

RajCOMP Info Services Ltd.

C-Block, 1- Floor, Yojna Bhawan, Tilak Marg, C-Scheme, Jaipur – 302005

Tel: 141-2228701, 5103902, Fax:141-2228701

WebSite : www.risl.rajasthan.gov.in

Price: Rs. 2000/- Only

**Invitation for
Expression of Interest (Eoi)
for**

*Selection of Agencies for Conducting IT Training Programs
for High School/Undergraduate/Graduate/Post Graduate
students in Rajasthan in ITeS domain to enhance
employability (for R-CAT)*

[NIT No.: F4.2(556)/RISL/TECH/2021/8970 Dated: 15-03-2024]

[Last Date and Time for Submission of EOI: 08-04-2024 upto 15:00 hrs]

[To be opened on 08-04-2024 at 15:30 hrs]

Pre- Bid on 22-03-2024 at 11:30 AM

Name of the Company/ Firm :	
Address for the Correspondence :	<hr/> <hr/> <hr/>
Website/ Email	

RajCOMP Info Services Ltd.

Telephone No.:		Fax No.:	
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INVITATION FOR BID (IFB) & NOTICE INVITING BID (NIB)

Ref.No.: F4.2(556)/RISL/TECH/2021/8970

Date: 15-03-2024

NIB Code: - RIS2324A0116

Unique Bid No: RIS2324SSOB00113

Name & Address of the Procuring Entity	Name: RajCOMP Info Services Limited (RISL) <ul style="list-style-type: none">• Address: First Floor, Yojana Bhawan, C-Block, Tilak Marg, C- Scheme, Jaipur-302005 (Rajasthan)
Name & Address of the Project Officer In-charge (POIC)	<ul style="list-style-type: none">• Name: Mrs. Jyoti Luhadiya• Designation: Technical Director DoIT&C, Executive Director (R-CAT)• Address: Third Floor, Yojana Bhawan, C-Block, Tilak Marg, C- Scheme, Jaipur-302005 (Rajasthan)• Email: jluhadiya@rajasthan.gov.in
Subject Matter of Procurement	EOI for Selecting Agencies for Conducting IT Training Programs for High School/Undergraduate/Graduate/Post Graduate students in Rajasthan in ITeS domain to enhance employability
Bid Procedure	Single-stage: single part (envelop) open competitive e-Bid procedure at http://eproc.rajasthan.gov.in
Websites for downloading Bidding Document, Corrigendum's, Addendums etc.	<ul style="list-style-type: none">• Websites: http://sppp.raj.nic.in, http://eproc.rajasthan.gov.in, http://www.rajasthan.gov.in, http://risl.rajasthan.gov.in• Bidding document fee: Rs.2000/- Bid Security : NIL• RISL Processing Fee : Rs.2500/-
Period of Sale of Bidding Document (Start/ End Date)	From 18-03-2024 at 11:00 AM
Date/ Time/ Place of Pre-bid Meeting	<ul style="list-style-type: none">• Date/ Time: 22-03-2024 at 11:30 AM• Place: RISL, Conference Hall, Yojana Bhawan, Jaipur
Manner, Start/ End Date for the submission of Bids	<ul style="list-style-type: none">• Manner: Online at eProc website (http://eproc.rajasthan.gov.in)• Start Date: 18-03-2024 at 05:00 PM• End Date: 08-04-2024 at 03:00 PM
Date/ Time/ Place of Technical Bid Opening	<ul style="list-style-type: none">• Date: 08-04-2024• Time: 03:30 PM• Place: RISL, Conference Hall, Yojana Bhawan, Jaipur -302005 (Rajasthan)
Bid Validity	90 days from the bid submission deadline
Note: 1) Bidder (authorised signatory) shall submit their offer on-line in Electronic formats both for technical and financial proposal. However, DD/ Banker's Cheque for Tender Fees, RISL Processing Fees and Bid Security should be submitted physically at the office of Tendering Authority as prescribed in NIT (Managing Director, RISL) and scanned copy of same should also be uploaded along with the technical Bid/ cover.	

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- 2) To participate in online bidding process, Bidders must procure a Digital Signature Certificate (Type III) as per Information Technology Act-2000 using which they can digitally sign their electronic bids. Bidders can procure the same from any CCA approved certifying agency, i.e. TCS, Safecrypt, Ncode etc. Bidders who already have a valid Digital Signature Certificate (DSC) need not procure a new DSC. Also, bidders must register on <http://eproc.rajasthan.gov.in> (bidders already registered on <http://eproc.rajasthan.gov.in> before 30-09-2011 must register again).
- 3) RISL will not be responsible for delay in online submission due to any reason. For this, bidders are requested to upload the complete bid well in advance so as to avoid 11th hour issues like slow speed; choking of web site due to heavy load or any other unforeseen problems.
- 4) Bidders are also advised to refer "Bidders Manual Kit" available at eProc website for further details about the e-Tendering process.
- 5) Training for the bidders on the usage of e-Tendering System (eProcurement) is also being arranged by DoIT&C, GoR on a regular basis. Bidders interested for training may contact e-Procurement Cell, DoIT&C for booking the training slot.
Contact No: 0141-4022688 (Help desk 10 am to 6 pm on all working days)
e-mail: eproc@rajasthan.gov.in
Address : e-Procurement Cell, RISL, Yojana Bhawan, Tilak Marg, C-Scheme, Jaipur
- 6) The procuring entity reserves the complete right to cancel the bid process and reject any or all of the Bids.
- 7) No contractual obligation whatsoever shall arise from the bidding document/ bidding process unless and until a formal contract is signed and executed between the procuring entity and the successful bidder.
- 8) Procurement entity disclaims any factual/ or other errors in the bidding document (the onus is purely on the individual bidders to verify such information) and the information provided therein are intended only to help the bidders to prepare a logical bid-proposal.
- 9) The provisions of RTPPA Act 2012 and Rules thereto shall be applicable for this procurement. Furthermore, in case of any inconsistency in any of the provisions of this bidding document with the RTPPA Act 2012 and Rules thereto, the later shall prevail.

Sd/-

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DEFINITIONS & ACRONYMS

GoR	GoR would invariably mean Department of Information Technology and Communication (DoIT&C), Government of Rajasthan.
Tendering Authority	Executive Director, Rajasthan Centre of Advanced Technology with its office at soochna Kendra, Tonk Road, Jaipur is the tendering authority.
Bidder/Vendor/ System Integrator	A firm submitting a proposal in response to this EOI.
EOI	The Expression of Interest document in its entirety, inclusive of any addenda that may be issued by the GoR.
RISL/ RajComp	RajComp Info Services Ltd.
R-CAT	Rajasthan Centre of Advanced Technology
ToR	Terms of Reference
Training Partner	The Training Partner is a company registered in India whose offer(s) is/are accepted for providing IT training to High School Graduate/Undergraduate/Graduate/Post Graduate students in Rajasthan.
High School	Students who have passed 12 th standard examination.

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Chapter-1

INVITATION FOR BIDS

- 1.1 Government of Rajasthan has envisaged to set up Rajasthan Center of Advanced Technology at Jaipur aimed to provide an edge and a cohesive environment for students/ Government official/ working professionals to enhance employability in the Information Technology sector.
- 1.2 On behalf of Department of IT & C, Government of Rajasthan, RISL invites the Expression of Interest from reputed organizations having rich experience in IT training & education and proven track record of designing course curriculums which are in demand in IT, and the organization should have the capability to facilitate placements for all of its trainee candidates in organizations of repute (in-house/external) in the field of Information technology.
- 1.3 This Expression of Interest ("**EOI**") is being issued for inviting offers from eligible bidders, for selecting organizations (Training Partners) who can collaborate for following:
 - a. Training: To provide training to high school/ undergraduate/ graduate/ post graduate students/candidates in the field of Information Technology for skill development and enhancing employability.
 - b. Internships with Stipends: To provide internship opportunities to trainee students/candidates to enable students to earn while learning during the training period.
 - c. Job Assistance/Job Assurance: To make provision of employment opportunities for all successful candidates of the above IT training course.
 - d. Further studies: Facilitate further studies for interested candidates in the field of emerging technologies in IT sector.
- 1.4 This document would not be binding on the DoIT&C/RISL/R-CAT in any manner whatsoever.
- 1.5 The eligible companies/firms must be incorporated under Indian Companies Act, 1956/2013 or under Partnership Act, 1932 or Limited Liability Partnership Act, 2008.
- 1.6 This is a single stage selection process for "Selecting Agencies for Conducting IT Training Programs for High School/Undergraduate/Graduate/Post Graduate students in Rajasthan in ITeS domain to enhance employability". This EOI shall remain open perpetually and the proposals received from various organization after the due date shall be evaluated in the first week of subsequent month.
- 1.7 Based on the responses received in this EOI, more than one organization may be shortlisted for becoming Training Partners. The selected organization would be

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allowed to conduct training etc. on any of the IT courses leading to employment of candidates.

- 1.8 In response to this EOI, bidders may be asked to make presentation on their requirement of space, capabilities, their proposal, training courses and how they intend to conduct the courses. The criteria for shortlisting would include:
- 1) **General Qualifications:** Company profile, Understanding of the R-CAT's requirement, references reflecting similar work and related experiences, availability of key resources and infrastructure.
 - 2) Ability to deliver the stated scope of work, the process/quality methodologies that bidder adopts, recognition of issues and problems.
 - 3) Course Design (detailed syllabus, equipment/software required etc.)
 - 4) Expected employment opportunities on completion of the course.
 - 5) Capability to deploy manpower for conducting training/conduct assessments/ and other student support services in Jaipur.
- 1.9 RISL reserves the right to
- make necessary changes in the terms of the Project, and
 - to reject any or all bids without assigning any reasons thereof.
- 1.10 The offer of the bidder shall remain valid for -- days after the date of Bid opening.
- 1.11 Bid documents must be sent at the address given below, up to 15:00 hrs on 08-04-2024 ("Submission Deadline") and Bid will be opened on the same day at 15:30 hrs at the address given below in the presence of the Bidder's representative, who wish to attend.

**Office of the Managing Director,
RajComp Info Services Ltd.,
1st Floor, C-Block, Yojna Bhawan, Tilak Marg, C-Scheme, Jaipur – 302005.
Tel.: 0141-2921145
Email : jluhadiya@rajasthan.gov.in**

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Chapter-2

IMPORTANT DATES

S.No	Events	Date	Location
1.	Date of Publication of Expression of Interest (EOI)	15-03-2024	Web Site of RajComp Info Service Ltd. (www.risl.rajasthan.gov.in), Rajasthan Centre of Advanced Technology(www.rcat.rajasthan.gov.in) & other relevant websites
2.	Date & Time of Pre-Bid Meeting	22-03-2024 at 11:30 hrs	Office of Managing Director, RajCOMP, Yojana Bhawan Jaipur
3.	Last Date & Time of Submission of EOI	08-04-2024 upto 15:00 hrs	Office of Managing Director, RajCOMP, Yojana Bhawan Jaipur
4.	Date & Time of Opening of EOI	08-04-2024 at 15:30 hrs	Office of Managing Director, RajCOMP, Yojana Bhawan Jaipur
5.	Tentative Date of Presentation	To be informed later	Committee Room, B-Block, Yojana Bhawan, Jaipur

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Chapter-3

ELIGIBILITY CRITERIA

- 3.1 The criteria given in the succeeding paragraphs must strictly be fulfilled by the bidder (Training Partner). The bidder must submit documentary evidence in support of their claim for fulfilling the criteria and they should submit an undertaking on their letter heads to the fairness of these documents in support of their claim while submitting the Bids. The bids received without documentary evidence will be out rightly rejected.
- 3.2 A bidder (Training Partner) participating in the procurement process shall possess the following minimum pre-qualification/ eligibility criteria.

S. No.	Basic Requirement	Specific Requirements	Documents Required
1	Legal Entity	The bidder should be a company registered under Indian Companies Act, 1956 /2013 OR A partnership firm registered under Indian Partnership Act, 1932. OR A LLP firm registered under Limited Liability Partnership Act, 2008	- Copy of valid Registration Certificate - Copy of Certificate of incorporation
2	Financial: Turnover from IT/ ITeS	Average Annual Turnover of the bidder during the last five financial years, i.e., from 2018-19, 2019-20, 2020-21, 2021-22 and 2022-23 (as per the last published audited balance sheets), should be at least Rs. 100.00 Crores.	CA Certificate with CA's Registration Number/ Seal
3	Financial: Net Worth	The net worth of the bidder, as on 31 st March 2023, should be Positive.	CA Certificate with CA's Registration Number/ Seal
4	Tax registration	The bidder should have a registered number of i. GST where his business is located ii. Income Tax / PAN number.	Copies of relevant certificates of registration
5	Mandatory Undertaking	Bidder should: - a) not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and must not be the subject of legal proceedings for any of the foregoing reasons; b) not have, and their directors and officers not have, been convicted of any criminal offence related to	A Self Certified letter as per Annexure-1: Self-Declaration

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S. No.	Basic Requirement	Specific Requirements	Documents Required
		<p>their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of three years preceding the commencement of the procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;</p> <p>c) not have a conflict of interest in the procurement in question as specified in the bidding document.</p> <p>d) comply with the code of integrity as specified in the bidding document.</p>	
6	Manpower Strength	The bidder must have on its roll at least 10 qualified trainers for the course(s) suggested.	Self-Certification by the authorized signatory and HR department with clear declaration of staff, level/ designation wise.
7	Employment Opportunities Generated	The bidder must have placed at least 500 of its past trainees in various organization (s) in the past.	Self-Certification by the authorized signatory with clear declaration of the count of candidates placed & their designations (state-wise)
8	Reach of proposed training program	The bidder must have conducted similar programs in more than 2 states of India	Self-Certification by the authorized signatory with clear declaration of the count of students trained in each state. Or Copy of the MoU/Work-Order

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Chapter-4

PROJECT PROFILE

- 4.1 Rajasthan Centre of Advanced Technology (R-CAT) stands as a beacon of opportunity and innovation in the realm of IT education, supported by the steadfast commitment of the Department of Information Technology & Communication (DoIT&C), Government of Rajasthan. Our mission to foster IT skills among students and professionals, coupled with a vision of creating a conducive ecosystem for career growth, remains unwavering.
- 4.2 R-CAT's offerings, ranges from scholarships for Certificate courses to internships with industry partners, training to working professionals underscore our dedication to empowering individuals with the training and practical experience necessary to excel in the ever-evolving field of technology.
- 4.3 R-CAT also acts as finishing school by providing soft skills and English-speaking courses for engineering, management, and other graduates.
- 4.4 R-CAT was conceptualized to develop skills of the youth on advanced and emerging technologies. This effort has twin objectives of offering suitable candidates to the IT industry and helping youth to find jobs by inculcating IT and soft skills components through appropriate training.
- 4.5 One of the objectives of R-CAT is to enhance the employability quotient of the youth of the state in the field of Technology and allied discipline.
- 4.6 In line with improving the job opportunities for youth of Rajasthan, R-CAT intends to conduct IT training programs for high school / undergraduate/ graduate/ post graduate from various schools/colleges/educational institutes/universities of Rajasthan.
- 4.7 The training program envisaged should have opportunities for the candidates to earn while learning (internship opportunities), and further lead to a full-time job opportunity for all successful candidates.
- 4.8 R-CAT, intends to invite EOI from leading companies for conducting training of high school / undergraduate/ graduate/ post graduate with the objective of helping them to get a full-time IT job post successful completion of training.
- 4.9 The responsibility structure of the different stake holders in this Project is as given below:

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- **R-CAT** would select the companies (Training Partners) to conduct training at various locations of Rajasthan (R-CAT and its 6 spoke centers located at Kota, Bikaner, Jodhpur, Udaipur, Ajmer, Bharatpur). R-CAT shall ensure minimum number (200) of students to the training partner during first year of operation depending on the training course provided. R-CAT shall also help the Training Partners in outreach activities through the educational institutions of the state.
- The selected organizations (**Training Partners**) would be responsible for:
 - ✓ Formal submission of the proposal in response to the EOI
 - ✓ Overall execution of the project and signing of MoU with R-CAT/nodal department/ GoR.
 - ✓ To conduct industry ready IT training programs to enhance employability of candidates. Inseminate industry updates, knowledge, industry experience through Guest Lectures, Industry Visits etc.
 - ✓ Timely delivery of the selected training program.
 - ✓ Proposing the IT courses best suited to enhance the employability of selected candidates to make them industry ready and employable.
 - ✓ Provisioning of internship and make opportunities to candidates to facilitate them to earn while learning.
 - ✓ Availability of course content/ curricula as per the industry standards.
 - ✓ To nominate one coordinator for implementation of training program.
 - ✓ Ensure all the resources required are available during the entire tenure of the project.
 - ✓ Students counselling and engagement.
 - ✓ Availability of training material required.
 - ✓ Conduct assessment.
 - ✓ Provide certifications (self) or Global certifications (wherever available).
 - ✓ Placement of students post training completion.
 - ✓ Providing internships on live projects.

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Chapter - 5

SCOPE OF THE WORK

- 5.1 R-CAT, on behalf of Government of Rajasthan intends to conduct training for high school/ undergraduate/graduate/post graduate students/candidates (of Rajasthan) on various IT Technologies with the selected Training Partner(s). The training partners are expected to provide trainings, internships (on-live projects) and get these students placed in various organizations of repute (in-house/external).
- 5.2 RISL/R-CAT shall enter contract/MOU with the selected Training partners for a period of five years for conducting training of the selected students in R-CAT Jaipur and its 6 spoke centers located at Kota, Bikaner, Jodhpur, Udaipur, Ajmer, Bharatpur.
- 5.3 Detail of facilities available at prime location in the Jaipur city is as below:

S.No.	Facilities
1.	Area designated for R-CAT Classrooms and Labs in Soochna Kendra Building
2.	Fire Detection and Suppression System
3.	CCTV Surveillance system in common area
4.	Transformer and DG Set
5.	Air Conditioning
6.	Lifts and Escalators
7.	Electric and Fire Shaft
8.	Common area /Corridor
9.	Classroom and lab
10.	Toilets (male, female and handicapped)

The R-CAT facilities (above & 6 spoke centers located at Kota, Bikaner, Jodhpur, Udaipur, Ajmer, Bharatpur) will be available for training purposes of the selected Training Partner on mutually agreed service cost basis.

- 5.4 Recurring expenditure with respect to electricity charges, maintenance of lifts, escalators, transformer, DG Set, UPS, Air conditioning, fire suppression system etc. would also be taken up by R-CAT. The basic facility like white boards, projectors, systems etc. would also be made available in the classroom. However, if any Training Partner has any specialized requirement with respect to equipment, software etc. for conducting their training courses then the same would have to be arranged by the training partner. R-CAT shall provide server space to the implementation partner in the state data center for installing their software, if so required by them. Alternatively, the Training Partner can run their software from their cloud after obtaining permission of competent authority of R-CAT.
- 5.5 The participating bidders (Training Partners) are expected to provide following details in response to this EOI:
 - Proposed furnished area (in sq.ft.) required for imparting training.
 - Expectation from DoIT&C/R-CAT

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- Detail of courses intended to be conducted. The following set of information is required for each proposed course:
 - o Name of Technology to be offered.
 - o Name of Course(s) to be offered.
 - o Detailed Syllabus of the course, if available
 - o Eligibility requirement of students with regards to high school graduate/undergraduate/graduate/post graduate students/candidates.
 - o Selection Process – How the candidates will be screened and the assessment(s) to be conducted prior to enrollment.
 - o Time duration of course - Theory and practical session requirement (both in number of days & number of hours per day)/course structure
 - o Course Fees along with certification /global certification (if any) for different mode of delivery. The mode of training should be described in detail. E.g.: (online (self-paced, instructor led), offline, hybrid etc.)
 - o Faculty Detail with qualification and experience
 - o Equipment and software to be used for the course.
 - o Expected Batch Size to conduct training course (minimum & maximum)
 - o Employment opportunities on completion of the course. The partner should provide a detailed description on the expected number of opportunities along with the salary slabs and employee bands that may be applicable on completion of the training programs.
 - o Whether course can be provided Online or only in classroom.
 - o Equipment(s) to be used for the course.
 - o Final Assessment process.
 - o Internships on Live projects.

5.6 The selected companies are expected to maintain quality of service (QOS) for all the deliverables. They are required to incorporate amendments and enhancements in the course material as per changes in technology and market requirement during the contract period.

5.7 The training should be provided in batches. There shall be no limitation with respect to timings of the training courses. The Training partners shall be free to conduct training programs at any time based on convenience of students.

5.8 The Training partner have to provide at least one dedicated full-time resource for full 5 years for coordination of training activities. Further, the training partner shall appoint sufficient staff at all centers (R-CAT) to undertake training of selected courses.

5.9 The implementation partner should have capability to conduct online exam of the students enrolled in their training courses for both theory and lab.

5.10 The implementation partner should have the capability to deliver trainings in the format of e-learning, live web instructor led training and face to face classroom trainings.

5.11 In case any course requires exposure visits to IT organizations/Industries for better understanding, the same should be encouraged by the selected Training partner.

5.12 The performance of the Training partner may be evaluated annually based on training courses conducted, number of students trained, faculty deployed, and number of students

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placed post training etc. The implementation partners may be required to enter into Service Level Agreement with R-CAT before initiation of the work.

Chapter-6

DELIVERABLES

6.1 The participating bidders would submit the following with respect to this Eol :

- i. The bidder should provide relevant papers with regard to eligibility criteria mentioned in chapter 3 viz. company profile, turnover detail, training course(s) designed for high school/ undergraduate/graduate/post graduate students/candidates, experience detail, resources available etc.
 - ii. The bidder should submit detail plan of their requirement of space for conducting courses along with justification.
 - iii. The bidder should propose strategy to conduct online and onsite training work for entire year along with detailed requirement for conducting proposed training courses.
 - iv. The bidder may provide detailed syllabus of the training courses which they intend to conduct.
- The participating bidders would provide following details with respect to the training course planned to be conducted. The following set of information is required for each proposed course:
- o Name of Technology to be taught.
 - o Name of Course to be offered.
 - o Detailed Syllabus of the course, if available
 - o Eligibility requirement of students with regards to each category of students (High School Graduate/Undergraduate/Graduate/Postgraduate)
 - o Selection Process – How the candidates will be screened and the assessment(s) to be conducted prior to enrollment.
 - o Time duration of course - Theory and practical session requirement (both in number of days & number of hours per day)
 - o Course Fees & certification/global certification (if any)
 - o Faculty Detail with qualification and experience.
 - o Equipment and software to be used for the course.
 - o Expected Batch Size to conduct training course (minimum & maximum)
 - o Employment opportunities on completion of the course. The partner should provide a detailed description on the expected number of opportunities along with the salary slabs and employee bands that may be applicable on completion of the training programs.
 - o Whether course can be provided Online or only in classroom

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- Equipment(s) to be used for the course.
 - Internships on Live projects
- v. The bidder should submit list of names of at least 2 or more existing states (of India) where similar training courses have been conducted by the participating bidder. Following details to be provided for these two sites:
- Name of the State
 - Name of Organization coordinating on behalf of the same.
 - Address of organization.
 - Address of sites (3 for each state) where training provided.
 - Contact person and telephone number of coordinating organization.
 - Technology on which the training course was conducted.
 - Date of commencement/completion of training
 - Number of personnel trained.
 - Number of personnel employed post training.
 - Copy of the MoU/Work-Order
- vi. The bidder should necessarily state the issues and challenges that the bidder visualizes in the proposed method of conducting training courses. Recognition of issues & challenges and strategy proposed to address the issues should be part of the proposed solution.
- vii. The bidder can provide any other detail which is relevant for conducting training course.
- viii. A detailed presentation covering all of the above may be required to be conducted by the participating bidder on the date intimated by DoITC/RISL/R-CAT.

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Chapter-7

TIME SCHEDULE

(Applicable for Selected Training Partner)

7.1 The implementation partners would be required to comply to following time schedule while conducting training programs:

Sno	Activity	Time Schedule
a)	Training plan communication.	The Training partner(s) would be required to inform the management of RISL/R-CAT of the dates of training courses which it intends to conduct at least three months before the start date of the training programme.
b)	Distribution of Course material	The course material to be distributed to the participants of the training programme during/before training classes commence. The training material can be provided in softcopy or through any learning management system.
c)	Distribution and Collection of Feedback form	Feedback on the training programme to be collected from all participating students/ participants during the last session of the said course. All feedback form must be retained by the Training partners & shared with RISL/R-CAT.
d)	Attendance Certificate	Daily attendance of each participating student should be maintained by the Training partner. During last session of the said course, attendance certificate be issued to students/ participants whosoever desires.
e)	Performance Evaluation of participants	During last session of the said course
f)	Communication post confirmation of employment	Post offer rollout to all successful candidates of a batch.

1.2 The above-mentioned time schedule is applicable for selected Training Partners for conducting training at R-CAT.

1.3 The recommendation for award of certificate to the participants who have successfully completed the training programme should reach the management of R-CAT/RISL within 7 days from date of completion of the training programme.

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Chapter-8

BIDDING PROCESS

- 8.1 This is a single stage selection process for *“Agencies for Conducting IT Training Programs for High School/Undergraduate/Graduate/Post Graduate students in Rajasthan in ITeS domain to enhance employability”*. This EOI shall remain open perpetually and the proposals received from the organizations after the due date shall be evaluated for allotment in the first week of subsequent month.
- 8.2 The EOI bid should be placed in one envelop and should be marked as *“Selecting Agencies for Conducting IT Training Programs for High School/ Undergraduate/ Graduate/ Post Graduate students in Rajasthan in ITeS domain to enhance employability ”* and sealed properly.
- 8.3 Pre-bid meeting**
- 8.3.1 The bidder or its official representative is invited to attend a pre-bid meeting which will take place at RISL, Yojana Bhawan, C-Scheme, Jaipur on 22-03-2024 at - 11:30 Hrs.
- 8.3.2 The purpose of the meeting will be to clarify issues and to answer questions on any matter related to EOI.
- 8.3.3 The bidder is requested to submit any question in writing or by cable, to reach RISL/DoIT&C not later than two days before the meeting.
- 8.3.4 Minutes of the meeting, including the text of the questions raised and the responses given, will be put on the website of R-CAT/RISL. The revised EOI as a result of pre-bid meeting shall be made available on the website within seven days.
- 8.4 **The EOI bids will be opened on 18-04-2024 at 15:30 Hrs in the office of Managing Director, RISL, Yojana Bhawan, Jaipur.** Thereafter the EOI bids will be evaluated by R-CAT. The short-listed bidders will be asked to give a presentation before the committee on the dates assigned to them by RISL/ R-CAT/DoIT&C.

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Chapter-9

BID SUBMISSION

- 9.1 The bid shall be typed or written in indelible ink and shall be signed by the bidder or a person duly authorized to bind the bidder to the Contract/ Agreement. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.
- 9.2 The last date for submission of bid is as per NIB

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Chapter-10

VALIDITY OF BIDS

10.1 Bids shall remain valid for 90 days after the date of Bid opening. A Bid valid for a shorter period shall be rejected as non-responsive.

10.2 In exceptional circumstances, RISL/R-CAT may solicit Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. A Bidder granting the request is not required nor permitted to modify the Bid.

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Chapter-11

DISQUALIFICATION

- 11.1 RISL/DoIT&C, may in its sole discretion and at any time during the processing of EOI, disqualify any bidder from the EOI process if the bidder has –
- ❑ Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements.
 - ❑ If found to have a record of poor performance such as abandoning works, not properly completing the contract, inordinately delaying completion, being involved in litigation or financial failures, etc.
 - ❑ Submitted an EOI which is not accompanied by required documentation, Tender fees or is non-responsive.
 - ❑ Failed to provide clarifications related thereto, when sought.
 - ❑ Submitted more than one EOI. This will cause disqualification of all or subsequent to first EOI submitted by such applicants.
- 11.2 Applicants who are found to canvass, influence or attempt to influence in any manner the qualification or selection process, including without limitation, by offering bribes or other illegal gratification, shall be disqualified from the process at any stage.
- 11.3 A Bid not valid for at least 90 days shall be considered as non-responsive and would be disqualified.

Chapter 12

EOI BID EVALUATION PROCESS

12.1 Opening of EOI Bids : The Tendering Authority will open the EOI bids in the presence of bidders' representatives who choose to attend the opening of EOI bids is as per NIB at the following location :

**Office of the Managing Director,
RajComp Info Service Ltd,
Yojana Bhawan, C-Scheme, Jaipur 302005**

The bidders' representatives who are present shall sign a register evidencing their attendance.

12.2 Preliminary Examination of EOI Bids : The Tendering Authority will examine the EOI bids to determine whether they are complete, whether the documents have been properly signed, whether the required bid security is enclosed, and whether the bids are generally in order. Any bids found to be non-responsive for any reason or not meeting the minimum levels of the performance or other criteria specified in the bidding documents will be rejected by the Tendering Authority and not included for further consideration.

12.3 Evaluation of EOI Bids : The Tendering Authority will carry out a detailed evaluation of the bids in order to determine whether the bidders are qualified and whether the technical aspects are substantially responsive to the requirements set forth in the bidding documents. In order to reach such a determination, the Tendering Authority will examine the information supplied by the Bidders and other requirements in the bidding documents, taking into account the deliverables mentioned in Chapter 6.

12.4 Clarification of EOI Bids and Contacting the Tendering Authority : The Tendering Authority may conduct clarification meetings with each or any Bidder to discuss any matters, technical or otherwise. The bidder may be required to make presentations on his methodology for carrying out the tasks. If considered necessary, the Tendering Authority may like to visit projects being handled by the bidder.

Any effort by the bidder to influence the Tendering Authority in the Tendering Authority's evaluation of technical Bids, bid comparison or the Tendering Authority's decisions on acceptance or rejection of bids may result in rejection of the bidder's bid.

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Chapter-13

PERFORMANCE SECURITY

(Applicable for Selected Training Partner(s) only)

- 13.1 The selected Training Partners shall carry out the services in conformity with general professional and technical accepted norms relevant to such assignments that are required to the entire satisfaction of RISL/DoIT&C.
- 13.2 In the event of any deficiency in whatsoever course, the Training Partner shall promptly redesign the course as per industrial standards at no additional fees to the students.
- 13.3 Within 2 weeks of receipt of the notification of award from the RISL/DoIT&C, the Training Partner shall furnish to the RISL/DoIT&C performance security for the same.
- 13.4 The Training Partner shall furnish to the Managing Director, RISL, a performance security of Rs. 1,00,000/- for the entire contract period.
- 13.5 Failure of the Training Partner to comply with the requirements shall constitute sufficient grounds for the annulment of the award and forfeiture of the Performance Security.
- 13.6 During the currency of assignment, the Training Partner shall appoint sufficient staff at Jaipur to undertake training on advanced and emerging technologies.
- 13.7 The Training Partner shall appoint as many team members, as deemed fit by them, to meet out the time schedules of the training programme.
- 13.8 Forfeiture of Performance Security**
- 13.8.1 The performance security submitted by the Training Partner may be forfeited if the Training Partner fails to meet the service level requirement mentioned in Chapter 15 for continuous two quarters in one calendar year.
- 13.9 Release of Performance Security**
- 13.9.1 The performance security would be released only after the expiry of one month from the date of expiry of complete contract.

Chapter-14

GENERAL TERMS AND CONDITIONS

- 14.1 The Bidder shall bear all costs associated with the preparation and submission of the bid, RISL/R-CAT will not be responsible for those costs regardless of the conduct or outcome of the bidding process.
- 14.2 Tender forms shall be filled in ink or typed. No tender filled in pencil shall be considered. The bidder shall sign the tender form at each page and at the end, in token of acceptance of all the terms and conditions of the tender.
- 14.3 Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required in the bidding documents or submits a Bid not substantially responsive to the bidding documents in any respect may result in the rejection of the Bid.
- 14.4 If any dispute arises out of the contract with regard to the interpretation, meaning and breach of the terms of the contract, the matter shall be referred to by the parties to the Principal Secretary, Finance Department who shall be the Sole Arbitrator of the dispute and whose decision shall be final and binding for all.
- 14.5 All disputes arising because of difference in opinion or otherwise would be subject to the jurisdiction of courts in Jaipur only.
- 14.6 RISL reserves the right to abandon the relationship at any stage during the contract without giving any prior notice to the Training Partner.
- 14.7 Any Change in the constitution of the company, etc. shall be notified forth with by the contractor in writing to the purchase officer and such change shall not relieve any former member of the company, etc., from any liability under the contract.
- 14.8 **Termination for Default**
- i. The tender sanctioning authority may, without prejudice to any other remedy for breach of contract, by a written notice of default of at least 30 days sent to the selected bidder, terminate the contract in whole or in part: -
 - a. If the selected bidder fails to deliver training courses within the time period specified in the contract, or any extension granted thereof by RISL; or
 - b. If the selected bidder fails to perform any other obligation under the contract within the specified period of delivery of service or any extension granted thereof; or
 - c. If the selected bidder, in the judgement of the Purchaser, is found to be engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the contract.
 - d. If the selected bidder commits breach of any condition of the contract.

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- ii. If RISL terminates the contract in whole or in part, amount of PSD may be forfeited.
- iii. Before cancelling a contract and taking further action, advice of senior most finance person available in the office and/or of legal adviser/legal assistant posted in the office, if there is one, may be obtained.

14.9 **Termination for Convenience:** RISL reserves the right to abandon the relationship at any stage during the contract without giving any prior notice to the Training Partner:

- i. RISL, by a written notice of at least 30 days sent to the selected bidder, may terminate the Contract, in whole or in part, at any time for its convenience. The Notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the selected bidder under the Contract is terminated, and the date upon which such termination becomes effective.
- ii. Depending on merits of the case the Training Partner may be appropriately compensated on mutually agreed terms for the loss incurred by the contract if any due to such termination.

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Chapter-15

SERVICE LEVEL REQUIREMENTS

15.1 The Training partner is expected to meet minimum service levels mentioned in the ensuing paragraphs. The agreement/MOU with the Training partner may be terminated and performance security may be forfeited if the Training Partner fails to meet the service level requirement mentioned below:

S.No.	Service Level
1.	The Training partner would be required to conduct minimum of 2 batches of IT Training in a calendar year at R-CAT each location.
2.	The Training partner is expected to adhere to time period (start date and end date) of the course announced/published on the website/newspaper. No training course would be withheld/postponed/delayed due to non-availability of faculty, training material, equipment etc.
3.	The Training partner is expected to conduct scrutiny of the students for their selection in the respective training course. Waiver of scrutiny for any training course would require prior approval of management of RISL/R-CAT.
4.	The Training partner would submit list of instructors, their qualification and experience for the training courses they intend to conduct at R-CAT. The management of R-CAT/RISL should be aware about the faculty which would conduct the training course on behalf of the training partner.
5.	The Training partner should have capability to deliver trainings in the format of e-learning, live web instructor led training and face to face classroom training.
6.	The Training partner is required to distribute training material to the students (in hard copy and/or softcopy/Learning Management System), take their daily attendance and take feedback about the faculty from the students at least two times in a course. The Training partner is expected to maintain quality of service for all the deliverables.
7.	The Training partner shall deploy requisite manpower at R-CAT for coordinating training programmes.
8.	The Training partner is expected to train at least 200 students in the entire calendar year.
9.	The Training partner has to arrange for exam of students for completion of training courses.
10.	The Training partner is expected to get the students placed in full time IT job in organization of repute (in-house/external).
11.	The Training partner would have to submit its recommendation to the management of R-CAT/RISL for award of training completion certificates to the students who have successfully completed the training course within 2 days of such completion of the course.
12.	The Training Partner shall incorporate amendments and enhancements in the training course and training material as per market requirement and changes in technology with passage of time during the contract period.

15.2 Executive Director, R-CAT would have the right to waive off penalty after recording reasons for such waiver.

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Chapter-16

FORM FOR EXPRESSION OF INTEREST

I. Addressed to :

a.	Name of the tendering authority	Managing Director, RajComp Info Service Ltd (RISL)
b.	Address	RajComp Info Service Ltd Yojana Bhawan, C-Scheme Jaipur (Rajasthan) – 302005
c.	Telephone	
	TeleFax	141-2228701
d.	Bidding document fee and RISL Processing fee	Demand Draft in favour of "Managing Director, RISL" payable at "Jaipur"

II. NIT Reference: ----- dated DD-MM-YYYY

III.

1.	Name of Bidder				
2.	Name of Contact Person				
3.	Registered Office Address				
4.	Year of Establishment				
5.	Type of Firm (Put Tick(√) mark)	Public Limited		Private Limited	
	Company/Partnership	Partnership		LLP	
6.	Telephone Number(s)				
7.	Email Address/ Website	Email:		Web-Site:	
8.	Fax No.				
9.	Mobile/ Pager Number	Mobile:		Pager:	
10.	Area of Specialization in the Field of IT				

IV. The Tender fee amounting to Rs. 2000/- (Rupees Two Thousand Only) has been deposited vide cash receipt no. _____ Dated _____.

V. The rates quoted are valid up to _____. (Subject to a minimum of 90 days from the date of opening of the bid). The validity can be extended with mutual agreement.

VI. We agree to abide by all the conditions mentioned in this Tender Notice issued by the Tendering Authority and also the further conditions of the said Tender Notice given in the attached sheets (all the pages of which have been signed by us in token of acceptance of the terms mentioned therein).

VII. Tax Detail :

S.No.	Type of Tax	Number
1.	GST	
2.	Income Tax (PAN)	

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VIII. Details of IT Training Courses Conducted :

S. No.	Name of the State	Name of Organization coordinating on behalf of state	Course structure & syllabus	Number of Students trained	Number of students provided internship during training period	Number of students provided stipend during training period	Program Fees
1							
2							
3							
4							
5							

IX. Documents to be attached:

S no.	Eligibility Criteria	Details	Page no. of documentary proof Annexed at
I.	Detail of training course		
II.	Detail of successful completion of training courses conducted in India in other states. The bidder is required to submit copy of work order and work completion certificates of at least two such project.		
III.	Average Annual turnover (Operating Revenue + Other Revenue) in each of the last five years (Annual Reports/Audited Balance Sheets & Profit & Loss Accounts to be attached)		
IV.	Financial year 2018 -19		
V.	Financial year 2019-20		
VI.	Financial year 2020-21		
VII.	Financial year 2021-22		
VIII.	Financial year 2022-23		
IX.	Status of your company/ organization (Certificate of incorporation/Article of Association)		
X.	Proof for positive net worth as on 31-03-2023		
XI.	Address of Registered office and local office in Rajasthan, if any		
XII.	Have you ever been blacklisted by any State or Central Government in India?		
XIII.	% of students offered internships resulting in earn while learning opportunities (stipend) during the course of training.		
XIV.	% of students placed post successful completion of training		

Dated :

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Name of the Tenderer : _____

ANNEXURE-1: SELF-DECLARATION {to be filled by the bidder}

To,
{Procuring entity},

In response to the NIB Ref. No. _____ dated _____ for
{Project Title}, as an Owner/ Partner/ Director/ Auth. Sign. of

_____, I/ We hereby declare that presently our
Company/ firm _____, at the time of bidding, :-

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

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

Thanking you,

Name of the Bidder: -

Authorized Signatory: -

Seal of the Organization: -

Date: _____

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Place: _____

ANNEXURE-2: DRAFT AGREEMENT FORMAT {to be mutually signed by selected bidder and procuring entity}

This Contract is made and entered into on this _____ day of _____, 2024 by and between RajComp Info Service Ltd, having its head office at Yojana Bhawan, C-Scheme-302005, Rajasthan (herein after referred to as Purchaser/ RISL) which term or expression, unless excluded by or repugnant to the subject or context, shall include his successors in office and assignees on ONE PART

And

M/s _____, a company registered under the Indian Companies Act, 1956/2013 with its registered office at _____ (herein after referred as the "Successful Bidder/ Training Partner") which term or expression, unless excluded by or repugnant to the subject or context, shall include his successors in office and assignees on the OTHER PART.

Whereas,

Purchaser is desirous of appointing an agency as Training partner for conducting training courses at Rajasthan Centre of Advanced Technology(R-CAT) as per the Scope of Work and Terms and Conditions as set forth in the EOI document dated _____ of <NIB No _____>.

And whereas

M/s _____ represents that it has the necessary experience for carrying out the overall work as referred to herein and has submitted a bid and subsequent clarifications for providing the required services against said NIB and EOI document issued in this regard, in accordance with the terms and conditions set forth herein and any other reasonable requirements of the Purchaser from time to time.

And whereas

Purchaser has accepted the bid of Training partner and has placed the Work Order vide Letter No. _____ dated _____, on which Training partner has given their acceptance vide their Letter No. _____ dated _____.

And whereas

The Training partner has deposited a sum of Rs. _____/- (Rupees _____) in the form of _____ ref no. _____ dated _____ of _____ Bank and valid up to _____ as performance security deposit for the due performance of the contract.

Now it is hereby agreed to by and between both the parties as under: -

1. The NIB Ref. No. _____ dated _____ and EOI document dated _____ issued by R-CAT along with its enclosures/ annexures, wherever

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applicable, are deemed to be taken as part of this contract and are binding on both the parties executing this contract.

2. In consideration of the payment to be made by RISL to the Training partner at the rates approved by RISL will duly deliver the said training set forth in “Scope of Work & Deliverables” thereof and provide related services in the manner set forth in the EOI, along with its enclosures/ annexures and Technical Bid along with subsequent clarifications submitted by Training partner.
3. The RISL do hereby agree that if Technology Partner shall duly deliver the said training and provide related services in the manner aforesaid observe and keep the said terms and conditions of the EOI and Contract, the RISL will pay or cause to be paid to the technology partner, at the time and the manner set forth in the said conditions of the EOI, the amount payable for each and every training/ project milestone & deliverable. The mode of payment will be as specified in the EOI document.
4. The timelines for the prescribed Scope of Work, requirement of services and deployment of technical resources shall be effected from the date of work order i.e. _____ and completed by the training partner within the period as specified in the EOI document.
5. All disputes arising out of this agreement and all questions relating to the interpretation of this agreement shall be decided as per the procedure mentioned in the EOI document.

In witness whereof the parties have caused this contract to be executed by their Authorized Signatories on this ____ day of _____, 2024.

Signed By:	Signed By:
() Designation: Company:	Authorized Signatory MD (RISL)
<i>In the presence of:</i>	<i>In the presence of:</i>
() Designation: Company:	() Designation: TD DoIT&C & ED (R-CAT)
() Designation: Company:	() Designation:

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