
	Government eProcurement System	eProcurement System Government of India	
Tender Details		Date : 10-May-2024 04:59 PM	
		 Print	

Basic Details			
Organisation Chain	Indian Institute of Management Sirmaur		
Tender Reference Number	IIMS/PUR/Training-cum-Tech partner/23/2024-25		
Tender ID	2024_IIMS_806875_1	Withdrawal Allowed	Yes
Tender Type	Open Tender	Form of contract	Works
Tender Category	Services	No. of Covers	2
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

Payment Instruments		
Offline	S.No	Instrument Type
	1	Bank Guarantee
	2	Demand Draft
	3	R-T-G-S
	4	NEFT

Cover Details, No. Of Covers - 2			
Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	EMD, Certificate of MSME NSIC
		.pdf	Firm Registration Certificate
		.pdf	PAN registration, GST registration
		.pdf	Declaration/affidavit about nonblacklisting
		.pdf	Work experience certificates, Average Annual Turnover statements duly certified by CA
		.pdf	Duly signed and stamped each page of tender document
		.pdf	Profile of sample trainers, track record of delivery of similar service
2	Finance	.xls	Financial Bid BoQ

Tender Fee Details, [Total Fee in ₹ * - 0.00]			
Tender Fee in ₹	0.00		
Fee Payable To	Nil	Fee Payable At	Nil
Tender Fee Exemption Allowed	No		

EMD Fee Details			
EMD Amount in ₹	2,00,000	EMD Exemption Allowed	Yes
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	The Director, IIM Sirmaur	EMD Payable At	IIM Sirmaur

[Click to view modification history](#)

Work / Item(s)	
Title	NIT for hiring Training-cum-Technology Partner to enhance placement outcomes for the AY 2024-25



Work Description	for hiring Training-cum-Technology Partner to enhance placement outcomes for the AY 2024-25				
Pre Qualification Details	Refer tender documents				
Independent External Monitor/Remarks	NA				
Show Tender Value in Public Domain	No				
Tender Value in ₹	██████████	Product Category	Miscellaneous Services	Sub category	Training cum Technology partner
Contract Type	Tender	Bid Validity(Days)	180	Period Of Work (Days)	365
Location	IIM Sirmaur	Pincode	173025	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	IIM Sirmaur
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates

Publish Date	10-May-2024 06:00 PM	Bid Opening Date	03-Jun-2024 11:30 AM
Document Download / Sale Start Date	10-May-2024 06:00 PM	Document Download / Sale End Date	31-May-2024 05:00 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	10-May-2024 06:00 PM	Bid Submission End Date	31-May-2024 05:00 PM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	Tendernotice_1.pdf	NIT	521.13

Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	Tender Documents	NITcPPP.pdf	Notice Inviting Tender for hiring Training-cum-Technology Partner to enhance placement outcomes for the AY 2024-25.	504.60
	2	BOQ	BOQ_848089.xls	Financial Bid BoQ	322.00

Bid Openers List

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	akdas@iimsirmaur.ac.in	Amiya Das	AMIYA KUMAR DAS
2.	ao_personnel@iimsirmaur.ac.in	HUKAM CHAND	Hukam Chand
3.	aao_purchase@iimsirmaur.ac.in	Sharad Prakash Bhosale	Sharad Prakash Bhosale

GeMARPTS Details

GeMARPTS ID	NSZGDOPVIYON
Description	Training cum Technology Partner to enhance placement outcomes
Report Initiated On	10-May-2024
Valid Until	09-Jun-2024

Tender Properties

Auto Tendering Process allowed	No	Show Technical bid status	Yes
	Yes		Technical Bid Opening



Show Finance bid status		Stage to disclose Bid Details in Public Domain	
BoQ Comparative Chart model	Normal	BoQ Compartive chart decimal places	2
BoQ Comparative Chart Rank Type	L	Form Based BoQ	No

TIA Undertaking

S.No	Undertaking to Order	Tender complying with Order	Reason for non compliance of Order
1	PPP-MII Order 2017	Agree	
2	MSEs Order 2012	Agree	

Tender Inviting Authority

Name	Senior Consultant (Administration)
Address	IIM Sirmaur, District Sirmaur, H.P.

Tender Creator Details

Created By	HUKAM CHAND
Designation	Administrative Officer
Created Date	10-May-2024 04:42 PM





IIM SIRMAUR
KNOWLEDGE . LEADERSHIP

INDIAN INSTITUTE OF MANAGEMENT SIRMAUR

(An Autonomous body under the aegis of Ministry of Education, Govt. of India)

NIT No. IIMS/PUR/Training-cum-Technology partner/23/2024-25 Dated 10.05.2024.

Notice Inviting Tender for hiring Training-cum-Technology Partner to enhance placement outcomes for the AY 2024-25 at IIM Sirmaur, Paonta Sahib, H.P.

Online tendering through CPPP (<https://eprocure.gov.in/eprocure/app>)



Purchase Office
INDIAN INSTITUTE OF MANAGEMENT SIRMAUR,
District Sirmaur,
Himachal Pradesh-173025

Email: purchaseoffice@iimsirmaur.ac.in Website: www.iimsirmaur.ac.in



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ANNEXURE-I**INDIAN INSTITUTE OF MANAGEMENT SIRMAUR,****District-Sirmaur, Himachal Pradesh-173025**NIT No. IIMS/PUR/Training-cum-Technology partner/23/2024-25 Dated 10.05.2024

Indian Institute of Management Sirmaur (IIMS), invites tender in Two Bid Systems (Technical & Financial) through Central Public Procurement Portal (CPPP) for hiring Training-cum-Technology Partner to enhance placement outcomes for the AY 2024-25 at IIM Sirmaur, Paonta Sahib, H.P.

The schedule and other details of Tender are as under:

Description of Tender	Training-cum-Technology Partner to enhance placement outcomes for the AY 2024-25 at IIM Sirmaur.	
Period of Contract	June 2024 to May 2025	
EMD Value (Rs.)	Rs.2,00,000/- (Rupees Two Lakhs only)	
Tender Publish Date & Time	10.05.2024	06:00 PM
Tender Download Date & Time	10.05.2024	06:00 PM
Bid Submission Start Date & Time	10.05.2024	06:00 PM
Bid Submission Close Date & Time	31.05.2024	05:00 PM
Opening of e-Technical bid	03.06.2024	11:30 AM
Opening of e-Financial bid	Will be intimated later	
Performance Security	Rs.2,50,000/- (Rupees Two Lakh Fifty Thousand only)	
Contact Person	Senior Consultant (Administration), Indian Institute of Management Sirmaur, District-Sirmaur, H.P. 173025. Email Id:- sc@iimsirmaur.ac.in , purchaseoffice@iimsirmaur.ac.in Contact No. 01704-277321/312	

Note: This tender document contains 21 pages and bidders are requested to mandatorily sign & stamp on each page. The duly filled in signed & stamped bid submitted by the bidders in an appropriate mode as prescribed in this tender document.

The tender document may be downloaded from the Institute's website www.iimsirmaur.ac.in. & <https://eprocure.gov.in/eprocure/app>. The bidders shall have to submit this tender document in Technical Bid cover duly signed & stamped as per the above schedule on CPP Portal. All the bidders should submit a Demand Draft of **Rs. 2,00,000/- (Rupees Two Lakhs Only)** in favour of "Indian Institute of Management Sirmaur" payable at Paonta Sahib, Distt. Sirmaur, as the Earnest Money Deposit (EMD) or through NEFT in the below bank account:

Name of the Account: Indian Institute of Management Sirmaur

Account Number: 140701000266

IFSC Code: ICIC0001407

Bank Address: Near Y Point, Main Market, Paonta Sahib, Sirmaur, H.P. 173025.



Annexure-II**GENERAL INSTRUCTIONS TO THE BIDDERS**

The Indian Institute of Management Sirmaur (HP) is an Institute of National importance under the aegis of Ministry of Education, Government of India to provide management education of high quality and to promote allied areas of knowledge and inter-disciplinary studies. The Institute invites tender from Registered and reputed agencies / firms including partnership firms for hiring a Training-cum-Technology Partner to enhance placement outcomes for the AY 2024-25 for a batch size of approx. 570 students at IIM Sirmaur from June 2024 to May 2025.

1. GENERAL TERMS AND CONDITIONS:

- 1.1 Please read all terms and conditions carefully before submitting the bids. Incomplete bids and documents will be summarily rejected.
- 1.2 Before submitting the tender bids, ensure that all self-attested documents are attached/uploaded in the technical bid.
- 1.3 **All pages of the tender document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as a token of having accepted all the terms and conditions of this tender.**
- 1.4 Tender shall be submitted in official tender form i.e. through Central Public Procurement Portal only. Tender Bids submitted in any other form Postal/Courier/Emails, shall summarily be rejected.
- 1.5 The bidders are requested to enclose all the requisite documents along with the Technical Bid as per Checklist at **Annexure-VII**.
- 1.6 The name and address of the bidder shall clearly be written in the space provided and no overwriting, correction, insertion shall be permitted in any part of the tender unless duly countersigned by the bidder. The tender should be filled in and submitted in strict compliance with the instructions laid down therein; otherwise the tender is liable to be rejected.
- 1.7 Person signing the bid or other documents connected with the tender must clearly write his/her name and also specify the capacity in which signing.
- 1.8 The Institute reserves the right to reject any or all the bids without assigning any reason.
- 1.9 Before submitting the filled-in tender bids on the Procurement Portal, the bidders may seek clarifications, if any, from Purchase office on Email Id: purchaseoffice@iimsirmaur.ac.in or in person by visiting the Institute during working hours by taking prior appointment of the authorities.
- 1.10 The Institute reserves the right to change any condition of the tender before opening of the bids.



2. ELIGIBILITY CRITERIA FOR TECHNICAL QUALIFICATION:

- 2.1 **The bidders shall have relevant experience as per Annexure-VII (Proofs should be enclosed).**
- 2.2 The Bidders should enclose their list of clients, if any (with details of period) failing which the tender bid will not be considered further.
- 2.3 Average Annual turnover of the bidder/firm should be at least Rs. 20,00,000/- (Rupees Twenty Lakhs only) for the last three financial years i.e. from 2021-2022, 2022-2023 and 2023-24 and should be duly certified by the Chartered Accountant on their letterhead.
- 2.4 Track record of delivering training (GD/PI) to any govt. recognized MBA colleges in India like IIM/IIT/Institutes of national importance/ Central Universities/State Universities (Proof to be submitted)
- 2.5 Track record of delivering platform services (digital portfolio, video profile, skill assignments etc.) to any govt. recognized MBA colleges in India like IIM/IIT/Institutes of national importance/ Central Universities/State Universities (Proof to be submitted)
- 2.6 Profile of sample trainers/assessors (at least 3) with a track record of delivering training (GD/PI) to any govt. recognized MBA colleges in India like IIM/IIT/Institutes of national importance/Central Universities/State Universities (Proof to be submitted)
- 2.7 Company should have in house full time dedicated engineering team of a minimum 3 members.
- 2.8 The company/firm should be in existence for at least 3 years.
- 2.9 The company/firm should not have been backlisted during last 05 years by any govt. body or institute for any reason. Annexure-IX to be submitted.
- 2.10 GST & PAN registration of the firm.

Note: The bids shall be submitted as per the prescribed form in the tender document and can be downloaded from the Institute's website & CPP Portal.

3. THE BIDDERS SHOULD INVARIABLY SUBMIT HIS/HER TENDER IN TWO BID SYSTEMS COVERS VIZ ON CENTRAL PUBLIC PROCUREMENT PORTAL (CPPP):

- (i) Technical bid cover.
- (ii) Financial bid cover.

3.1. TECHNICAL BID COVER:

Technical bid should contain the requisite documents and are to be uploaded as a technical bid cover as following: -

- i. EMD of **Rs. 2,00,000/- (Rupees Two Lakhs Only)** in the form of demand draft from any Nationalized Bank drawn in favour of "**Indian Institute Management Sirmaur**" payable at Paonta Sahib, Distt. Sirmaur, H.P. 173025 or through NEFT in the below bank account:



Name of the Account: Indian Institute of Management Sirmaur

Account Number: 140701000266

IFSC Code: ICIC0001407

Bank Address: Near Y Point, Main Market, Paonta Sahib, Sirmaur, H.P. 173025.

The tender without EMD will outrightly be rejected. EMD will be liable to be forfeited, if the contractor selected for the work fails to sign the formal agreement or denies to accept the award of contract. **The firms registered under MSMEs/NSICs are exempted from submission of EMD.** However, such bidders have to submit the MSME/NSIC certificate with the name of their firm. The EMD of unsuccessful bidders shall be refunded within 90 days after finalization of the contract.

- ii. The Tender document must be signed and stamped on each page and to be uploaded on CPP Portal.
- iii. The bidders shall have the relevant experience/eligibility as per Annexure-VII.
- iv. The Bidders should enclose their list of clients failing which the tender bid will not be considered further.
- v. The bidders should furnish details regarding the nature of their firm, name and address of partners/proprietors/directors, if any.
- vi. Self-attested copies of all details of registration such as company/firm.
- vii. Average Annual turnover of at least Rs. 20,00,000/- (Rupees Twenty Lakhs only) for the last three financial years i.e. from 2021-2022, 2022-2023 and 2023-24 and should be duly certified by the Chartered Account on their letterhead.
- viii. The company/firm should be in existence for at least 3 years.
- ix. The company/firm should not have been backlisted during last 05 years by any govt. body or institute for any reason.
- x. GST & PAN registration certificate.
- xi. Any other relevant document satisfying the eligibility criteria.

3.2. FINANCIAL BID COVER:

- i. The Financial Bid should be uploaded after filling in the rates separately in financial bid cover on CPP Portal as per given BOQ in the .xlsx file only.
- ii. **The selection of the bidder will be made on the basis of L-1 (quoting lowest) with reference to the quotes submitted in the Financial Bid BOQ.**



Annexure-III**4. SCOPE OF WORK:**

The following services are requested during the period of Jun 2024 to May 2025 for a batch size of approximately 570 students:

Sr. No.	Description	Mode	Quantity	Expected time frame
1	CV Mentorship sessions for students offered admissions at IIM Sirmaur in AY24-26	Virtual	2 Online Sessions of 50 - 60 Minutes each	June (3rd Week)
2	Launch of IIM Sirmaur Student Companion Digital Platform (with features as detailed below) on new batch's orientation day	In-person, on campus	1 session of duration 1 hour; full day stall to assist/address student queries	June (3 rd Week)
3	Training sessions on platform for concerned faculty, staff, students as needed & applicable	1 in-person, on campus & add. on demand online	Max 6 sessions of duration 1 hour	June-Dec
4	CV Mentorship sessions for students who join IIM Sirmaur in AY24-26	In-person, on campus	1 session of duration 2 hours	June-July
5	One-on-One CV mentorship for students of the AY23-25 batch by industry experts/mentors	Platform led, asynchronous	300+ students	Jun-Sep
6	Technology platform to track & manage One-on-One CV mentorship for students AY24-26 batch by students on AY23-25 batch	Platform led, asynchronous	600+ students	Jun-Dec
7	Video profiles for students of AY23-25 & AY24-26 batch (1 video per student of duration <2 minutes)	Platform led, asynchronous	600+ students	Jun-Aug
8	Digital projects/skills portfolio of students for AY23-25 & AY24-26 batch (4 to 5 projects per student)	Platform led, asynchronous	600+ students	Jun-Mar



		ous		
9	QR code linked to LIVE database / technology platform for PLACEMENT Brochure to showcase to companies on real time basis list of students available for placement across both batches along with students' digital portfolio (as mentioned above); functionality of search to shortlist candidates basis preferred shortlisting criteria	Platform led, asynchronous	1,500+ users across companies	Aug-Mar
10	Digital library of material for students to better prepare for interviews / selection process of companies <ul style="list-style-type: none"> Recorded videos of mock interviews Recorded videos of experiences of senior batches regarding selection process, internship experiences etc. Functional area wise question banks with MCQ to help students prepare most commonly asked technical questions in interviews 	Platform led, asynchronous	600+ students	Jul-Mar
11	Standard experiential learning assignments for students to practise & develop skills (along with assessments with grades & feedback to be displayed through technology platform) linked to students' digital portfolio <ul style="list-style-type: none"> Guess estimates Excel skills Python for business leaders Powerpoint skills Etc. (as requested by institute from time to time) Approx. 10 assignments per student	Platform led, asynchronous	600+ students	Jul-Dec
12	Group Discussion (GD) Mentorship sessions for students of FY24-26 batch only	In person, on campus	1 session of duration 2 hours	Jul-Aug
13	Mock GD sessions for students of AY23-25 & AY24-26 batch	In person, on campus	1 GD per student of 20 mins with group size of 6	Jul-Aug



			1 GD per student of 30 mins with group size of 12	
14	Personal Interviews (PI) Mentorship sessions for students of FY23-25 & FY24-26 batch	In person, on campus	2 sessions of duration 2 hours each	Jul-Aug
15	Mock PI sessions for students of AY23-25 batch <ul style="list-style-type: none"> • 1 generic mock interview focusing on introduce yourself, CV points & true area of interest (45 mins each) • 1 company/role specific mock interview (30 mins each) 	Online	300+ students	Jul-Mar
16	Mock PI sessions for students of AY24-26 batch <ul style="list-style-type: none"> • 1 generic mock interview focusing on introduce yourself, CV points & true area of interest (30 mins each) 	Online	300+ students	Jul-Feb
17	JD breakdown sessions by companies for Final & Summer placements	Online	800+ unique roles	Jul-Mar
18	Platform services to hiring companies to use IIM Sirmaur offered hiring platform to conduct quizzes / assignments / competitions for students to manage hiring conveniently at IIM Sirmaur	Platform led, asynchronous	Max 100 companies	Jun-Mar
19	PPO workshop for students of AY24-26 batch	In person, on campus	300+ students	Feb-Mar
20	Round-the-year training sessions for T&D & Placement team members on multiple topics related to improving Placement performance at IIM Sirmaur (10 to 15 hours over the whole year)	Hybrid (mix of in person, on campus & online)	Max. 25 students	Jun-Mar
21	Platform services to ensure weekly progress tracking of students during internship as per placement	Platform led, asynchronous	300+ students	Mar-May



	committee guidelines through 15 to 20 video assignments & 4 to 5 surveys (reviewed & assess by college faculty through platform) to ensure high-quality learning experience for students	ous		
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Given the nature of the work contract involving technology platform & services, the following technical service scope is expected from the interested applicants for the offered service:

- Student versions of digital product should be available in both app & website format
 - o Should be available as both Android app & iOS app
 - o Website should be both desktop as well as mobile friendly
- Faculty & placement committee version of digital product should be available in website format
 - o Website should be both desktop friendly as well as mobile friendly
- Products for both student & faculty should support login through mobile number linked OTP login
 - o Platform should support OTP through email as well to support users outside India (during internship or any academic visit)
- Product should work 24X7 & should have >99% uptime always
 - o Exceptions allowed: Downtime due to downtime of service providers like google play, iOS, AWS google cloud etc.
- Program details should not be visible to anyone other than IIM Sirmaur approved students, faculty & staff through their designated logins only
 - o No content should be hosted on any public domains like Youtube etc.
- IP generated through video / quiz submissions by students will be owned by IIM Sirmaur & cannot be used by any external party including the successful bidder without the consent & guidance of IIM Sirmaur
- Platform should be capable of going live with any new program / edits as per scope within 3 working days
- User specific content across app and website should always be in sync allowing user to access the program from either of the platform interchangeably
- Cloud server / storage for storing, accessing & rendering documents & data should be maintained on real time basis at any of the reputed global service providers e.g. AWS, Google Cloud, Microsoft, Oracle, Jio etc.
- Ticketing system / email support should be available to students/users to raise need for support; all queries/tickets to be resolved as per defined TAT – TAT for every query type to be defined on an ongoing basis as considered necessary by the user department
- Successful bidder should have a dedicated in-house engineering / software developers' team to ensure timely execution of the above service requirements



Annexure – IVOTHER TERMS AND CONDITIONS5. EXECUTION OF AGREEMENT AND PAYMENT OF SECURITY DEPOSIT:

- 5.1. The successful bidders should execute an agreement (draft shall be provided) for the fulfillment of the contract with IIM, Sirmaur and hand over the same to IIM within 7 working days from the receipt of the letter of acceptance of the tender. If the same is not executed within 14 working days the order will be cancelled by the IIM, Sirmaur and due penalty shall be imposed as decided by the competent authority, IIM Sirmaur.
- 5.2. In case the successful bidders fail to deposit the Performance Security amount and execute necessary agreement within 14 working days from the date of receipt of acceptance of tender, the earnest money deposit of **Rs. 2,00,000/- (Rupees Two Lakhs only)** shall be forfeited and the tender will be held as non-responsive.
- 5.3. The successful bidders shall be required to deposit an amount of **Rs. 2,50,000/- (Rupees Two Lakh Fifty Thousand only)** as Performance Security Deposit immediately after receiving a formal communication from this Institute, in the form of demand draft/FDR/Bank Transfer of any Nationalized / scheduled Bank only in favour of "**Indian Institute of Management Sirmaur**" payable at Paonta Sahib, District Sirmaur, H.P. 173025. No interest shall be paid on such security deposit, which shall remain with the Institute during the continuance of the contract, and it shall be released only after two months on the expiry of termination of the contract subject to clearance of all dues by the contractor, if any.

6. PENALTY:

- 6.1 The Institute reserves the right to impose penalty (to be decided by the IIMS authorities) on the contractor for any serious lapse in maintaining the quality and the services willfully or otherwise by the contractor or his/her staff.
- 6.2 If the Institute is not satisfied with the quality of services provided or behavior of the contractor or his/her employees, the contractor will be served with 03 days' notice to improve or rectify the defect(s), failing which the IIM Sirmaur will be at liberty to take appropriate necessary steps as deemed fit.

7. BID EVALUATION CRITERIA:

Interested parties should bid for the whole scope of work as a single work order would be provided for the complete scope of work. Most of the initiatives are inter-linked & having one partner taking care of end-to-end process will ensure consistency in institute's approach with lesser micro-management requirement from institute side. Sub-contracting is not allowed. Companies are allowed to apply as Joint Venture



subject to Joint Venture meeting the qualification criteria.

Financial Bid shall be opened/evaluated only of those bidders who fulfil all the technical eligibility criteria and quotes the lowest among the competitors, would be awarded with the contract/ issuance of work order.

8. DISCLAIMER CLAUSE:

IIM Sirmaur has the discretion and right at any stage to cancel/add or amend the information, terms, procedure and protocol set out in the bid and the bidder has no claims against such rights. The Institute has unfettered right hereunder to terminate the arrangements at any time without assigning any reason whatsoever. **The jurisdiction for dispute (s), if any, shall be court of Paonta Sahib, Sirmaur only.**

- 9. FORCE MAJEURE:** Any failure or delay by the agency its obligations due to any failure or delay caused by fire, flood, earthquake or similar elements of nature, or Acts of God, War, Terrorism, Riots, Civil Disorders, Rebellions or Revolutions or other events beyond the reasonable control of the non-performing party, is not a default or a ground for termination of contract. The affected party shall notify the other party of the occurrence of a Force Majeure event forthwith.

- 10. ARBITRATION:** In event of any dispute arising between the supplier'(s) and the IIM SIRMAUR during the currency of the contract or after conclusion thereof the same shall be settled by arbitration in accordance with the provisions of the arbitration and conciliation Act, 1996 or any statutory amendments thereof or any statute enacted for replacement thereof and shall be referred to the sole arbitrator to be appointed by the Director, IIM SIRMAUR whose decision shall be final and legally binding on the parties. In the event of death, refusal, neglect, inability or incapability of the person so appointed to act as an arbitrator the Director, IIM SIRMAUR may appoint a new arbitrator. The venue of arbitration shall be the respective office of the arbitrator or a place suitable to IIM SIRMAUR unless otherwise specified in the arbitral award the cost of such arbitration shall be borne by the supplier and there will be no objection to this effect by any of the parties.

11. INSTRUCTION FOR PREPARATION & SUBMISSION OF ONLINE BIDS:

- 11.1 This tender document will be published & available on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

- 11.2 Technical bid should be submitted in PDF format & Financial bid should be submitted in format mentioned in the Financial part.

- 11.3 Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and in general the documents are to be uploaded in



the PDF formats. Bid documents may be scanned with 100 dpi with colour/black and white option.

- 11.4 The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 11.5 The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 11.6 Kindly upload scanned PDFs of all relevant documents in a single PDF file as per Technical Bid Cover requirement.
- 11.7 Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid No. and the date & time of submission of the bid with all other relevant details.
- 11.8 Bidder should log into the portal well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for non-submission of bids in time or any delay due to other issues.
- 11.9 The technical and financial bids should be submitted online through CPP portal <http://eprocure.gov.in/eprocure/app> in original. The financial bid should include all the cost and other taxes (As per Central govt. norms) mentioned in the Financial Bid. If there is any separate cost, then that will be not acceptable.



12. REGISTRATION:

- 12.1 Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enroll" on CPP Portal is free of charge.
- 12.2 As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 12.3 Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 12.4 Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sift' / TCS/ nCode/ eMudhra etc.), with their profile.
- 12.5 Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 12.6 Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.



13. SEARCHING FOR TENDER DOCUMENT:

- 13.1 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.
- 13.2 Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 13.3 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.



Annexure – V

TECHNICAL BID
INDIAN INSTITUTE OF MANAGEMENT SIRMAUR
GENERAL INFORMATION

(To be filled in by the bidder and uploaded in Technical Bid cover on CPPP)

1. Name of the Firm /Company: _____

2. Complete Office Address:
(with contact number & email ID) _____

3. Company website, If any: _____

4. Type of Organization: Individual/Partnership/Pvt. Ltd.

5. Year of establishment: _____

6. Details of payment:

Sr. No.	Particulars	Bank Details	Amount (in Rs.)	Transaction No. & Date
1.	Details of EMD Deposit			

7. Detailed Technical Evaluation Criteria

Sl. No.	Description	Enclosed (Yes/No)	Page No.
1	EMD of Rs. 2,00,000/- (Rupees Two Lakhs Only) in the form of demand draft/NEFT. The firms registered under MSMEs/NSICs are exempted from submission of EMD.		
2	Average Annual turnover of the bidder/firm should be at least Rs. 20,00,000/- (Rupees Twenty Lakhs only) for the last three financial years i.e. from 2021-2022, 2022-2023 and 2023-24 and should be duly certified by the Chartered Accountant on their letterhead.		
3	Track record of delivering training (GD/PI) to any govt. recognized MBA colleges in India like IIM/IIT/Institutes of national importance/Central Universities/State Universities (Proof to be submitted)		
4	Track record of delivering platform services (digital portfolio, video profile, skill assignments etc.) to any govt. recognized MBA colleges in India like IIM/IIT/Institutes of national importance/ Central Universities/State Universities (Proof to be submitted)		
5	Profile of sample trainers/assessors (at least 3)		



	Track record of delivering training (GD/PI) to any govt. recognized MBA colleges in India like IIM/IIT/Institutes of national importance/Central Universities/State Universities (Proof to be submitted)		
6	Company should have in house full time dedicated engineering team of a minimum 3 officials. (Proof to be submitted)		
7	The company/firm should be in existence for at least 3 years. (Proof to be submitted)		
8	The company/firm should not have been backlisted during last 05 years by any govt. body or institute for any reason. (Undertaking to be submitted)		
9	GST & PAN registration of the firm. (Certificates to be attached)		

8. Name and address of the authorized signatory / Contact person for this tender:

- i. _____
ii. _____

9. Details of supporting documents to be enclosed with self-attestation:

Sr. No.	Registration Under	Proof enclosed in Page No:
1	Firm / Company Registration:	
2	PAN :	
3	GST Registration No:	
4	Others:	
5	Annual Turnover:	Average Annual Turnover (In Lakh)
	2021-22	
	2022-23	
	2023-24	

(Self-attested copies as proof of the above documents must be enclosed/uploaded to qualify, compulsorily, original certificates should be provided for verification purpose, if requested by this Institute).

Date:

Signature of the Bidders

Name:

Designation:

Place:

Office Seal:

Note: 1) Please read Tender carefully and fill up the above information.
2) Incomplete bids shall summarily be rejected.



ANNEXURE-VII**INDIAN INSTITUTE OF MANAGEMENT SIRMAUR
CHECKLIST TOWARDS TECHNICAL ELIGIBILITY CRITERIA**

Name of the Bidder:

Address:

Contact No:

Email Id:

(Self-attested copies of all supporting document must be uploaded with the tender document to be filled by the Bidder)

Sl. No.	Description	Enclosed (Yes/No)	Page No.
1	EMD of Rs. 2,00,000/- (Rupees Two Lakhs Only) in the form of demand draft/NEFT. The firms registered under MSMEs/NSICs are exempted from submission of EMD.		
2	Average Annual turnover of the bidder/firm should be at least Rs. 20,00,000/- (Rupees Twenty Lakhs only) for the last three financial years i.e. from 2021-2022, 2022-2023 and 2023-24 and should be duly certified by the Chartered Accountant on their letterhead.		
3	Track record of delivering training (GD/PI) to any govt. recognized MBA colleges in India like IIM/IIT/Institutes of national importance/Central Universities/State Universities (Proof to be submitted)		
4	Track record of delivering platform services (digital portfolio, video profile, skill assignments etc.) to any govt. recognized MBA colleges in India like IIM/IIT/Institutes of national importance/ Central Universities/State Universities (Proof to be submitted)		
5	Profile of sample trainers/assessors (at least 3) Track record of delivering training (GD/PI) to any govt. recognized MBA colleges in India like IIM/IIT/Institutes of national importance/Central Universities/State Universities (Proof to be submitted)		
6	Company should have in house full time dedicated engineering team of a minimum 3 officials. (Proof to be submitted)		
7	The company/firm should be in existence for at least 3 years. (Proof to be submitted)		
8	The company/firm should not have been backlisted during last 05 years by any govt. body or institute for any reason. (Undertaking to be submitted)		
9	GST & PAN registration of the firm. (Certificates to be attached)		

Note: It is mandatory to fill up all the points of the checklist.

Annexure-VI**REFERENCE FOR QUOTING IN FINANCIAL BID BOQ****NIT No.: IIMS/PUR/Training-cum-Technology partner/23/2024-25 Dated 10.05.2024****INDIAN INSTITUTE OF MANAGEMENT SIRMAUR****TENDER FOR HIRING TRAINING-CUM-TECHNOLOGY PARTNER TO
ENHANCE PLACEMENT OUTCOMES FOR THE AY 2024-25 AT IIM
SIRMAUR.**

1. Name of the Agency:

2. Address of the Agency:

Interested applicants must quote a single price for the above complete scope of work (incl. GST & all applicable taxes).

Description	Price (incl. of taxes and all)
Total contract value for the delivery of the complete scope of work as defined in Section 4, Annexure-III (above)	(In numbers)

	(In words)

Notes: -

1. The bidders are requested to quote the rates in the Financial Bid BOQ (xlsx file) separately given in the CPP Portal, failing to submit the quote in the BOQ, shall not be considered and straightway rejected.
2. Interested parties should bid for the whole scope of work as a single work order would be provided for the complete scope of work. Most of the initiatives are inter-linked & having one partner taking care of end-to-end process will ensure consistency in institute's approach with lesser micro-management requirement from institute side.
3. Post awarding the contract, IIM Sirmaur reserves the right to request the company to go live with certain features, as requested by IIM Sirmaur, within 15 days to give a demo to relevant users (students, professors, staff etc.) to determine the suitability of the software & request changes/edits timely.
4. In the event of the platform failing to meet delivery expectations or failing to function properly 24X7 as envisioned, IIM Sirmaur reserves the right to terminate the work order without any penalties/payouts on IIM Sirmaur and the EMD/PSD shall be forfeited accordingly, based on the decision of the competent authority, IIM Sirmaur.
5. Sub-contracting is not allowed. Companies are allowed to apply as Joint Venture subject to Joint Venture meeting the qualification criteria,
6. Rates quoted must be inclusive of GST as applicable & all other applicable charges.
7. **The selection of the bidder will be made on the basis of L-1 (quoting lowest) with reference to the quotes submitted in the Financial Bid BOQ.**



Undertaking:

I/We undertake that documents are genuine/authentic and nothing has been cancelled and that I/We are not debarred by any govt. organization and competent are to contract. I/We understand that the contract is liable to be cancelled, if found to be having obtained through fraudulent means/concealment of information.

(Authorized Signatory with Seal)



ANNEXURE-VIII**BID FORWARDING LETTER**

(To be submitted on letterhead of the bidding firm as per this format only)

To,

Senior Consultant (Administration),
Indian Institute of Management, Sirmaur,
Paonta Sahib, Distt. Sirmaur, H.P-173025.

Subject: Enquiry No: IIMS/PUR/Training-cum-Technology partner/23/2024-25 Dated 10.05.2024.

Notice Inviting Tender for hiring Training-cum-Technology Partner to enhance placement outcomes for the AY 2024-25 at IIM Sirmaur, Paonta Sahib, H.P.

Sir/Madam,

1. I/ We hereby confirm and declare that I/We have carefully studied the tender documents therein and undertake myself/ ourselves to abide by the terms and conditions laid down in the tender document.
2. I/We have submitted the EMD of Rs. 2,00,000/- through DD/NEFT and will submit the Performance Security deposit of Rs. 2,50,000/- in the event of the award of tender in our favour.
3. I/We also keep the offer open for 180 days from the date of opening of bid.

Yours faithfully,

(Name & signature with stamp of the bidder)



ANNEXURE-IX**SELF DECLARATION ABOUT NON BLACK-LISTING**

(On the letterhead of the Firm/Bidder and to be scanned & uploaded online)

Date: _____

To

Senior Consultant (Administration)
Indian Institute of Management Sirmaur
Rampur Ghat, Paonta Shaib, Sirmaur,
Himachal Pradesh 173025.

Sub: E-Tender: NIT for hiring Training-cum-Technology Partner to enhance placement outcomes for the AY 2024-25 at IIM Sirmaur, Paonta Sahib, H.P.

E-Tender No.: IIMS/PUR/Training-cum-Technology partner/23/2024-25 Dated 10.05.2024.

Sir,

1. In response to tender under reference, I/ We hereby declare that presently our firm is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period by any Central/ State Govt. Department, Public Sector Undertakings, Autonomous Bodies, Academic Institutions and Commercial Organizations.
2. We further declare that presently our firm is also not blacklisted/ debarred and not declared ineligible for any reason other than corrupt & fraudulent practices by any Central/ State Govt. Department, Public Sector Undertakings, Autonomous Bodies, Academic Institutions and Commercial Organizations in past five years from the last date of submission of bid.
3. If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our performance security/EMD may be forfeited in full and the tender, if any to the extent accepted may be cancelled.

Yours faithfully,

(Authorized Signatory of firm/bidder with Seal)

