period of EOI should be 6 months from the date of opening of EOI.

3.2.12. The EOI complete in all respects must be submitted with requisite information and annexure(s). The EOI should be free from ambiguity, change or interlineations. Incomplete EOI will not be considered and is liable to be rejected without making any further reference to agency/bidder.

3.2.13. EOI received by post or any other mode after or before the closing date and time mentioned above shall not be considered. EOI(s) sent through TELEX/FAX/Email will not be entertained.

3.2.14. Any amendment in the EOI document, if required, will be posted on website [www.hllhites.com](http://www.hllhites.com) and <https://etenders.gov.in/eprocure/app>

All the applicants are therefore advised to regularly visit these websites before submitting the EOI.

3.2.15. HITES does not guarantee any business. However, all shortlisted agencies will have to enter into an agreement with HITES before any firm & final Business Association is started.

3.2.16. Cost of bid document for on-line bid for work is shown in the table above. Tender cost(non-refundable) will be submitted online in following HITES Bank Account:

Sl. No.	Particulars	Details
1	Name of Beneficiary	HITES FD BACKED OVERDRAFT ACCOUNT
2	Name of Bank	ICICI Bank
3	Bank Branch Name	Sector-62,NOIDA Branch
4	Branch Address	Stellar IT Park, C-25, Sector-62,NOIDA, Uttar Pradesh
5	Bank A/c No.	158005003923
6	IFSC Code	ICIC0001580
7	Branch Code	152
8	MICR	110229152

The proof of payment (Tender Cost) indicating UTR No. needs to be uploaded in technical bid folder. The bidder has to submit the proof of payment on date as specified in EOI. Proof of payment indicating UTR No. needs to be uploaded in technical bid folder. The bidder has to submit the proof of payment on date as specified in the EOI.

Validity of EOI will be 180 days.

3.2.17. EOI, completes in all respects, must be submitted on or before the due date and time.

The Proposal should contain the following: -

EOI documents duly completed and signed. This cover should also be super scribed with:

***"Expression of Interest (EOI) for Empanelment of SOLE BIDDER for System Integrators for Executing Skill Development Training and Assessment Projects" within due dates."***

3.2.18. HITES may, at its own discretion, extend the date for submission of EOI. In such a case all rights and obligations of HITES and the Bidders shall be applicable to the extended time frame.

3.2.19. As the EOI can be submitted only up to the defined date and time, there can't be any late bids.

HITES will not be responsible for any delay in obtaining the terms and conditions of the EOI.

3.2.20. At any time prior to the last date for receipt of EOI, HITES may for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the EOI Document by an amendment. The amendment will be notified on HITES' website <https://www.hllhites.com/> and <https://etenders.gov.in/eprocure/app> should be taken into consideration by the prospective bidders while preparing their EOI.

3.2.21. In order to give prospective bidders reasonable time to take the amendment into account in preparing their EOI, HITES may at its discretion, extend the last date for the submission of EOI.

3.2.22. The bidders will bear all costs associated with the preparation and submission of their bids.

HITES will, in no case, be responsible or liable for those costs, regardless of the outcome of the tendering and empanelment process.

3.2.23. The EOI shall be ignored, if complete information is not given there-in, or if the particulars and data (if any) asked for are not filled in properly.

#### **4. OPENING OF EOI**

4.1. The proposals will be opened, and will be evaluated as per Qualification/ Eligibility criteria in the para 1.6. Failing to qualify Qualification/ Eligibility criterion shall lead to rejection of the Proposal and Bidder.

#### **5. Scope of Work**

Implementation of following training and assessment related activities through a technology enabled platform to support execution activities across the value chain.

<b>Sl. No.</b>	<b>Area of Service</b>	<b>If complied Yes/No</b>
<b>A.</b>	<b>Training Partner (TP) and Training Centre (TC) Empanelment</b>	
1	Training Partner Online Request for Empanelment	
2	TP/ TC Empanelment Audit platform to onboard Auditors, Training Partners and Training Centers	
3	Audit application (mobile app) for capturing geo-tagged and time stamped equipment and infrastructure related evidences	
4	Empanelment Audit platform to allow audit process trails, and resubmission of evidences	
5	Empanelment certificate generations and renewal reminders	
6	Facility to upload Job role wise equipment lists	
7	Single window for searching TCs and making their credentials including geotagged and time stamped facilities evidences for the review of funding agencies	

<b>B.</b>	<b>Blended Learning Management</b>	
8	Allocation of training numbers to Empaneled Training Centres (TC)	
9	Candidate filtration using psychometric tests	
10	Candidate Onboarding and Batch creation	
11	Assigning Evidence collection Matrix to TC basis Project Funder Compliance requirements	
12	Training evidence collection and review	
13	Training attendance and OJT attendance	
14	Assessment request processing	
<b>C.</b>	<b>Blended Learning Management</b>	
15	Online learning programs having video modules along with further reading takeaways	
16	Mock Tests, Module Tests and Final Tests	
17	Online Generation of Certificates	
18	Candidates Can Learn at their own pace	
19	Adding Multiple Publishers	
20	Live Classes and Webinars	
21	Assignment Management	
22	Live Classes and Webinars	
23	Assignment Management	
24	Credit Point Management	
<b>D.</b>	<b>Assessment Management</b>	
25	Re+ mote Online Assessment with live Proctoring	
26	AI enabled Assessments	
27	Assessments in Multiple Languages	
28	Tracking Question Exposure	
29	Question Bank Management	
30	Student Wise and Batch Wise Analytics Reports	
31	Assessment Evidence collection, Retrieval and Archival	
32	Publishing Results and Passing Certificates	
33	Live Streaming	
<b>E.</b>	<b>Audit Management System</b>	
34	Desktop Audit for Checking evidence related to training and assessment	
35	Allowing for back and forth between the auditor and the coordinator for clearing discrepancies and recording the entire process before batches submitted with Finance for billing purposes	
36	Evidences collected through the assessor app during assessment	
37	Conducting surprise audit of assessments and training	

38	Audit evidences to be captured through structured questionnaire available through a mobile App	
<b>F.</b>	<b>Placement Management System</b>	
39	Various user sections for – TP/TC, Candidates, Interviewers and Employers	
40	Online alignment of interviews between interviewers and candidates	
41	Interviews related and recorded automatically for future review by employer	
42	TP/ TC can track the progress of their candidates with regards to them landing a job	
43	Employer can post jobs, and track activity of a job post through the dashboard	
44	Facility of auto interviews for bulk hiring	
45	Candidates can record profile interviews by aligning a relevant interviewer on the platform	
46	Online Job Mela	
47	Online job offers and acceptance of Job offers	
48	Allowing students to book an online counselling with a career counsellor or a career counselor or a psychologist for emotional issues	
49	Entire session scheduling through online processes	
50	Track appointments and getting session reminders	
51	Recorded counselling sessions for future references	
52	Psychometric Tests as diagnostic tools before a counselling session	
<b>G.</b>	<b>Corporate Capacity Building</b>	
53	Providing CSR (Corporate Social Responsibility) Funder or corporate a dashboard for tracking	
54	Training centers mapped to corporate branches	
55	OJT Management	
56	Training Management	
57	Blended learning	
58	Candidate assessments and certifications	
	<b>Certifications</b>	
a	ISO 9001 Certificate	
b	ISO 27001 Certificate	

- **The bidder should be complied with above scope of work for at least 75% of total scope of work as described above, from point no. 1 to 58.**

## **6. PRE- QUALIFICATION CRITERIA FOR THE BIDDERS**

Following are the Qualification/ Eligibility Criteria to participate in the EOI (Interested Bidder is required to fulfill all the condition of Qualification/ Eligibility Criteria and in case any of conditions not met, EOI will be rejected)

- I. SI should be in system integration business for at least 5 years.

- II. SI should have carried out skill development mandates in training or assessments for at least 3 lakh candidates (average) in the last 3 years ending as on 31<sup>st</sup> March 2024.
- III. SI should have worked with at least with 10 National Council for Vocational Education and Training (NCVET) recognized entities in the previous year
- IV. SI should be approved by NCVET to work in the Healthcare segment
- V. SI Should have minimum financial turnover of 10 cr. in the previous financial year
- VI. Bidder should have Positive Net worth as on 31<sup>st</sup> March 2024.
- VII. Bidder Should have Profit before tax (PBT) in two financial years out of last three financial years ending as on 31<sup>st</sup> March 2024.
- VIII. The bidder should be an Indian Registered Company under Companies Act 1956 or 2013/ Proprietorship /Partnership Firm. Copy of Certificate of Incorporation/ Registration/ Partnership Deed or any other relevant document, as applicable, should be submitted along with a copy of address proof.
- IX. Bidder should have a valid PAN and GST Registration
- X. Bidder should provide proof of PF registration, if applicable. Bidder should give an undertaking on the company's letter head that all the documents/certificates/information submitted by them against this EOI, are genuine.  
  
In case any of the documents/certificates/information submitted by the bidder is found to be false or forged, **HLL Infra Tech Services Limited (HITES)** shall immediately reject the bid of such bidder(s) or cancel/terminate the contract and forfeit bid security / Performance Security submitted by the bidder and debar them from participation in future EOIs/tenders of HITES up to five (05) years.
- XI. Bidder shall submit statement showing Clause-by-Clause compliance to all Terms & Conditions of all the Sections of this EOI, duly signed and Stamped on the Letter Head of their Organization. The bidder shall submit No-Deviation Certificate along with above.
- XII. Bidder shall submit the authorization in the form of Power of Attorney duly attested on INR100 stamp paper, for the person who has been assigned to seal, sign and stamp the bid on behalf of the organization.
- XIII. Joint Venture/ Consortium – Not Allowed
- XIV. The bidder should not be insolvent, in receivership, bankrupt or being wound up, not have had their business activities suspended and not be the subject of legal proceedings for any of the foregoing. An undertaking by the bidder should be submitted.
- XV. The Bidder should not be blacklisted/debarred/banned/restricted by any Union Govt. /State Govt. /PSU as on date of submission of the Bid. "No-Conviction Certificate" duly signed by authorized signatory signing the bid, should be submitted in the prescribed format.

## 7. Technical Evaluation Criteria for the Bidders

Sl. No.	Documents to be Submitted by System Integrator	Remarks (Yes/No)
A	<b>Eligibility Related Documents</b>	
1	Copy of Certificate of Incorporation/ Registration/ Partnership Deed or any other relevant document.	

2	Work Order/Completion Certificate/Sanction order/Proof of release of payment against the project in proof of bidder have System Integration business in last three years.	
3	Audited balance sheet of last three years with P&L details.	
4	Proof of Positive Net-worth as on as on 31 <sup>st</sup> March 2024.	
5	Declaration that bidder is not blacklisted/ debarred/ banned (No Conviction certificate)	
6	Undertaking regarding Non Insolvent	
7	Undertakings regarding not have face any action from HITES	
8	Undertaking regarding submitted documents are genuine	
9	Copy of PAN	
10	Copy of GST	
11	PF Registration Details	
12	Bid Submission Form	
13	Details for Registration	
14	Statement Showing Clause by Clause compliance to all the terms & Condition of this EOI along with No Deviation Certificate	
15	Signed copy of Integrity Pact	
16	Relevant Certificate to claim relaxation as MSE & Startup	
17	ISO Certificates	
18	Empanelment with Other PSU/Government Organization	

## **8. GENERAL TERMS & CONDITIONS**

- 8.1. The validity of empanelment initially will be for a period of 2 (Two) years and thereafter depending upon the performance will be extendable for 1 (one) more year but up to a maximum of 3 (three) years at the sole discretion of HITES. No fee will be charged for the extended period of one year.
- 8.2. In case any of the documents furnished or undertaking given by the Bidders turns out to be false, the EOI document shall be rejected and all fees etc. shall remain confiscated by HITES. Suitable action as per the rules/ laws of company and law of the country shall be involved against the Bidder.

## **9. SUPPLIER CODE OF CONDUCT AND BUSINESS ETHICS**

HITES is committed to its 'values & beliefs 'and business practices to ensure that companies and suppliers, who supply goods, materials, or services, will also comply with these principles.

### **9.1. Bribery and corruption:**

Suppliers are strictly prohibited from directly or indirectly (through intermediates or subcontractors) offering any bribe or undue gratification in any form to any person or entity and /or indulging in any corrupt practice in order to obtain or retain a business or contract.

### **9.2. Integrity, Indemnity & limitation:**

Suppliers shall maintain high degree of integrity during the course of its dealings with business/contractual relationship with HITES. If it is discovered at any stage that any business/ contract was secured by playing fraud or misrepresentation or suspension of material facts, such contract shall be voidable at the sole option of the competent authority of HITES. For avoidance of doubts, no rights shall accrue to the supplier in relation to such business/contract and HITES or any entity thereof shall not have or incur any obligation in respect thereof. The supplier shall Indemnify HITES in respect of any loss or damage suffered by HITES on account of such fraud, misrepresentation, or suspension of material facts.

### **9.3. Reporting Misconduct:**

Suppliers are required to report any misconduct/violations/improper demands from HITES employees to the Chief Vigilance Officer/Director (O&M)/CMD. All communication in this regard should be directed only to above as per below mentioned email id: [ceohites@hllhites.com](mailto:ceohites@hllhites.com)

No Communication shall be encouraged to any other authority / external sources in this regard.

**PROPOSAL COVERING LETTER (ON BIDDER'S LETTER HEAD)**

**To,**

**CEO HITES,**

**Head Office: B14 -A, Sector-62 Noida-201307 (UP)**

**Subject:** Submission of the Proposal for *<insert EOI Name>* *<EOI No.>*

**Dear Sir,**

1. We, the undersigned, offer to provide services to HITES with reference to your Expression of Interest *<insert EOI Name>* dated *<insert EOI date>*. We are hereby submitting our proposal.
2. We hereby declare that all the information and statements made in this proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.
3. We agree to abide by all the terms and conditions of this EOI document. We would hold the terms of our proposal valid for the number of days as stipulated in the EOI document.

Yours sincerely,

*<Authorized Signatory>*

Name:

Designation:

Mobile:

Email ID:

Address:

Seal:

Date:



**SELF DECLARATION FOR THE CODE OF INTEGRITY (To be included in the EOI)**

I/We shall maintain a high degree of integrity during the course of my/our dealings business/contractual relationship with HITES. If it is discovered at any stage that any business/contract was secured by playing fraud or misrepresentation or suspension of material facts, I/We authorize HITES to term such contract as voidable at its sole option and take suitable action as deemed fit.

Signature of Authorized Signatory on behalf of Agency

(Name of Authorized Signatory)

Place:

Date:

**UNDERTAKING & ACCEPTANCE LETTER BY THE BIDDER (To be included in the EOI)**

I/ We have carefully gone through the various terms and conditions listed in the EOI Document for Executing Skill Development Training and Assessment Projects on PAN India Basis.

I/We agree to all these conditions and offer to provide the services to HITES and submitting this EOI after carefully reading the conditions and understanding the same without any kind of pressure or influence from any source whatsoever.

I/We hereby sign this undertaking in token of our acceptance of various conditions listed in the EOI document.

Signature of Authorized Signatory on behalf of Agency

Name:

Address:

Mobile:

Email ID:

Place:

Date:

**UNDERTAKING FOR NON-BLACKLISTING**

We, M/s\_\_\_\_\_here by undertake that,

1. In case the documents submitted by me/ us is found to be forged/ false at any stage, I/we may be debarred from HITES for taking participation in all future HITES works and any other suitable action may be taken against our company/ firm as deemed fit by HITES.
2. I/We state the firm or its partners or its directors have not been listed or any case is pending or any complaint regarding irregularities is pending against them, in India or abroad by any global international body like world Bank/ International Monetary fund/ world health origination etc. or any Indian State/ Central Government Departments or Public Sector Undertaking of India.

Signature of Authorized Signatory on behalf of Agency

Name:

Address:

Mobile:

Email ID:

Place:

Date:

**Annexure-V****BIDDER'S GENERAL INFORMATION (ON BIDDER'S LETTER HEAD)**

Bidder need to fill in the details (with supporting documents attached)

Sl. No.	Description	Details
1.	Name of Bidder	
2.	Type of Bidder's registration	
3.	Year of establishment	
4.	Address of registered office with telephone no. and fax no.	
5.	Address of office/s in National Capital/India	
6.	A profile of the bidder clearly declaring the domain specific expertise/ experience of the bidder	
7.	Permanent Account Number	
8.	GSTIN Reg. Number	
9.	Whether the firm has been blacklisted by any Central Govt. / State Govt. /PSU/Govt. Bodies/Autonomous?	
10.	Status and details of disputes/Litigation/ arbitration, if any.	
11.	Name, Designation, and address of the Officer to whom all references shall be made regarding this EOI	
12.	Contact details of Authorized signatory	

### Format for Project Experience of the Firm

Assignment Name:	Approx. value of the Contract
Country: Location within the Country:	Duration of assignment (months):
Name of Client:	Total number of man-months:
Address of Client:	Start & Completion Date:
Narrative Description of the project:	
Description of Actual Services Provided by Your Staff:  <i>(Specific activities performed by the bidder's team, deliverables and outcomes realized from the project)</i>	

\*Bidders must provide supporting documents such as contract/ work order copy/ self-certification by authorized representative in case bidder is unable to produce work order/ invoice/ contract due to non-disclosure agreement signed with the client.

<Authorized Signatory>Signature:

Name:

Mobile:

Email ID:

Address:

Seal:

Date:

Financial Bid form:

**FINANCIAL BID**

<b>PROVIDING PERCENTAGE SHARING QUOTE</b>			
<b>Name of the Organisation:</b>			
Sl. No.	Description	Percentage (%) w.r.t Total project cost/ Billing amount on client (Excluding GST)	Percentage (In words) w.r.t Total project cost/ Billing amount on client (Excluding GST)
1	% fee to HITES of the project cost excluding taxes		

Note: Applicable GST has to be quoted extra

***Highest offer received by HITES from the responsive bidder will be considered for the award of contract.***

**Note: The rates offered will be valid as per the tender conditions.**

Tender document may be down loaded from e-tendering website for the above work is available in downloadable format at HITES official website [www.hllhites.com](http://www.hllhites.com) and website <https://etenders.gov.in/eprocure/app>. Downloading of tender documents alone will not make a tenderer eligible for participating in the bidding. The documents uploaded by the tenderers will be subjected to verification by HITES.

Cost of bid document for on-line bid for work is shown in the schedule of submission. Tender cost (non- refundable) will be submitted online in following HITES Bank Account latest by 10th June 2025, 15.00 hrs.-

Sl. No.	Particulars	Details
1	Name of Beneficiary	HITES FD BACKED OVERDRAFT ACCOUNT
2	Name of Bank	ICICI Bank
3	Bank Branch Name	Sector-62, NOIDA Branch
4	Branch Address	Stellar IT Park, C-25, Sector-62, Noida, Uttar Pradesh.
5	Bank A/c No.	158005003923
6	IFSC Code	ICIC0001580
7	Branch Code	152
8	MICR	110229152

#### 1.4 CHECK LIST

Please ensure that following documents have been enclosed along with the EOI response

Sl. No.	Description	Compliance/ confirmation by the Agency (Yes/ No/Not Applicable)	Please indicate page number of the bid document
1	Proposal Cover Letter as perAnnexure I		
2	Brief Profile Details of the bidder as Per Annexure V		
3	Company registration copy/ Incorporation Certificate		
4	Work Order/Agreement for the Technical Evaluation Criteria		
5	Transaction Details of EOI processing fees (₹23,600 only)through online mode only		
6	PAN/GST registration copy/ TIN		
7	Turnover Certificate from Financial years i.e., (2021-22, 2022-23, 2023-24)		
8	Audit Reports (Balance sheet and P&L Statement) for previous three Financial years i.e., (2021-22, 2022-23, 2023-24)		
9	Board Resolution in the name of Authorized Signatory		
10	Self-declaration for the code of integrity as per Annexure II		
11	Undertaking & Acceptance by bidder, acceptance of various conditions listed in the as per EOI document as per Annexure III		
12	Undertaking regarding Non- Blacklisting as per Annexure IV		

**\*\*End of the document\*\***