

Ref. No. RGUKT/Proc/T&P/T05/2014, dated.28.07.2014

BID DOCUMENT

Open Competitive Bid (OCB)

For

Preparing Students of RGUKT at their three campuses i.e. Basara (in Telangana State), Nuzvid and RK Valley (in AP State) for successfully facing the Selection Processes of Various Employers and Campus Recruitment

Proprietary & Confidential



**RAJIV GANDHI UNIVERSITY OF KNOWLEDGE
TECHNOLOGIES**

**Ground Floor, Vindhya C4 Building,
IIIT-H Campus, Gachibowli
HYDERABAD- 500 032**

Phone: 040-23001830

Proprietary & Confidential

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Newspaper advertisement
Tender Notice



**RAJIV GANDHI UNIVERSITY OF KNOWLEDGE
TECHNOLOGIES**
Ground Floor, Vindhya C4 building,
IIIT- H Campus, Gachibowli,
HYDERABAD- 500 032
Phone: 040-23001830

Ref: RGUKT/Proc/T&P/T05/2014, dated.28.07.2014

Separate Sealed Tenders are hereby invited from reputed organizations for conduct of training programme for students of RGUKT to face selection processes of various organizations including campus recruitment and to enhance communication skills at each of the three campuses of RGUKT located at Basar(Adilabad District) of Telangana State, Nuzvid(Krishna District) and RK Valley (Idupulapaya, YSR Kadapa District) of Andhra Pradesh. Bidders should submit sealed tenders for each campus separately along with all required documents.

Last date of submission of tender along with EMD as specified in the bid document is on 12.08.2014 before 04.00 pm.

Interested parties can collect the Tender document from the office of the Registrar RGUKT from 28.07.2014 to 11.08.2014 up to 05.00PM against payment of Rs. 2,000/- towards the cost of each Tender document fee (non-refundable) through D.D. drawn from any Nationalized Bank, in favour of "REGISTRAR, RGUKT" payable at Hyderabad. For further details, visit our website www.rgukt.in

Sd/-
Registrar

Date:28.07.2014

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Time schedule of various tender related events

Bid calling date	28 .07.2014
Sale of bid document	From 28.07.2014 to 11.08.2014 up to 05.00PM
Pre Bid Meeting	06.08.2014 at 04.00 PM
Bid closing date/time	12.08.2014 at 04:00 PM
Technical Bid Opening date/time	12.08.2014 at 04:30 PM
Price Bid opening date/time	16.08.2014 at 04:00 PM
Bid Document fee	Rs.2,000/- for each campus separately (by way of DD from any Nationalized Bank)
Contact person	Registrar, RGUKT
Reference No	RGUKT/Proc/T&P/T05/2014

Note: Only bidders who have purchased the Tender documents are allowed to participate in Pre-bid meeting.

Registrar,
RGUKT

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TENDER FORM

(Not transferable)

Reference No. RGUKT/Proc/T&P/T05/2013 Dated. 28.07.2014

Subject: Invitation of separate tenders for preparing the students of RGUKT at each of the three campuses located at Basar(Adilabad District) of Telangana State, Nuzvid(Krishna District) and RK Valley (Idupulapaya, YSR Kadapa District) of Andhra Pradesh for successfully facing selection processes of employers including campus recruitment- Reg..

Last date and time for submission of the TENDER AT RGUKT, Vindhya-C4, IIIT Campus, Gachibowli, HYDERABAD is **12 .08.2014 up to 4:00PM**

Dear Sir/Madam,

A. RGUKT invites sealed tenders comprising technical bid and price bid separately from reputed Organisations/Companies engaged in preparing college students to successfully face selection processes of employers including campus recruitment for its three campuses located at Basara (Adilabad Dist) of Telangana state , Nuzvid (Krishna Dist) and R K Valley (Idupulapaya, YSR_Kadapa Dist) of Andhra Pradesh state . Bidder should clearly mention Tender for "Preparing B.Tech. students of RGUKT at campus to successfully face Selection Processes of Employers including campus recruitment on the envelope. Separate tender for each campus should be submitted.

B. The Tender form consists of 20 pages of which pages from 8 to 11 are eligibility criteria and page No.12 to 16 contains requirement and scope of the work. Page 20 has the format for financial bid. The duly completed Technical Bid together with a copy of the bid document (this tender) signed on all pages by the Bidders authorized signatory and the Price Bid should be kept in separate sealed covers (Cover 'B') . These sealed covers must be submitted in a sealed master envelope super scribed "**Tender for Preparing B.Tech Students of RGUKT to successfully face selection processes of employers at campus of RGUKT**". The last date for submission of bid is **12.8.2014 and closing time is 04:00 PM.**

C. Submission of the tender for three campuses together in single bid (for all students) WILL NOT BE CONSIDERED. Separate bids must be submitted for each campus. The Sealed Tenders should be deposited in the Tender box kept in the office of Registrar, RGUKT, Hyderabad up to **04:00 P.M. on 12.8.2014.**

For any clarification and further details on the above tender please contact by Telephone No: 040-23001830 or Contact in Person during office hours.

Thanking you
Yours faithfully,
Registrar, RGUKT.

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STATEMENT OF IMPORTANT LIMITS/VALUES RELATED TO BID

ITEM	DESCRIPTION
EMD	Rs. 1,00,000/- per campus by way of Demand Draft from any Nationalized Bank or by way of irrevocable bank guarantee from any Nationalized Bank only. DD/BG from other than Nationalized Banks will not be accepted.
Bid Validity Period	90 days from the date of opening of Financial bid
EMD Validity Period	90 days from the date of opening of Financial bid
Completion Period of Programme	Within the dates specified in the tender (25.08.2013 to 30.04.2015)
Variation in completion of Programme	06 days
Partial completion of the Programme	Payment will not be made for partial completion of Programme under any circumstances
Period for furnishing Performance Security Deposit	Within 10 days from date of receipt of award
Programme Schedule	Bidder shall commence and complete the Programme as mentioned in the tender
Performance security value	5% of contract value by way of irrevocable Bank Guarantee from any Nationalized Bank
Performance Security Validity Period	12 months.
Period for signing the order Acceptance	Within 7 days from date of receipt of notification of award
Sealed tenders	Separate sealed tenders for each campuses for Preparing the B Tech students of RGUKT at the three campuses of RGUKT located at Basara(Adilabad District) of Telangana State, Nuzvid(Krishna District) and RK Valley (Idupulapaya, YSR Kadapa District) of Andhra Pradesh for successfully facing selection processes of employers including campus recruitment

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1. REQUIREMENT

To prepare the students of Rajiv Gandhi University of Knowledge Technologies (RGUKT) in each of the three campuses, approximately 1800 students at each campus (part-A) and 3800(part-B) to face selection processes of various organizations including campus recruitment and to enhance communication skills. The programme should include soft skill development - aptitude and communication skills by conducting class room training, mock online tests to evaluate aptitude and communication skills and availability of online question bank etc and preparing the students for group discussion and interviews by a mock GD and Interview on proper grooming and body language during formal communication etc, conducting	Total No .of students including in all the three campuses (approx.): 5400 (PART-A) and 11,400(Part-B))
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2. SCOPE OF WORK:

PART-A

- (i) To prepare the B. Tech students of Rajiv Gandhi University of Knowledge Technologies (RGUKT) at each of their three campus (At Basara, Adilabad district-Telangana State; at Nuzvid, Krishna district, Andhra Pradesh; at RK Valley Idupulapaya, YSR Kadapa district-Andhra Pradesh) to face the selection processes of various government and private organization including campus recruitment by a programme conducted by professionals in the field, during the period 25.08.2014 to 15 .12.2014 for part-A and 25.8.2014 to 30.4.2015 (part-B)
- (ii) The programme should be commenced and completed during the period 25.8.2014 to 15.12.2014 (part-A) and 25.8.2014 to 30.4.2015 (part-B). No other dates will be considered. No class room training on Saturday, Sunday and Public holiday is permitted.
- (iii) The approximate number of students at each of the RGUKT campuses are as follows :

Part-A

- RGUKT(APIIT) at Basara, Adilabad (District- Telangana state) : 1800
- RGUKT(APIIT) at Nuzvid, Krishna (District-A.P state) : 1800
- RGUKT(AP IIT)at R K Valley, Idupulapaya,YSR Kadapa (District-A.P state): 1800

Total Number of students = 5400-part A) with variation in the no. of students up to +- 10% to be considered in each campus. The students are talented, the best among the rural youth -of Telangana and Andhra Pradesh states.

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- (iv) The Engineering Disciplines of the students : : Chemical, Civil, Computer science, Electronics & Communications, Mechanical and Metallurgical and Materials engineering
- (v) The various modules of the Programme should include some for improving the communication and soft skills, including inter-personal skills and build self-confidence of the students to face selection processes of various organizations.
- (vi) Some other modules to be planned to prepare the students to take online as well as the written tests (Aptitude, critical reasoning and logical analysis) which form part of many selection processes and Group Discussions and Interviews by reputed companies recruiting engineers in different disciplines such as Computer science and Information technology and the Core fields of Civil, Mechanical, Chemical, Electronics & Communications , Metallurgical and Materials Engineering by private, government and public sector undertakings and other organizations.

(vii) Nature of Programmes required- PART: A (for approxi . 1800 students in each campus)

- a) **Aptitude training:** Students would be divided into two groups of size 900 (approximately ie. Group-I and II) in each campus. Further each group would be divided into small batches of say 70 students. Training Programmes should be conducted to each batch of students (70 Nos) with an appropriate qualified and experienced trainer initially on the approach/methodology to be adopted for solving aptitude, reasoning and logical based questions of the typical job recruiter. And also to explain and demonstrate about preparation for the personal interview and group discussion including dressing, formal greetings and other mannerisms etc.

In the Aptitude training, a total of 25 hrs of class room interaction from Monday to Friday (Timings: 10:15 am to 12:45 pm & 5:30 pm to 8:00PM) to be conducted as per with following breakup: *Verbal – 1day (5 hrs), Quantitative – 1.5 days (7.5 hrs), Logical – 1.5 days (7.5 hrs) and English communication/Soft skills / dressing, formal greetings and other mannerisms – 1 day (5 hrs)*. Total 25 hrs; No. of students to be trained at a time is approximately 900 (Group-I) and thereby *no. of trainers required: minimum of 13 No's*. RGUKT would video record the entire aptitude training (25 hrs) imparted by all trainers and this would remain the property of RGUKT. Normally aptitude training should be completed in 05 days; however one day is kept as reserve day.

- b) To conduct **online Diagnostic test -I** in verbal, quantitative, logical reasoning for 900 students (Group-I) in two each batches with one day gap (including reserve day) after aptitude training.

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- c) At the end of the diagnostic test-I (**90 minutes duration**) each student should be provided with **feedback** (hardcopy) with signature of the trainer/s based on (a) Aptitude class room interaction (b) diagnostic test-I on verbal, quantitative, logical and soft skills within three days of the test . In addition to the above, measures to improve the on the above qualities to be provided to each student in the feedback. Also report on performance of all students to be provided to RGUKT (in pdf format- softcopy) within one week of the test. *Feedback format of aptitude skills (hardcopy) adopted by trainer should be submitted along with tender document.*
- d) To conduct similar exercise i.e item (a) to (c) for remaining students of RGUKT (Group-II) with similar approach. One aptitude trainer for 70 students.
- e) **To conduct Mock personal interview (PI)** along with video recording to prepare for job interview - one to one (student to trainer): Duration for each student: Minimum of 30 minutes (20 minutes for mock interview followed by an analysis cum feedback session with the help of the video recording for improvement). Timing: 10.15 to 12.45 PM and 5.30 to 8.00 PM (Monday to Friday). *No. of soft skill trainers: 10; Max. No. of mock PI/day/trainer: 10. Normally mock PI should be completed in 09 days time, however 01 day is provided as reserve day.*
- f) Based on the mock PI, trainer should evaluate the performance of each student and provide the **feedback (hardcopy)** in a properly designed format with signature of the trainer. The feedback should reflect the strength and weakness of each student in terms of English communication (errors committed), pronunciation, body language and other skills required to face recruiter's job interview and measures to improve. Report on performance of all students in mock PI should be submitted to RGUKT (in pdf format - softcopy) highlighting strength and weaknesses of students in the above domains. *Feedback format (hardcopy) adopted by trainer of mock PI should be submitted along with tender document.*
- g) To provide relevant video clip and feedback on Mock-PI (strengths and weaknesses) to each student on the same day & obtain signature from student for record. Also to submit feedback in mock PI of all students (in pdf format-softcopy) at the end of mock PI programme to RGUKT. Further it is required to submit the one copy of video clips of all student mock PI (in hard disk) to RGUKT at the end of mock PI programme.
- h) **To critically review the mock PI** of all students from video clips by conducting a 05 hr session (one day) class room interaction session with soft skill trainers.

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Each trainer should handle the students whom he/she has conducted mock PI and max. Students in each batch: 70 for one trainer. Interaction session should include demonstrating good practices of personal interviews from the video clippings of student mock PI of RGUKT. Do's and Don't to be followed in personal interview (PI) of recruiters also be to demonstrated.

- i) **To conduct class room interaction session on Verbal ability/communication (English) skills** for 70 students in each batch and no. of verbal ability (English) trainers required would be 13 No's at a time (Total students: approximately. 900) and duration: 45 hrs (09 days)- Monday to Friday: 10.15 AM to 12.45 Noon and 3.30 to 8.00PM). The interaction should include measure to improve listening, reading, writing and speaking skills of each student and also individual grammatical corrections (To use good existing video lectures for demonstration and to video capture min. of 10% of above student classroom interaction for analysis and correction) and also practicing sessions on the above. Further to conduct online tests (05 Nos) of min 45 minute duration on verbal ability of the students. Based on the (a) classroom interaction and (b) verbal ability tests, feedback (hardcopy) on the performance of the students should be provided to each student. Also to identify the individual English grammatical errors made by each student (minimum 20 No's) during the interaction. Trainer should correct all these grammatical errors for each student. Errors made by the student and the corrections suggested by the trainer should be reported in the feedback with the signature of the trainer. Report on performance of students in soft skills should be provided to RGUKT (in pdf format-softcopy). *Feedback format of verbal ability (hardcopy) adopted by trainer should be submitted along with tender document.*
- j) **To conduct Mock Group discussion (GD)** with 12 students in each group by one soft skill trainers along with RGUKT nominated team: Duration of the mock group discussion: min 50 minutes for each group (Mock Group discussion for 30 minutes & suggestion to improve 20 minutes_with the help of recorded video). No. of trainers at a time: 06; Timing: 10:30 to 12:30 and 5:30 to 8:30 PM (Monday to Friday). Further GD video clip should be provided to all students on the same day along with feedback-hardcopy (strength and weakness and measures to improve) and obtain signature from students and also to submit report on performance (consolidated) of each student to RGUKT(in softcopy). *Feedback format of mock GD (hardcopy) adopted by trainer should be submitted along with tender document.* Further it is required to submit the one copy of video clips of all student mock GD (in hard disk) to RGUKT at the end of mock GD programme.

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- k) **To conduct diagnostic test-II (90 minutes duration)** at the end of the mock GD. Based on performance in diagnostic-I and II tests, analyse the performance and provide the feedback to each student (hardcopy) as well as RGUKT (in pdf format- softcopy)
- l) **Finally to conduct a class room interaction session for students of 70 in each group with aptitude and soft skills trainers** (05 hrs each- 01 day each) for question and answer session after both aptitude, soft skills, mock PI and mock GD are completed. Day-01 with aptitude trainers (13 Nos) and day 2 with verbal ability (English) trainers (13 Nos). No. of students to be covered at a time: 900. After completing this exercise for group –I students, the same should be extended to remaining students (Group-II). The entire exercise should be completed before second week of November, 2014.
- m) In addition to training in aptitude, communication, conducting mock PI and GD and providing feedback on student performance each component, mock online tests of reputed MNC companies are to be conducted on **every Sunday** to all students (Group-I and II) in three batches commencing from Ist Sunday after the work is awarded and end by second week of Dec, 2014. No. of tests to be conducted: 12 Nos. In order to conduct the tests, online access should be possible either from server/s of the bidder or RGUKT campus server/s as per the decision of RGUKT authorities. At least two responsible persons should be available in campus for conducting the test and to attend any problem faced by the students. Name of the persons available should be intimated to RGUKT authorities. Further feedback to each student from online test is to be provided i.e strength and weaknesses and also measures to improve should also be indicated. The feedback should be made available to students within 2 days after the test i.e. by Tuesday. In addition to the above, student attendance in each test as well as performance of each student in each test should be submitted to RGUKT (in pdf format- softcopy once in a week).
- n) As soon as the training on particular part (aptitude, mock PI, verbal ability, etc.) is completed, each student should be provided with feedback related to that part (with the signature of trainer) and obtain signature from the student for the record. Report on submission of all feedbacks to the students should be submitted to RGUKT.
- o) Training would be suspended in case of any exams / campus drives or other any reasons as decided by RGUKT. However in such cases information would be communicated to representative of the trainers well in advance i.e 03 days.

Example of the training schedule:

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Part-A (assuming training would commence from 25th Aug, 2014, otherwise also similar pattern to be followed leaving Saturday, Sunday & public holidays)

SNo	Item	Time Frame for	
		Group-I	Group-II
1	Aptitude training	25 th Aug to 28 th , 1 st Sep (2 nd Sep-reserve): 06 days	8 th Sep to 12 th Sep(15 th Sep-reserve):06 days
2	Diagnostic test-I	4 th Sep, 2014	17 th Sep, 2014
3	Mock PI	8 th Sep to 12 th Sep & 15 th to 18 th Sep(19 th Sep-reserve): 10 days	19 th Sep, 22 nd to 26 th sep& 29, 30 th Sep, 1 st Oct (6 th Oct- reserve day): 10 days
4	Review on mock PI	20 th Sep, 2014	7 th Oct, 2014
4	Communication Skills	22 nd to 26 th sep& 29, 30 th Sep, 1 st Oct, 6 th Oct (7 th Oct- reserve day): 10 days	8 th Oct to 10 th Oct& 13 th to Oct 17 th Oct & 20 th Oct (21 st Oct-Reserve days): 10 days
5	Mock Group Discussion	8 th Oct to 10 th , 13 th & 14 th Oct- 15 th Oct-reserve) : 06 days	27 th Oct to 31 st Oct; 5 th Nov (6 th Nov-Reserve day):07 days
6	Diagnostic test-II	17 th Oct, 2014	10 th Nov, 2014
7	Two days class room interaction	20 & 21 st Oct, 2014	12 & 13 th Nov, 2014
8	Feedback	21 st Oct, 2014	13 th Nov, 2014
9	Mock online test (three groups)	Every Sunday commencing from 31 st August (except 5 th Oct, 2014) to second week of Dec, 2014	

Scope of the work: PART- B

- To prepare the B. Tech students of Rajiv Gandhi University of Knowledge Technologies (RGUKT) at each of their three campus (At Basara, Adilabad district- Telangana State; at Nuzvid, Krishna district, Andhra Pradesh; at RK Valley Idupulapaya, YSR Kadapa district-Andhra Pradesh) to face the selection processes of various government and private organization including campus recruitment by a programme conducted by professionals in the field, during the period first week of awarded of the work (tentatively 31.8.2014 to 30.4.2015 (part-B)
- The programme should be commenced and completed during 31.8.2014 to 30.4.2015 (part-B). No other dates will be considered.
- Number of students at each_of the RGUKT campuses are as follows

Part-B

RGUKT (APIIIT) at Basara, Adilabad (District- Telangana state)	: 3800
RGUKT (APIIIT).at Nuzvid, Krishna (District-A.P state)	: 3800
RGUKT (AP IIIT)at R K Valley, Idupulapaya,YSR Kadapa (District-A.P state)	: 3800

Nature of training required

- **Availability of Question bank:** Online question bank with minimum of 10,000 questions on verbal, quantitative and logical questions (with equal no. of question in each part) along with practicing tests (16 Nos) should be made available to **nearly 3800 students of RGUKT (with the variation of ±15%)** from first week of awarding work to end of April, 2015. All technical problems related to online access, mock tests, customized tests should be properly handled. Names of two qualified personnel and their contact details for the above purpose should be made available to RGUKT. Frequency of conducting practicing tests:

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Two (02) per month. In addition to the above, customized model online tests as per requirement of RGUKT (10 nos) should be made available with a notice period of 03 to 04 days. Further **feedback to each student** on performance from each online tests (pdf- softcopy) should be provided with in three days after student attempts the test and also a report of the above to be submitted to RGUKT (pdf format- softcopy) on monthly basis.

Schedule for Part B: 31st August, 2014 to 30th April, 2015

Note: Bidder has to quote financial bid separately for three places. Financial evaluations of the bids will be done place wise.

3. ELIGIBILITY CRITERIA:

- 3.1. This bid is open to all Organization/Companies within India who are eligible to do business under relevant Indian laws as in force at the time of bidding, subject to meeting the pre-qualification criterion. They should provide list of their customers including IITs, NIT's or Central Universities or any other Academic Institutes of National repute with full contact details, for whom they have extended such programmes to prepare their students to face selection processes of employers/campus recruiters. Copies of orders received from the reputed customers in this context need to be submitted.
- 3.2. The bidder should have professionals who have adequate experience in imparting similar programmes for preparing engineering students for facing selection processes of various employers and campus recruitment as required in the tender. Bidder should furnish proof of having such professionals as required in the tender in the previous financial year ending 31st March 2013 as mentioned above. A certificate indicating the Turn Over value details (in Rupees) of subject during the last three financial years 2013-14, 2012-13 and 2011-12 from a Firm of Chartered Accountants must be enclosed (in original) as a proof for Turnover.
- 3.3. The bidder should furnish satisfactory performance certificate from the parties concerned in the Institutions concerned where such programmes have been conducted. RGUKT may contact any such parties to elicit details.

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3.4. Bidder should be registered under VAT Act/CST Act with the relevant State Sales Tax Authorities. He/ she should furnish along with the bid document, the relevant VAT/CST Registration Document and PAN / TAN Card copies.

3.5. All bidders shall also include the following information and documents with their tenders (in the Technical bid cover)

3.5.1. Copies of original documents defining the MOA/ Constitution or Legal status, Place of Registration, and Principal place of Business of the bidding Organization/Company/entity; The written power of attorney of the signatory of the Bid to commit the Bidder has to be furnished if and where needed.

3.5.2. The number of professionals proposed to be engaged for the Programme, names of Professionals from the Organisation/Company / and others whose services are proposed to be requisitioned for the programme along with their qualification, experience.

3.5.3. Latest Income Tax returns and VAT/ CST Returns filed.

3.5.4. List of Present Clientele with contact addresses & telephone numbers.

3.6. All the certificates furnished along with technical bids should be attested by a Gazetted Officer, counter signed by bidder, along with their seal.

The bidders must submit all relevant documentary evidence to support their claim for eligibility in placing bid.

The tenders received without the above documents will be rejected.

4. Evaluation Criteria and Payment Terms

Evaluation criteria	Four parameters: (i) Annual turnover from conducting such programmes for Engineering student during the last three years , (ii) Average number of engineering students for which similar programmes have been offered in the last three years, (iii) Year of establishment of the organization and (iv) Number of qualified professionals readily available, with appropriate weightages of each of the above i) Average Annual Turnover earned from conducting such programmes for Engineering students for the last three years (, 2011-12 ,2012-13& 2013-14) <ul style="list-style-type: none">For every 02 lakhs average turnover :01 points(No points for turnover less than 02 lakhs) upto 50 lakhs and above :25 points
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	<p style="text-align: center;">(maximum)</p> <p>ii) Average number of Engineering students for whom similar programmes arranged in the last three years</p> <ul style="list-style-type: none"> • <i>Every 100 students trained (average three years) : 01point (minimum students to get 01-point- 51) and (No points for students less than or equal to 50) and up to 2500 students and above : 25 point (maximum)</i> <p>iii) Year of establishment of the organization</p> <ul style="list-style-type: none"> • One completed year : 01 point (No point to partial completion of year) and up to 10 years and above : 10 points (maximum) <p>iv) Qualified Professionals and Experience</p> <ul style="list-style-type: none"> • <i>Average relevant experience of Professionals= 05 years (Based on number of Professionals: 36 (aptitude, & Verbal ability trainers (English):13 each; soft skills trainers:10);</i> • <i>Individual Professional experience of 04 years is a must and less than 04 year experience shall not be considered for calculating points</i> • <i>For average 05 years of experience of Professionals (based on 36 trainers) : 20 points</i> • <i>Additional average experience of 01 year (above 05 years) based on 36 Professionals: 4 points</i> <p>Maximum points for experience of trainers : 40</p>
Basis for qualifying in technical evaluation	<p>A total minimum score of 60 from four parameters mentioned in the evaluation criteria to be obtained for qualifying technically. In addition to this, minimum points should be scored (more than 01 point) in each of the four parameters. If the score in any one parameter is zero, it would not be considered for further evaluation even though from remaining parameters minimum total score is obtained.</p> <p>Bidders who qualify technically will only be considered further evaluation</p>
Financial evaluation	<p>Bidder has to quote for both Part-A and Part-B, otherwise Bids WILL NOT BE CONSIDERED. Combined price quoted for Part-A (Unit Price /student without taxes - column 3) and part-B (Unit Price /student without taxes - column 3) in the financial bid would be considered in the financial evaluation. Quotes would not be considered separately for financial evaluation.</p>
Documents to be attached In support of evaluation criteria	<ul style="list-style-type: none"> • Annual turnover on training Programmes conducted for Engineering students (last three years- 2011-12 ,2012-13& 2013-14 should be provided (Auditor's statement). • If total annual turnover that includes earnings from other services, break up of earnings from training programmes conducted for engineering students during last three years should be provided (Auditor's statement). If the above information is missing (break up), no points would be awarded for this criterion while evaluating. • Proof on year of establishment and relevant documents- attested

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	<p>by gazetted officer</p> <ul style="list-style-type: none"> • Documents related to no. of number of Engineering students for which similar programmes arranged in the last three years (2011-12 , 2012-13& 2013-14) attested by gazetted officer • Professionals- Resumes and documents related to their experience attested by gazetted officer • List of professional trainers proposed for each campus and their resumes (minimum 36 No's for each campus-13 No's each for aptitude & verbal Ability (English) trainers, 10 No's for soft skill trainers). Professional trainers name/s listed for one campus should not appear under the list of trainers of other campuses. Such names, if found, will not be considered. List of qualified trainers less than 36 Nos will not be considered. • Tentative date of commencement and completion of Programme (both within the prescribed time – part-A : 25.8.2014 to 15.12.2014 ; Part-B : 31.8.2014 to 30.4.2015)
<p>Payment terms of conditions</p>	<ul style="list-style-type: none"> • Payment for PART-A will be made only after completion of the programme in the prescribed time frame (items – 'a' to 'o' under scope of the work) <ul style="list-style-type: none"> ○ Payment is based on average scores obtained from student feedback (as per Annexure-I , who have undergone the programme & responded) ○ 100% payment on the quoted price for programme based average scores: above 4.5 ○ 95% payment on the quoted price for programme based average scores: 4.0 to 4.49 ○ 90% payment on the quoted price for programme based on average scores: 3.5 to 3.99 ○ 80% payment on the quoted price for programme based on average scores: 3.0 to 3.49 <p>The incumbents are expected to get minimum average score of 3.0. However if the average score is less than 3.0, RGUKT will take a decision on payment and the decision should be binding.</p> <p>Payment for PART-B will be made only after completion of the programme in the prescribed time frame</p> <ul style="list-style-type: none"> ○ Payment is based on average scores obtained from student feedback (as per Annexure-II , who have undergone the programme & responded) ○ 100% payment on the quoted price for programme based average scores: above 4.5 ○ 95% payment on the quoted price for programme based average scores: 4.0 to 4.49 ○ 90% payment on the quoted price for programme based on average scores: 3.5 to 3.99 ○ 80% payment on the quoted price for programme based

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	on average scores: 3.0 to 3.49 The incumbents are expected to get minimum average score of 3.0. However if the average score is less than 3.0, RGUKT will take a decision on payment and the decision should be binding.
Tentative date of commencement of programme and date of completion	<ul style="list-style-type: none">• These dates must be mentioned for each campus by the bidder in the tender.

- Tender with both date of commencement and completion of the programme other than prescribed time (25.08.2014 to 15.12.2014 for part A and 31.08.2014 to 30.04.2015 for Part-B) will be REJECTED.
- Sealed tenders with all required documents should be submitted separately for each campus. Submission of the tender for all campuses together WILL NOT BE CONSIDERED.

NOTE

A complete set of bidding documents may be purchased by interested bidders from the RGUKT contact person upon payment of the bid document price which is non-refundable. Payment of bid document price should be by demand draft / cashier's cheque or certified cheque drawn in favor of "Registrar , Rajiv Gandhi University of Knowledge Technologies " and from any Nationalized Bank and payable at Hyderabad (India).

Only bidders, who have purchased the Tender Documents, are allowed to participate in the Pre-bid meeting.