

New Study Centre Registration Process 2024

Expression of Interest (EOI)

EOI Ref. No.: 2024/NCR/1

Last Date of Submission: 26/12/2024

EOI For IDEED New Study / Training Centre at Village / Block Level in PAN INDIA

(Study Centre can run all IDEED Program in Centre)

ISSUED BY:



Institute of Digital Education and Employment Development

(An Autonomous body)

Collectorate Campus, Tonk 304001 Rajasthan

www.dsrvsindia.ac.in

Tel .: 01432-245011

Disclaimer:

All information contained in this EOI, subsequently provided / clarified are in good interest and faith. This is not an agreement and is not an offer or invitation to enter into an agreement of any kind with any party. Each applicant should conduct its own investigation and analysis & should check the accuracy, reliability and completeness of the information in this EOI. Applicants should make their own independent investigation in relation to any additional information that may be required.

IDEED reserves the right to cancel this request for EOI and/ or invite afresh with or without amendments to this request EOI, without liability or any obligation for such request for EOI and without assigning any reason. Information provided at this stage is merely indicative.

EOI Ref. No.	2024/NCR/1
EOI Issuance Date	21-11-2024
Publishing Date	21-11-2024 @ 09:00 AM
Document Sale Start Date	21-11-2024 @ 10:00 AM
Document Download URL (Offline Submission)	https://eprocure.gov.in/epublish/app OR https://dsrvsindia.ac.in/tender
Document Sale Last Date	26-12-2024 @ 05:00 PM
Seek clarification Start Date	21-11-2024 @ 11:00 AM
Seek clarification End Date	29-11-2024 @ 05:00 PM
Bid Submission Start Date	21-11-2024 @ 10:00 AM
Bid Submission Last Date	26-12-2024 @ 06:00 PM
Bid Opening Date	31-12-2024 @ 11:00 AM
Name & Address of the Procuring Entity	Office in-Charge (Tender) Institute of Digital Education and Employment Development Collectorate, Dak Section, Tonk Rajasthan 304001 Tel.: 01432-245010
Cover Details	Single Cover (Fee/Prequal/Technical)
Area of Operation	Applicable Training Centre Area
Eligibility Criteria	The agency should be a registered Proprietorship/ Partnership Firm/ Private Limited Company/ Public Limited Company/ Registered Society/ Trust/ Association / School/College. 1. Submit applicant details with relevant documents as per Annexure 2 2. All applying agencies should Have been active and operational continuously anywhere in the country for the last two years on the date of application.
Cost of EOI Documents and Proposal Processing Fee	All Applicants have to pay a non-refundable EOI Fee of Rs. 1500/- (Rupees One Thousand Five Hundred Only) which will be paid through IMPS/NEFT/RTGS at Bank only. Proposals that are not accompanied by the Proposal Processing Fee shall be rejected by IDEED.

Study Centre Affiliation Fees	All Applicant have to pay a non-refundable Affiliation Registration Fee of Rs. 20000/- (Rupees Twenty Thousand only) which will be paid through IMPS/NEFT/RTGS at Bank only.
Duration of the Project	2 year initially extendable up to 1 years.
Funding Pattern	As Per IDEED Projects guidelines / Circulars (as amended from time to time).
Submission of proposal	Interested agencies fulfilling eligibility conditions as mentioned above can submit their detailed proposal for undertaking The proposal should carry following documents as per checklist given in the EOI. <ol style="list-style-type: none"> 1. Covering Letter – Annexure 1 2. Applicant details along with required documents as per Annexure 2 3. Study/Training Centre Details - Annexure 4 4. An affidavit for not being blacklisted – Annexure 5 5. A self certificate / declaration as per – Annexure 6 6. Tender Acceptance Letter <p>(Document to be send by Email buyer1.dsrvs.rj@nic.in)</p> <p>The TIA, IDEED reserves the right to accept or reject any proposals without providing any reason, what so ever. The decision of IDEED shall be final and binding upon the company/Agency/Institution.</p>
Selection Process (Mechanism for approval of the project)	<ol style="list-style-type: none"> 1. EOI Stage 2. Desk appraisal 3. Evaluation of the proposals by IDEED at competent level. 4. Issuance of sanction order.
Bank Account Details (For Deposit EOI, Processing and EMD Fees)	<p>Bank Name – ICICI Bank</p> <p>Branch Name – Clock Tower, Tonk</p> <p>Account Name – IDEED</p> <p>Account Number – 680101704415</p> <p>IFSC Code – ICIC0006801</p>
<p>Note :</p> <ul style="list-style-type: none"> • DSRVS reserves the light to amend courses and guidelines from time to time. • DSRVS has full powers to decide about the number of candidates to be trained in a particular program. • Its decision will be binding on all organizations submitting the proposals. • The corporate/Agencies/Organizations which have already signed MoU with DSRVS against general and sector specific EoI issued earlier are also to apply a fresh. • In case of any contradiction between scheme guidelines and DSRVS direction the term and conditions of DSRVS will prevail. • Applying agency must apply through Government of India CPPP ePublish portal offline mode only. <p>https://eprocure.gov.in/epublish/app OR https://dsrvsindia.ac.in/tender</p>	

SECTION 1 A: Instructions for offline Bid Submission

Bidders may please send their proposals in separate one sealed covers to the tender inviting authority address (Use only India Post Service, Courier services not accepted OR send via official email.)

More information useful for submitting offline bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/epublish/app> OR <https://dsrvsindia.ac.in/tender>
Contact for any information : 01432-245011

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

SUBMISSION OF BIDS (OFFLINE MODE)

1. Bidders may please send their proposals in separate one sealed covers to the following Email Address:
Email ID – buyer1.dsrvs.rj@nic.in
Subject Name : EOI 2024/NCR/1, Your Agency Name
2. All the pages of the EOI Documents shall be signed by an authorized person of the bidder

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained there in should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of offline bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.
- 3) All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.
- 4) Any order resulting from this e-tender shall be governed by the terms and conditions mentioned therein.
- 5) No deviation to the technical and commercial terms & conditions are allowed.
- 6) The tender inviting authority has the right to cancel this e-tender or extend the due date of receipt of the bid(s).

SECTION 1 B: INSTRUCTION TO BIDDER (ITB)

1. **The bid should be submitted in one covers System – Fees and Technical Bid** offline through portal <https://eprocure.gov.in/epublish/app>

- **Fees and Technical bid:** The agencies should give details of Tender fees, Processing fees and Technical Details in fixed format.

Note. Newly registered/Fresher's can also apply; not require Audited financial statement.

2. You can earn profit by conducting all those courses at your center, whatever the courses are being run by IDEED..
3. If you are selected in this EOI, you will submit Security fee to IDEED for running IDEED program at your center.
4. Incentive Ratio between IDEED and ASC of Examination fees received from student / candidate is : 80:20.
5. Only the examination fee is charged by IDEED from the study centre.
6. Study center can charge the training fee and other facility charges from the student accordingly.
7. The following documents copy are required to apply for this EOI –
 - Applicant Any government identity proof
 - Applicant Any government address proof
 - Applicant PAN CARD
 - Applicant Aadhaar Card
 - Applicant BANK PASS BOOK
 - Institute Registration Certificate (UDYAM)

T.I.A.

Annexure -1:

Format of the Covering letter

<<The Covering Letter is to be submitted under the signature of Authorized Representative /Signatory of the applicant on the official Letterhead and official seal (Letter of authorization is also to be enclosed)

To

Tender Inviting Authority
Institute of Digital Education and Employment Development
IDEED Headquarter, Tonk 304001 Rajasthan

Sub: EOI For NCR Process 2024

Dear Sir,

Please find enclosed copy of our proposal in respect of the empanelment for IDEED centrally sponsored managed component under IDEED Program in India, in response to the EOI document issued by the IDEED.

We hereby confirm that:

1. The proposal is being submitted by _____ (name of the agency) who is the applicant. in accordance with the conditions stipulated in the EOI).
2. We have read the guidelines and EOI document in detail and have understood the terms and conditions stipulated in the EOI Document issued by IDEED. We agree and undertake to abide by all these terms and conditions along with subsequent communication form IDEED. Our Proposal is consistent with all the requirements of submission as stated in the EOI or in any the subsequent communications form IDEED.
3. The agency has also read the detail guideline of program (including its various components) issued by form IDEED.
4. The information submitted in our Proposal is complete. Is strictly as per the requirements as stipulated in the EOI. And is correct to the best of our knowledge and understanding. We would be solely responsible for any errors/omissions/false information in our Proposal. We acknowledge that IDEED will be relying on the information provided in the Proposal and we certify that all information provided in the applications true and all documents accompanying such proposal are copies of their respective originals.
5. We acknowledge the right of IDEED to reject our Proposal without assigning any reason or otherwise and hereby waive. To the fullest extent permitted by applicable law our right to challenge the same on any account whatsoever.
6. We fulfill all the legal requirements and meet all the eligibility criteria laid the EOI.
7. This Proposal is unconditional and we hereby undertake to abide by the terms and conditions of the EOI.

8. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice. Fraudulent practice, coercive practice, undesirable practice or restrictive practice.

9. We are enclosing transaction details :

Item	Amount	Transaction Details (RTGS/NEFT/Online Tran Number)	Deposit Date
EOI Document and Processing fees	RS. 1,500/-		
Affiliation fee	Rs. 20,000/-		

****Transaction details must consist of transaction id and transaction reference number.***

****Attach deposit receipts copy***

For and on behalf of:

Signature:

Name

Designation:

(Authorized Representative Signature)

Date:

Place:

Annexure -2

Applicant Details

<< Declaration to be submitted under the signature of Authorized Representative /Signatory of the applicant agency on official Letterhead and official seal>>

S. No.	Description	Details	
1.	Name of Legal Constitution if Applicant		
2.	State /Constitution of the Firm		
3.	Name of Authorized Signatory (enclose letter of authorization) (Not required for individual)		
4.	Address	PIN Code :	
	Telephone, Mobile No		
	Email		
	Aadhaar Number		
5.	Registration Number (Not required for individual)		
	Incorporation status of the firm (Proprietorship/Partnership/Society/ NGO/Trust/Public Ltd/Private Ltd/ etc.)		
6.	Date of registration		
7.	Place of registration		
8.	PAN Card Number		
9.	Primary point of Contact (For all sort of communication purpose)	Email	Contact No.

For and on behalf of:

Signature:

Name
Designation
(Authorized Representative and Signatory)
Date:

Place:

Annexure -4:

Study / Training Centre Details

<<Declaration to be submitted under the signature of Authorized Representative / Signatory of the applicant agency on official Letterhead and official seal>>

For Study / Training centre

S.No.	Particulars	Details
1.	Block/District /State	
2.	Name of the training Centre	
3.	Nearest address and telephone number	
4.	Nearest landmark	
6.	Number of Classrooms	
7.	Number of practical rooms	
8.	a) Separate Wash Rooms for Boys and Girls (Yes/No) b) lab infrastructure available (Yes/No)	
9.a	Address of residential facility (if applicable) Residential Accommodation capacity - Boys (If applicable)	
9.b	Residential accommodation capacity – Girls (If applicable)	
10.	Current Status (Functional or Non functional)*	

Annexure -5:

An affidavit for not being blacklisted / de-empanelled

<<An affidavit on a non-judicial stamp paper of INR 100/- by Company secretary/Authorized Representative and Signatory of the Applicant with his/her dated sign and seal>>

AFFIDAVIT

We,<< **name** >>,having its registered office at..... << **address**>>, do hereby declare that the Applicant hasn't been blacklisted /debarred by any donor / partner agency / State Government / Central Government authority for breach on our part.

For and on behalf of:

Signature
Name
Designation
(Authorized Representative and Signatory)

Date:

Place:

Annexure -6:

Self-Declaration

<<Declaration to be submitted under the signature of Authorized Representative/ Signatory of the applicant agency on official Letterhead and official seal>>

To whomsoever it may concern

On the basis of registration document /certificates, we M/s
..... (Name of agency), having office
at.....
..... (Office address), hereby give our consent for
following as per norms of IDEED (As amended form time to time)

1. To set-up dedicated Training Canter (TC) as per given specification in the guideline with specified capacity.
2. To arrange sufficient space, furniture, equipment, tools, training aids, raw material, electricity, water supply and other essentials required for imparting training to youth in the proposed course (s).
3. We have permitted to this premises and infrastructure for IDEED Study Centre.
4. To hire/engage competent and eligible trainer(s)to undertake training in the proposed courses.
5. To install Attendance system and Aadhar enabled bio-metric device as per IDEED guideline.
6. To CCTV Camera based monitoring system.

For and behalf of:

Signature

Name:

Designation:

(Authorized Representative and Signatory)

Date:

Place:

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

[Department User may ask for Tender Acceptance Letter instead of asking Signed Tender Document from the Bidders. This is a sample format, User may revise it as per their Tender Conditions]

Date:

To,

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: 2024_DSRVS_778567

Name of Tender / Work: - NCR Process 2024

Dear Sir,

- I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: CPPP e Publish Portal as per your advertisement, given in the above mentioned website(s).
- I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. ____ to _____ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
- The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.
- I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
- I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
- I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)