Office of The Commissioner
SC & ST Development Department
Raipur, CG

No./TADP/F.no.-227/2011-12/2361 Raipur dated 13/06/2012

NOTICE INVITING EXPRESSION OF INTEREST (EOI)

(Second Call)

Expression of Interest (EOI) from parties are invited in a sealed envelope in the prescribed application format for participation in the placement linked training in banking sectors at Chhattisgarh state for students of Scheduled Tribe community.

The interested party must have prior experience of working with any of the state government in India for training students from ST community on placement linked training in banking sectors. The Application form & other EOI details can be obtained from The Office of Commissioner Schedule Caste & Scheduled Tribe Development Department ,Pt. RSU Campus Raipur CG by paying a DD of Rs. 5,000 payable to The Commissioner, SC & ST Development Chhattisgarh, Raipur or can be download from the departmental website **http://tribal.cg.gov.in.**

The last date for issue of the EOI forms is 28th June 2012 and for submission of proposal is 30th June 2012.

(Mrs. Sharda Verma)
Additional Director
SC & ST Development Department
Raipur, CG

GENERAL INFORMATION

1.1 Introduction

The Department of Tribal Affairs, Government of Chhattisgarh, intends to implement the placement linked Tribal Livelihood Project. This project particularly aims to enhance the economic opportunities and empowerment of educated tribal youth who are severely facing the condition of under employment. A large number of tribal students from rural background have passed graduation during last many years. Some of them have good percentage also but due to lack of knowledge and guidance in modern practices they are either deprived of jobs or in the condition of under employment.

Department is also aware of the fact that there is enormous scope of placement in private banking sector. In fact many agencies are keen to train meritorious graduates according to their own needs and employ them at the same time. This type of placement linked training programs are specially useful for tribal youth who really need a hand holding approach for livelihood in non traditional sectors.

1.2 Expression of Interest (EOI)

The objective of the EOI is to shortlist vendors for imparting placement linked training in banking operation. The government plans to implement the training program for 100 ST candidates in first phase and it may be extended for more number of candidates if found useful in employment of candidates.

1.3 Format of EOI proposals and instructions to bidders

The overall information and technical specifications regarding the training program is given in the document. The respondents are expected to include all the points in their proposal and any additional services or items considered necessary for the successful completion of the training program.

Proposals to the EOI from respondents should be submitted in a common sealed envelope, super scribed with the words:

"EXPRESSION OF INTEREST for Placement Linked Training in Banking Operation "
containing two separate envelopes having Technical and Financial bids.

2. Training program

2.1 Content of Training

The training program should start with the basic and should cover every topic in detail. The training program must cover following topic in theory as well as practical also:-

1. Overview of banking
2. Financial accounting and mathematics.
3. Professional skills, Financial products and services.
4. Regulatory environment.
5. Effective business communication.
6. Customer services.
7. Retail Banking
8. Selling skills and techniques.

2.2 Duration

The duration of the training program will be 6 to 9 months. Out of which duration of class room training and internship period should be made clear by training provider.

3. Qualification Criteria

The evaluation of proposals and selection of bidders will depend on following criteria :-

3.1 Bidder must be a company incorporated under Indian Companies Act, 1956/The Partnership Act, 1932.

3.2 The Bidder should have been in operation in any state of India for a period of at least 5 years as of 31-3-2012, as evidenced by the Certificate of Incorporation and Certificate of Commencement issued by the Registrar of Companies.

3.3 The bidder should submit audited copies of Balance Sheet and Profit & Loss Account of Financial Year 2008-2009 and 2009-10 and 2010-2011. (Copies should be enclosed with the Technical Bid).

3.4 The bidder having an average annual turnover of Rs 5.00 Cr. during the last three financial years, as evidenced by the audited accounts will be given preference.

3.5 The Bidder having a equity partnership with leading bank in India will be given preference. (Supportive documents should be enclosed).

3.6 The Bidder having the experience of implementing similar employability programmes in banking sector with at least one order worth Rs. 1 Million will be given preference. The documentation of these Projects should establish bidder's experience in employability programme in banking sector (supportive documents should be enclosed).

3.7 The bidder having training and placement experience of SC/ST candidates in banking sector under Government sponsored programmes will be given preference. (supportive documents should be enclosed)

3.8 The bidder having training centers and infrastructure in Chhattisgarh will be given preference. (Attached the list of training centers).

3.9 The bidder must provide details of classroom training and duration of internship and letter of assurance for placement of candidates after completion of training.

3.10 The bidder must provide nature of assignment and details of salary (range of annual package) that will be offered to the successful candidates after placement.

4. EVALUATION OF FINANCIAL BIDS

4.1 The Financial Bids of the Short-listed Bidders shall be opened in front of the authorized representatives of the Short-listed Bidders .The lowest Financial bidder will be awarded 100 points and the rest are awarded points proportionately.

4.2 SELECTION OF SUCCESSFUL BIDDER : The selection of bidder is on Quality Cum Cost Basis (QCBS) Selection method. Since the selection of the successful bidder is based on QCBS method, **the 75% of Technical score and 25% of Financial score** are clubbed to arrive at the successful bidder for the award of contract as the Training Partner for that particular course. Criteria for awarding technical scores will be decided by the departmental selection committee. Decision of committee will be final.

5. Student Selection Criteria

5.1 The Conditions

The following conditions should be fulfilled for selecting the candidates for the program:-

A. The students should be domicile of Chhattisgarh state.

B. The students shall be from Scheduled Tribe Category.

C. The students should belong to the list of B.P.L. family as declared by Chhattisgarh Government.

D. Other criteria for selecting candidates will be jointly decided by the department and the successful bidder.

5.2 Procedure for selecting the candidate

a) The Department of Scheduled caste and Schedule Tribe Welfare Department will publish an advertisement in the news paper with circulation across the state.

b) The eligible candidates can apply with essential details like Name of the candidate, Date of Birth, Name of the Father and Profession, Caste, Total Annual Family Income, Educational Qualification with % of Marks, Permanent Address, Present Address for correspondence and Contact Numbers.

c) Based on the applications received from students, the departmental selection committee will screen and select students for the training program with the help of institution selected for impart training under above program. The interested candidates will have to go through interview sessions.

d) The names of selected candidates will be displayed on the Government notice board as well as selected candidates will be informed by post.

6 The response to the EOI :

6.1 Technical / Qualifying

The interested firm must submit their proposal in prescribed application form along with the following document without any deviation:-

6.1.1 Complete Profile of the company / firm.(with registration number and date).

6.1.2 Audited copy of Balance sheet and Profit & Loss account of last 3 financial years showing the turn over of the company.

6.1.3 Bidder's partnership documents with the leading banks.

6.1.4 Experience of implementing training programmes in banking sectors.(List of reference where the Government funded training program already implemented)

6.1.5 Experience of training to candidates including STs in banking sectors.

6.1.6 Faculty details involved for training programmes.

6.1.7 Training centers and other infrastructure available for training.

6.1.8 Content of training course for each topic.

6.1.9 Letter of assurance regarding employment of all the trainees sponsored for training by the department with following details:-

a Scope of Employability
(List of banks/offices where trainees will be accommodated.

b Nature of Job

c Range of Salary

d MOU paper with job provider companies (if available)

e Guarantee of Employment (in percentage)

6.1.10 A draft of Rs. 3,00,000 (Three lakh) payble to Commissioner , SC & ST Development Department , Pt. RSU Campus , Raipur as security deposit must be submitted with technical bid. This amount is liable to be ceased by the department in case of non compliance to the given conditions.

6.1.11 All other supporting documents to meet the qualification criteria as mentioned in section 3.

6.2 Financial Bid

a. The interested firm must submit their financial bid in a separate envelop clearly stating the training charges per candidate. No other charges like service tax etc. will be paid other than the rate quoted above.

b. Financial bids will be opened of the proposals which are technically approved by the departmental selection committee.

6.3 The response documents shall be addressed to :

Commissioner
SC & ST Development Department Pt. Ravishankar Shukla University campus
Government of Chhattisgarh
Raipur

Please note that proposals received by facsimile or electronic mail will be rejected.

6.4 Cost of responding

The respondent shall bear all costs associated with the preparation and submission of its proposal and the Government of Chhattisgarh will in no case be responsible or liable for those costs,

regardless of the conduct or outcome of the responding process. Application form and other EOI detail can be obtained from the Office of The Commissioner SC & ST Development Department Raipur, paying in cash Rs. 5000/- on or before 28th of June 2012 by 5 pm.

In case the application form for the EOI is downloaded by the bidder from the departmental website, the cost of application form Rs. 5000/- must be submitted in cash to the department at the time of submission of the final proposal.

6.5 Acceptance or Rejection of proposals

The Department of Scheduled caste and Schedule Tribe Welfare reserves the right to accept or reject any proposal and to annul the process and reject all proposals at any time prior to the award of the contract, without thereby incurring any liability to any respondent or any obligation to inform the respondent of the grounds for its action.

6.6 Clarification about EOI Document

All correspondence related to the contract shall be made in English or Hindi and in writing. Any clarification sought by the respondent in respect of the project shall be addressed at least five (5) days before the deadline for submission of responses, in writing to the Commissioner – Scheduled Caste and Schedule Tribe Welfare Department Chhattisgarh ,Raipur. Enquires made on telephone will not be attended.

6.7 Deadline for the submission of proposal

All proposals addressed to the **Commissioner, Schedule Caste & Schedule Tribe Department Government of Chhattisgarh, Raipur** must be received **on or before 30th June. 2012** during the office time either by post or by hand at Head office Raipur.

Proposals received after the above specified date and time may not be considered.

Application form of EOI
for
Placement Linked Training in Banking Operations
(Technical Bid)

Please specify the following:

No	Description	Response
1	Name of organization (full corporate name and any relevant business name(s)	
2	Date of incorporation (dd/MM/yyyy)	
3	Certificate of incorporation number (please provide a copy of your incorporation certificate)	
4	Head Office Address with contact numbers	
5	Postal address in Chhattisgarh State with contact numbers	
6	Name and address of main contact person including current position/title, telephone, fax and e-mail address	
7	Audited copy of Balance sheet and Profit & Loss account of last 3 financial years showing the turn over of the company and copy of income tax return of last 3 years.	
8	Bidder's partnership documents with the leading banks	
9	Total number of professional staff (Management / training faculties etc.)	
10	Content and duration of Training programme.(as mentioned in para 2.1 and 2.2)	
11	Previous Experience (as mentioned in para 3.6 and 3.7)	
12	List of training centers and infrastructure available for training.	
13	Details of placement assurance (as mentioned in para 6.1.9)	
14	Details of Security Deposit	a. Name of the Bank b. Amount c. Draft No. and Date

Signature & Seal of Applicant

Application form of EOI
for
Placement Linked Training in Banking Operations
(Financial Bid)

Please specify the following:-

1	Name of the Organization	
2	Name of the training Program	
3	Duration of training Program	
4	Training Charges (per candidate).	
	TOTAL CHARGES PER CANDIDATE	

Signature & Seal of Applicant