

National Backward Classes Finance & Development Corporation

A GOVERNMENT OF INDIA UNDERTAKING UNDER MINISTRY OF SOCIAL JUSTICE AND EMPOWERMENT

Offers are invited from Experienced Central/State Govt. evaluating Agencies/ Universities and Management Institutes recognized by UGC/AICTE, etc. for inspection and evaluation of 2700 trainees trained by Apparel Training and Design Centre (ATDC) under Skill Development training programme of NBCFDC with CSR funds received from Power Finance Corporation (PFC).

The organizations having past experience of such evaluation studies will be preferred.

The detailed information is available on the website of NBCFDC i.e., www.nbcfdc.gov.in

Interested organizations may submit their Quotes **latest by 12.00 noon of 26th March 2015** in separate sealed covers to be Super-scribed as "**QUOTATION FOR INSPECTION OF TRAINEES**"

addressed to :-

The Managing Director,
National Backward Classes Finance & Development Corporation,
5th Floor, NCUI Building, 3, Siri Institutional Area, August Kranti Marg, New Delhi-110 016.
Tel : 26511027, 26511028 Fax : (011) 26850086

The tenders will **BE OPENED at 15.00 hrs on 26th March 2015** in the presence of the bidders who wish to be present on that time and date.

The sealed quotes, shall consist of 2 parts – "**Technical bids**" & "**Financial bids**".

Different Agencies may be awarded work in different States.

It may please be noted that the decision of the Management of NBCFDC shall be FINAL & BINDING on all the parties.

For settlement of any disputes only Courts in Delhi shall have jurisdiction.

Scope of work

Physical inspection of the individual Trainees to know;

- (i) Impact of NBCFDC schemes on Socio-Economic condition of the trainees;
- (ii) Difficulties, if any faced by trainees in obtaining the training assistance and time taken in availing training and suggestion for improvement.
- (iii) Has the Trainee applied for loan under NBCFDC Scheme after completion of training and if yes, the status of application
- (iv) Status of trainees w.r.t self employment/wage employment

(a) Terms of Reference

- (i) The Evaluating agencies are required to physically inspect and verify the assigned number of the trainees trained under Skill Development Scheme by ATDC .(The details of trainees will be made available by NBCFDC)
- (ii) Total Number of 2700 trainees trained by Apparel Training and Design Centre (ATDC) in its various centres are to be evaluated by the Agency.

- (iii) Geographical area of the evaluation study will be four states viz. Haryana, Himachal Pradesh, Rajasthan and Uttar Pradesh.
- (iv) The objective of the study is to ascertain
 - a) **% of Trainees who successfully completed the Training(with attendance 80% and above).**
 - b) **Incremental income of the trainees after successful completion of training programme. Salary, if Wage employment.**
 - c) **% rural and urban areas (separately should be indicated)**
 - d) **% age of Male/Female, self/wage employment(separately should be indicated).**
 - e) To know whether the training Program contents were relevant for Trainee.
 - f) Suggestion for Skill Development Training Programme which may be organized in particular State/area (as per need and having employment Opportunities) viz Skill Gap Analysis.
 - g) Whether the Trainees applied/availed loan after completion of training under NBCFDC Scheme.
- (v) Documentation of Minimum 05 Case studies of trainees and 5 Success Stories under training Scheme evaluated with photographs
- (vi) Documentation of best practices followed for the implementation of training scheme.
- (vii) The draft report be submitted within 45 days of assignment of the study.
- (viii) Final Report (3 copies) for assignment, be submitted within 15 days of submission of the Draft Report.
- (ix) A Demand Draft of Rs. 25,000/- (Rupees Twenty five thousand only) towards EMD in the name of NBCFDC, payable at New Delhi, should be enclosed with the financial Bid. The EMD will be refunded to unsuccessful bidders without interest within three months.
- (x) The details of PAN No., TAN No., Service Tax No., for Tax Deduction at Source RTGS Details etc be submitted along with bid document.
- (xi) Tax exemption certificate, if applicable.

2) Terms of Payment

- (a) 50% of cost of assignment will be released on acceptance of terms and conditions mentioned in the Sanction letter **alongwith Bond on Rs. 100/- stamp paper for the amount and submission of Questionnaire by the evaluating agency..**
- (b) Balance 50% of the cost of study will be released after submission of final report and submission of proper bill along-with, PAN No., TAN No., Service Tax No., RTGS Details, Bank Mandate(Printed) format in original etc. if not already provided
- (c) Questionnaire duly filled by the Evaluating agency should be sent alongwith the final report.
- (d) Report should also contain documentation with photographs of successful trainees.

The interested parties may submit the information in the following format:-

Technical Bid(To be Submitted in separate Sealed Envelope)

Sr. Nos.	Particulars	
1	<u>Detail about the Organisation</u> <u>Its Legal Status</u> Name of the Organisation Address Telephone/Fax Nos. Website E-mail Address	
	Name of the Chief Executive of the Organisation	
	Date, Month & Year of Incorporation	
	Registration/Incorporation Detail (please attach copy Registration/Incorporation as the case may be) ESI, EPF, Service Tax,VAT,etc.(Attach Detail)	
	Validity of Registration should be upto 31.03.2016	
	Is your Organization Exempted from IT Deduction (If Yes, Please attach a copy of exemption letter)	
	PAN/TAN Nos. (please attach Pan/Tan copy)	
	<u>Nature of the Organisation</u> Organizations/Limited company under administrative control of Govt./Corporation/Co-operative Society/Govt. owned/Quasi Govt./PSU/Central University}/any other organization	
	Name of the Banker with address & telephone Nos. where the organization maintains A/c	
	Type of Account and its Account Number	
	Mandate Form in original (Printed)	

2	<u>Profile of Core Areas of Operation of the Organisation</u> (i) Domain skill in handling social welfare sector schemes. (If yes, provide detail in support)	
	(ii) Proven Experience in undertaking similar impact study for social sector firms/organizations. (If yes, provide detail in support).	

3	Annual Value of Contract of the Organisation (Annual Value of Contract should be at least Rs. 10 lakh in each of the last 3 immediately preceding financial years)													
	<table border="1"> <thead> <tr> <th>Sr Nos.</th> <th>Year</th> <th>Amount of Contract in Rs.</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2011-12</td> <td></td> </tr> <tr> <td>2</td> <td>2012-13</td> <td></td> </tr> <tr> <td>3</td> <td>2013-14(Audited or Otherwise)</td> <td></td> </tr> </tbody> </table>	Sr Nos.	Year	Amount of Contract in Rs.	1	2011-12		2	2012-13		3	2013-14(Audited or Otherwise)		
Sr Nos.	Year	Amount of Contract in Rs.												
1	2011-12													
2	2012-13													
3	2013-14(Audited or Otherwise)													
	Please enclose audited Balance sheet as proof.													

7	Detail of Financial Parameters to be culled out of the Audited Financial Statements of last 3 financial years (2011-12, 2012-13 & 2013-14)				
Sr No.	Particulars	2011-12	2012-13	2013-14	Remarks
i)	Net Worth				
ii)	Profit/Loss				

8	Experience by way of at least 3 similar Assignments already undertaken in the last 5 years for Govt. of India/PSUs. Detail may be provided alongwith Work order/Work completion Certificate in the following format:-								
S Nos	Name of the Project/Study (Starting from latest work awarded) during last 3 years	Year of Study	Period of the Study	Year of Completion	Value in Rs/Lacs	Name of Ministry/PSU/ Dept.	Short description of the Project/ Study	Whether project completed successfully	Contact details alongwith phone nos. of the Nodal Person of the agency

Copy of work completion certificate to be provided.

9	Approach & Methodology for completing the present assignment.	
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10	Time to be taken for trainees inspection	
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11	Any other item which may appropriately highlight your expertise in preparing Inspection /Evaluation of Trainee study	
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Certified that the above details are true to the best of our knowledge /Company records.

The Terms & Conditions as laid down in the Quotation Document are acceptable to the Organisation. We also accept the Arbitration by Managing Director, NBCFDC as full, final & binding in case of any dispute arising while preparing the report on Trainee inspection work.

Signature and seal of the authorized signatory with date

Financial Bid (To be submitted in separate Sealed Envelope)

The evaluating agency will have to verify assigned number of trainees in the selected states wherein training have been given through ATDC under CSR funds from PFC.

The Financial Bid should include the TOTAL cost plus Statutory Tax etc as applicable, for conducting the study.

The financial cost may be indicated statewise as under:

Name of State		No. of trainees to be evaluated
Himachal Pradesh	-	150
Haryana	-	1010
Rajasthan	-	480
Uttar Pradesh	-	1060

NBCFDC will have the right to decide the number of trainees to be evaluated by one bidder or more than one bidders.

The Technical Bid & Financial Bid should be submitted in two separate envelopes.

The Bids will be evaluated by an Internal Committee in NBCFDC and its decision will be final.

Separate sheet may be submitted for each State.

Conditional bids will not be accepted.

The Financial Bid should be submitted in the following format.

Sr Nos	Particulars	Amount in Rs.	
		Number of Trainees	Total cost all Inclusive (Statewise)
1	Cost of the whole assignment Statewise		
2	Validity of bid (Minimum 30 days)		

Signature and seal of the authorized signatory with date