

BANARAS HINDU UNIVERSITY

Department of Computer Science

REQUEST FOR PROPOSAL

(BHU/CS/2021-22/01)

Selection of Implementing Partners for

Training Program on

“Skill Development of Youth in Digital Technologies in Tier-II & III Cities in Uttar Pradesh & Uttarakhand”

Request For Proposal (RFP) NOTICE

Selection of Implementing Partners for Training Program on “Skill Development of Youth in Digital Technologies in Tier-II & III Cities in Uttar Pradesh & Uttarakhand”

The Department of Computer Science, Banaras Hindu University, Varanasi, invites proposals from eligible firms/agencies for acting as implementation partner in the project titled “Skill Development of Youth in Digital Technologies in Tier-II & III Cities in Uttar Pradesh & Uttarakhand” funded by Ministry of Electronics & Information Technology, Govt. of India. The details of scope of work and relevant terms and conditions are given in the detailed RFP document.

2. The RFP document can be downloaded from the website www.bhu.ac.in during 17/01/2022 to 07/02/2022 and the detailed proposal along with supporting documents needs to be **submitted latest by 07/02/2022 (up to 5:00 P.M.)**
3. The interested bidders/firms have to submit the proposal document with supporting material in hard copy only. Proposals in any other mode will not be accepted. The proposal can be submitted within the stipulated time to **The Head, Department of Computer Science, Banaras Hindu University, Varanasi – 221005**. No proposal documents will be accepted after the expiry of stipulated date and time, under any circumstances whatsoever.
4. The proposal documents **will be opened on 08/02/2022 at 3:00 P.M.** by the competent committee of the Department.
5. The Competent Authority reserves the right to reject any or all the bids without assigning any reason and the decision of the Competent Authority of the Department shall be final and binding.

**The Head,
Department of Computer Science,
Banaras Hindu University,
Varanasi-221005**

TECHNICAL PROPOSAL DECLARATION

Date: -----

LETTER OF PROPOSAL

To,
The Head,
Department of Computer Science,
Banaras Hindu University, Varanasi-221005

Ref: Invitation for RFP No. BHU/CS/2021-22/01.

We, the undersigned, declare that:

- 1) We have examined and have no reservations to the RFP documents, including addenda issued, if any, in accordance with Instructions to Bidders.
- 2) We offer to execute in conformity with the RFP Documents for providing training as part of project entitled “Skill Development of Youth in Digital Technologies in Tier-II & III Cities in Uttar Pradesh & Uttarakhand” as per terms and conditions given in the RFP documents.
- 3) Our bid shall be valid for a period of 09 months from the date fixed for the bid submission deadline in accordance with the RFP Documents and it shall remain binding upon us and maybe accepted at any time before the expiry of the period.
- 4) If our bid is accepted, we commit to submit a Performance Security Deposit in accordance with the RFP Documents.
- 5) We also declare that the Government of India or any other Government body has not declared us ineligible or blacklisted us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of serious nature.
- 6) We also accept all the terms and conditions of this RFP document.

Yours sincerely,

Authorised Signatory

(Authorised person shall attach a copy of Authorization for signing on behalf of Bidding company)

Full Name and Designation

(To be printed on Bidder’s letterhead)

DETAILED REQUEST FOR PROPOSAL (RFP)

The Request for Proposal (RFP) is invited from eligible firms/agencies for acting as implementation partner in the project titled “Skill Development of Youth in Digital Technologies in Tier-II & III Cities in Uttar Pradesh & Uttarakhand” funded by Ministry of Electronics & Information Technology, Govt. of India. The details of scope of work and relevant terms and conditions are specified in the subsequent part of this document.

(A) INTRODUCTION ABOUT THE PROJECT

- 1) Banaras Hindu University, Varanasi, Uttar Pradesh, is an institution of higher learning and is recognized as an institution of national importance. The University imparts education and training in different areas of Science and Technology, in addition to various other disciplines.
- 2) The Department of Computer Science of the University imparts different kinds of training in Computer Science and Information Technology. The department has undertaken a skill-based training project titled “Skill Development of Youth in Digital Technologies in Tier-II & III Cities in Uttar Pradesh & Uttarakhand” funded by Ministry of Electronics & Information Technology, Govt. of India. The objective of the project is to provide domain specific training of high quality to youth in various digital technologies.
- 3) Rapid advancement of technology has been made in IT related areas and IT industry is growing at a very fast pace, reaching to a wider section of society. However, there are not enough trained and employable candidates to meet the demands of the industry. The existing manpower has issues of skill mismatch and practical knowledge. The proposed project aims to create trained personnel with the right skill set in the area of Digital Technologies so that not only their employability may increase but they are able to attain the necessary entrepreneurial skills.
- 4) As part of the project, the Department of Computer Science, Banaras Hindu University, Varanasi, Uttar Pradesh intends to hire the services from able

and willing firms to act as implementation partner for execution of a part of the Training Programme.

- 5) The selected implementation partner/ training partner will be required to provide skill-oriented training in different IT and ITES related technologies (as per the defined scope) to the youth in the states of Uttar Pradesh &Uttarakhand with the purpose of improving their employability and entrepreneurial capabilities.
- 6) It is proposed to train candidates in employment and entrepreneurship related skills in areas such as Animation, Designing, Editing, Digital Marketing etc.

(B) SCOPE OF THE WORK

The broad scope of work for the selected implementation partner for the Training Programme on “Skill Development of Youth in Digital Technologies in Tier-II & III Cities in Uttar Pradesh &Uttarakhand” will be as under:

- 1) The Objective of the proposed project is to provide skill-oriented training in different IT and ITES related technologies to the youth in the states of Uttar Pradesh &Uttarakhand with the purpose of improving their employability and entrepreneurial capabilities.
- 2) The training imparted will be in different technological skillset as per the proposition of NSQF, NSDC and NASSCOM. It is proposed to train 1800 candidates in employment and entrepreneurship related skills in areas such as Animation, Designing, Editing, Digital Marketing, etc. for entry level job roles.
- 3) The training programme is to be executed in selected districts of Uttar Pradesh and Uttarakhand. The distribution of candidates to be trained in the two states will be specified later by the Department of Computer Science, BHU.

- 4) The selected implementation partner will be fully responsible for end-to-end execution of the whole training activities and subsequent evaluation and certification of the candidates.
- 5) The implementation partner will not charge any training fee from the candidates to be trained and will select the candidates for training in a transparent and equitable manner. Off all things being equal, preference should be given to female candidates and candidates from the under privileged sections of the society.

(C) KEY DELIVERABLES IN PHYSICAL TERMS and SCHEDULE:

The training activities are to be carried out as per the following technical details:

S. No.	Skill/Sub Sector	Job Role	No. of Candidates to be trained
1	Film, Television, Advertising (Sound Creation) (NSQF Level-4, 280 hours)	Sound Editor	300
2	Animation, Gaming (Animator) (NSQF Level-4, 280 hours)	Animator	400
3	Animation, Gaming (Asset Creation) (NSQF Level-4, 280 hours)	Rigging Artist	300
4	Digital (Marketing/Advertising Sales/Traffic) (NSQF Level-4, 340 hours)	Social Media Executive	400
5	Digital (Marketing/Advertising Sales Traffic) (NSQF Level-4, 400 hours)	Search Engine Marketing Executive	400
		Total	1,800

- 1) The distribution of candidates among the two states will be decided by the department of Computer Science, BHU. The training activities must be

completed within a period of 09 months from the date of award of the work order/ contract.

- 2) The approach in the training should be to use state-of-the-art training environment and up to date pedagogical methods for training.
- 3) The curriculum for training will be as per the specifications provided in the respective Qualification Packs (QPs) designed and approved by NASSOM/ITeS/MediaSSC/NSDC etc.

(D) VOLUME OF WORK

- 1) The training imparted will be in different technological skillset as per the proposition of NSQF, NSDC and NASSCOM, as per the technical details provided above. It is proposed to train 1800 candidates in employment and entrepreneurship related skills in areas such as Animation, Designing, Editing, Digital Marketing, etc. for entry level job roles.

(E) PAYMENT TERMS

- 1) 100% of the payments will be made in line with the satisfactory completion of work, as per the delivery schedule.
- 2) The Department of Computer Science, BHU will constitute an Expert Committee for assessing the satisfactory completion of the work.
- 3) Post verification and recommendation from the Expert Committee, payments will be released.

(F) INSTRUCTIONS TO BIDDER

- 1) The bidder shall submit the copy of the authorization letter/Power of Attorney as the proof of authorization for signing on behalf of the Bidder.
- 2) All Bidders are hereby explicitly informed that conditional offers or offers with deviations from the conditions of RFP document, the bids not meeting the minimum eligibility criteria, Technical Bids not accompanied with Bid Security Declaration in requisite format, or Bids not meeting any other

requirements as stipulated in the RFP documents, are liable to be rejected.

- 3) For all purposes of the contract including arbitration hereunder, the address of the bidder mentioned in the bid shall be final unless the bidder notifies any change of address by a separate letter sent by registered post with acknowledgement due to The Head, Department of Computer Science, Banaras Hindu University, Varanasi-221005, Uttar Pradesh. The bidder shall be solely responsible for the consequences of any omission or error to notify any change of address in the aforesaid manner.

(G) MINIMUM ELIGIBILITY CRITERIA

The following shall be the minimum eligibility criteria for selection of bidders, in technical terms of the bidding process: -

- 1) **Legally Valid Entity:** The Bidder/Bidding Firm shall necessarily be a legally valid entity in the form of a Limited Company or a Private Limited Company registered under the Companies Act, 1956 or Limited Liability Partnership Firm/Partner Firm under LLP Act, 2008 or Indian Partnership Act, 1932. Company should have valid registration existence for a minimum period of 10 years. The proof for supporting the legal validity of the Bidder/Bidding Firm shall be provided with the bid documents.
- 2) **Registration:** The Bidder/Bidding Firm must be registered with GSTN. Copy of relevant Statutory Registration like PAN, GSTN, TIN No., should be attached.
- 3) **Turnover:** Agency should have average annual turnover of at least Rs. 2 Crore or above during the financial years 2015-16, 2016-17, 2017-18 2018-19 and 2019-20. Audited balance sheets and profit and loss accounts authenticated by the statutory auditor or firm of Chartered Accountants, CA Certified Turnover statement to be provided.
- 4) **Empanelment:** Agency should be empanelled with Uttar Pradesh Skill Development Mission/ Uttarakhand Skill Development Mission since the last three years or more. Copy of Agreement/MoU/Work order to be provided.

- 5) **Experience in Central Government:** Agency should have experience of conducting at least one training programme of minimum value of Rs. 50 lakhs for any Central Government Ministry during the last 5 years. Copy of Agreement/MoU/Work order/target allocation letter to be provided.
- 6) **Experience in States:** Agency should have conducted five or more Government funded Skill Development training programmes covering at least 5000 candidates in Uttar Pradesh/Uttarakhand during the last five years i.e. 2015-16, 2016-17, 2017-18, 2018-19 & 2019-20. Copies of work orders for these projects to be provided.
- 7) **Training Centres:** Agency should have at least 10 training centers in Uttar Pradesh/Uttarakhand. Copy of Ownership/Rent agreement to be provided.
- 8) **Faculty:** Number of on-roll faculty/ Resource Persons/ Training Coordinators providing technical trainings in IT/ITES / Digital Technologies should be at least 10. Self-certified list of at least 10 faculty/ Resource Persons/trainers to be provided.
- 9) **Blacklisting/Debaring:** Agency must not be blacklisted/ debarred/ suspended/banned by any Ministry/ Department of State or Central Government/PSU on the closing date of this Request for Proposal. A Self Declaration stating to this effect is required to be signed by authorized signatory of the agency with seal.

(H) BID SECURITY DECLARATION

- 1) Bidders shall submit, along with their Bids, Bid Security declaration in favor of 'The Head, Department of Computer Science, Banaras Hindu University, Varanasi, Uttar Pradesh' and the same should be valid for 09 months from the submission date of the Bids. The format for the Bid Security Declaration is attached (**Annexure-I**).
- 2) The Bid/Proposal submitted without Bid Security Declaration as mentioned above, will be summarily rejected.

- 3) The clauses under Bid Security Declaration made by the bidder will be invoked, if:
- a) Bidder withdraws its bid before opening of the bids.
 - b) Bidder withdraws its bid after opening of the bids but before Notification of Award.
 - c) Selected Bidder withdraws its bid/Proposal before furnishing Performance Bank Guarantee.
 - d) Bidder violates any of the provisions of the bid up to submission of Performance Bank Guarantee.
 - e) Selected Bidder fails to accept the order within seven days from the date of receipt of the order. However, Department of Computer Science, Banaras Hindu University, Varanasi reserves its right to consider at its sole discretion the late acceptance of the order by selected Bidder.

(I) PREPARATION OF BIDS

- 1) **Language:** Bids and all accompanying documents shall be in English or in Hindi.
- 2) **Technical Bid:** Technical Bid should be prepared as per the instructions given in the RFP Documents along with all required information, documents in support of the minimum eligibility criteria.
- 3) **Documents comprising the Bid:**
 - a) Technical Bid Submission Form duly signed and printed on Company's letterhead.
 - b) Contact Details, duly filled and signed & stamped.
 - c) Financial Capacity details – filled in and signed & stamped.
 - d) All attested supporting document in proof of having fully adhered to minimum eligibility criteria as referred in Section-2 above.

The Technical Bid along with all the required documents as mentioned in the RFP Documents shall be attached with bid documents.

Financial Bid:

This RFP is solely a technical bid as the rates of remuneration for training for these programmes is already specified by Govt of India. Please refer to the notification vide The Gazette of India CG-DL-E-06012021-224213 for financial details.

(J) SUBMISSION OF BIDS

- 1) The Bidding Firms have to submit the **Technical Bids in hard copy**. Bids are to be submitted **only in hard copy format to The Head, Department of Computer Science, Banaras Hindu University, Varanasi, Uttar Pradesh, 221005**. All the documents in support of eligibility criteria etc. and other required documents are to be submitted along with the Bid Documents.
- 2) Bid Document sent by any other mode will not be accepted. No Bid Document will be accepted after the expiry of stipulated date and time for the purpose under any circumstances whatsoever.
- 3) The Bid shall be submitted not later than **5.00 PM of 07/02/2022** addressed to **The Head, Department of Computer Science, Banaras Hindu University, Varanasi, Uttar Pradesh, 221005**.
- 4) No Bid shall be accepted after the specified date and time. However, the Competent Authority reserves right to extend the date / time for submission of bids, before opening of the Technical Bids.

(K) BID OPENING PROCEDURE

- 1) The Technical Bids shall be opened on **8/02/2022** at **3.00 P.M.** by the Competent Authority/ authorized committee of the Department, in the presence of such bidders, who may wish to be present themselves personally or through their representatives.
- 2) A letter of authorization shall be submitted by the Bidder's representatives,

if they are personally present, before opening of the Bids.

- 3) Absence of bidder or their representative shall not impair the legality of the opening procedures.
- 4) After opening of the Technical Bids, the technical bids shall be evaluated later to ensure that the bidder meets the minimum eligibility criteria as specified in the RFP Document.
- 5) Bids shall be declared as valid or Invalid based on the preliminary scrutiny, i.e. by the Tender Opening Committee. However, detailed evaluation shall be done only in respect of valid Bid.
- 6) The date fixed for opening of bids, if subsequently declared as holiday by the Government, the revised date of schedule will be notified. However, in absence of such notification, the bids will be opened on next working date, and time remaining unaltered.

(L) CLARIFICATION ON TECHNICAL BID EVALUATION

- 1) The Technical Bids shall be evaluated based on the available documents submitted by the bidder. To assist in the examination, evaluation, and comparison of the bids, and qualification of the bidders, the Department may, at its discretion, ask any bidder for a clarification of its bid. Any clarification submitted by a bidder that is not in response to a request by the Department shall not be considered. The Department's request for clarification and the response shall be in writing.
- 2) If a bidder does not provide clarifications of its bid by the date and time set in the client's request for clarification, its bid shall be rejected.

(M) EVALUATION CRITERIA

The Department will evaluate the technical bids only. Financial are in-line with the terms mentioned in notification in The Gazette of India CG-DL-E-06012021-224213.

The technical bids will be evaluated based on the criteria described further in this document, by a competent committee.

(N) PRE-QUALIFICATION CRITERIA

The following shall be the minimum Pre-Qualification Criteria for selection of bidders at technical bid stage of the bidding process: -

- 1) Legally Valid Entity: The Bidder/Bidding Firm shall necessarily be a legally valid entity in the form of a Limited Company or a Private Limited Company registered under the Companies Act, 1956 or Limited Liability Partnership Firm/Partner Firm under LLP Act, 2008 or Indian Partnership Act, 1932. Company should have valid registration existence for a minimum period of 10 years. The proof for supporting the legal validity of the Bidder/Bidding Firm shall be scanned and uploaded with the bid documents.
- 2) Registration: The Bidder/Bidding Firm must be registered with GSTN. Copy of relevant Statutory Registration like PAN, GSTN, TIN No., should be attached.
- 3) Agency should have average annual turnover of at least Rs. 2 Crore or above during the financial years 2015-16, 2016-17, 2017-18 2018-19 and 2019-20. Audited balance sheets and profit and loss accounts authenticated by the statutory auditor or firm of Chartered Accountants, CA Certified Turnover statement to be provided.
- 4) Agency should be empanelled with Uttar Pradesh Skill Development Mission/ Uttarakhand Skill Development Mission since the last three years or more. Copy of Agreement/MoU/Work order to be provided.
- 5) Agency should have conducted at least one training programme experience of minimum Rs. 50 lakhs for any Central Government Ministry during the last 5 years. Copy of Agreement/MoU/Work order/target allocation letter to be provided.
- 6) Agency should have conducted five or more Government funded Skill

Development training programmes covering at least 5000 candidates in Uttar Pradesh/Uttarakhand during the last five years i.e. 2015-16, 2016-17, 2017-18, 2018-19 & 2019-20. Copies of work orders for these projects to be provided.

- 7) Agency should have at least 10 training centers in Uttar Pradesh/Uttarakhand. Copy of Ownership/Rent agreement to be provided.
- 8) Number of on-roll faculty/ Resource Persons/ Training Coordinators providing technical trainings in IT/ITES / Digital Technologies should be at least 10. Self-certified list of at least 10 faculty/ Resource Persons/trainers to be provided.
- 9) Blacklisting/Debarring: Agency must not be blacklisted/ debarred/ suspended/banned by any Ministry/ Department of State or Central Government/PSU on the closing date of this Request for Proposal. A Self Declaration stating to this effect is required to be signed by authorized signatory of the agency with seal.

(O) EVALUATION CRITERIA AND MARKS

S. No	Criteria	Mandatory Documents	Max Marks
1	<p>Agency Credentials: A company incorporated under Companies Act, Indian Partnership Act/ LLP Act.</p> <p>Company Type</p> <p>a. LLP: 4 Marks</p> <p>b. Partnership :5 Marks</p> <p>c. Private Limited: 8 Marks</p> <p>d. Limited: 10 Marks</p>	<p>Certificate of Incorporation, Memorandum and Articles of Association. Copy of PAN card. Copy of GST Registration</p>	10
2	<p>Agency Existence: The Agency should be in existence and operational since ten years or more</p>	<p>Certificate of Incorporation Company Status from</p>	10

	<p>a. < 10 Years: 1 Marks b. 10 to 15 years: 3 Marks c. 15-20 Years: 5 Marks d. 20-25 Years: 7 Marks d. More than 25 Years: 10 Marks</p>	MCA portal	
3	<p>Financial Capability: The Agency should have average annual turnover of at least Rs. 2.00 Cr. or above for the financial years 2015-16, 2016-17, 2017-18, 2018-19 and 2019-20. a. < 2.0 Cr : 1 Marks b. 2.00 Cr <= 2.50 Cr: 5 Marks c. 2.50 Cr <= 3 Cr: 7 Marks d. > 3.00 Cr : 10 Marks</p>	<p>Audited balance sheets and profit and loss accounts, ITR authenticated by the Statutory auditor or firm of Chartered AccountantsCA Certified Turnover statement to be provided</p>	10
4	<p>Bidder Should be Empanelled with Uttar Pradesh Skill Development Mission since at least last three years Not Empanelled: 0 Marks Empanelled since a. 3 years: 1 Marks b. 3 <= 5 years: 2 Marks c. 5 < 7 years: 3 Marks d. >= 7 years: 5 Marks</p>	<p>Copy of Agreement/MoU to be provided</p>	5
5	<p>Bidder Should be Empanelled with Uttarakhand Skill Development Mission Not Empanelled: 0 Marks Empanelled since a. 3 years: 1 Marks b. 3 <= 5 years: 2 Marks c. 5 < 7 years: 3 Marks d. >= 7 years: 5 Marks</p>	<p>Copy of Agreement/MoU to be provided</p>	5

6	<p>Training Experience: Should have conducted at least One non-residential training programmes for any Central Govt. Ministry during the last 5 years (from FY 2015-16 onwards).</p> <p>a. No training Programme : 0 Marks b. 1 Training Programme: : 3 Marks c. 2 or more training Programme: 5 marks</p>	Copy of agreement/Work Order/Target allocation letter from the Ministry	5
7	<p>Should have completed at least one non-residential training programme of minimum Rs. 50.00 lakhs for any Central Govt. Ministry during the last 5 years (from FY 2015-16 onwards).</p> <p>a. No training Programme : 0 Marks b. One or more training programme of Rs. 50.00 lakhs - Rs. 75 lakhs each: 1 marks c. One or more training programme of Rs. 75.00 lakhs - Rs. 100 lakhs each: 2 marks d. One or more training programme of Rs. 100 lakhs - Rs. 125 lakhs: 3 Marks e. More than 1 training programme of value more than Rs. 125 lakhs each: 5 marks</p>	Copy of Sanction order from the Ministry	5
8	<p>General Training Experience: Agency should have core capability and demonstrated evidence in conducting government funded training programmes (Any 5 Programmes from FY 2015-16, onwards) Upto 5 programmes: 1 Mark, 1 mark for each additional programme upto max 5 marks</p>	Copy of agreement/Work Order	5
9	<p>Training Capability: Should have conducted Government funded Skill Development training programmes covering at least 5000 candidates in Uttar Pradesh/Uttarakhand in last five years</p>	Copies of work orders for these projects to be provided.	5

	2015-16, 2016-17, 2017-18, 2018-19 & 2019-20		
10	Placements: Agency should have placed at least 2000 nos. candidates trained by them under any Government sponsored skill development training programme.	Documentary evidence such as MIS portal report/ Placement Report from the Govt. funding authority to be provided	5
11	Training Infrastructure: The bidder should have at least 10 training centers with at least seven centers in Uttar Pradesh and at least three in Uttarakhand.	Copy of ownership/Rent agreement to be provided	5
12	Faculty/Resource Persons/Training Coordinators: Number of on-roll faculty/ Resource Persons/ Training Coordinators providing technical trainings in IT/ITES / Digital Technologies. Upto 10 faculty: 1 Mark, 1 mark for each additional faculty, upto max 5 marks	Self-certified list of at least 10 faculty/ Resource Persons/trainers to be provided.	5
		Sub-Total	75
The agency should obtain at least 60 marks to qualify for the technical presentation. The technical presentation shall be of 25 marks.			
Quality of Proposal (based on Technical Proposal & Presentation) (Max. Marks: 25)			
13	Understanding the Objective and purpose of the work, requirement, Deliverables. Description of approach and methodology proposed to be adopted including description of the proposed platform/ system to be used for envisaged system. Work plan and resource planning proposed for completing the envisaged work in the stipulated time frame.		15
14	Post edit/verification capability for efficient and accurate delivery/ placement		10
Final Score			100

(P) SELECTION OF SUCCESSFUL BIDDER

- 1) Selection will be on the basis of combined Quality Based selection criteria.
- 2) Cut off to qualify for technical presentation round: 60 marks (absolute technical marks).
- 3) The selection of the successful bidder will be based on the highest marks on the basis of Final Score.
- 4) The Letter of Intent/work order will be issued to the bidder who will score the highest score for envisaged work.

(Q) SPECIAL TERMS AND CONDITIONS

- 1) BHU through this RFP intends to select Training Agencies as Implementing Partners to undertake training programmes across the entire value chain of organized digital technology sectors on the terms and conditions as stipulated in the RFP.
- 2) Selection of the agency will be provisional and target for training under the scheme will be awarded to the agency subject to the availability of the training target, budget and training capacity as laid down by BHU/ funding agency from time to time.
- 3) Prohibition on sub-letting: The selected Agencies must run the program by themselves and any kind of sub- letting or sub-contracting or franchisee arrangement for the conduction of training is strictly prohibited under any circumstances.
- 4) No joint venture or consortium or association is permissible.

- 5) Merely fulfilling the eligibility criteria for selection of applicant under this RFP or getting empaneled, will not guarantee allocation of work or award of target to the agency.
- 6) BHU reserve the right to accept or reject the proposal.

(R) PERFORMANCE SECURITY DEPOSIT

The successful bidder has to deposit Performance Security Deposit (PSD) of a sum equivalent to 3% of the accepted contract value in favour of **The Head, Department of Computer Science, Banaras Hindu University, Varanasi, Uttar Pradesh payable at Varanasi in form of Performance Bank Guarantee (PBG)/ Fixed Deposit Receipt (FDR) made in the name of the agency/firm and hypothecated to the The Head, Department of Computer Science, Banaras Hindu University, Varanasi, Uttar Pradesh within fifteen days of the acceptance of the LoA.** The PSD shall remain valid for a period of 12 months from the date of commencement of the contract. The PSD would be refundable only after successful completion of the contract. The Performance Security Deposit (PSD) will be forfeited by order of the Competent Authority in the Department of Computer Science, Banaras Hindu University, Varanasi, Uttar Pradesh in the event of any breach or negligence or non-observance of any terms & conditions of the contract.

(S) SERVICE LEVEL AGREEMENT

- 1) The empanelled Training Partners must ensure that, all the under-training candidates punch in and punch-out their attendance on regular basis.
- 2) The selected organization must ensure uninterrupted power/ electricity during training and will have to keep in place appropriate safety measures for the safety of the candidates, personnel deployed there in and of the available infrastructures at their own cost and responsibility.

- 3) The Agencies/Training Partner must maintain the required infrastructure and personnel at the centres always during training.
- 4) Trainees under the scheme will be selected through a transparent and inclusive process. The trainee must be a citizen of India possessing an Aadhaar Card (unless exempted under Aadhaar Act, 2016) with age over 18 years. Preference will be given to the marginalized social groups like women, SC/ST, differently-abled persons, minorities and persons from the BPL category.
- 5) A minimum of 70% attendance during training is mandatory for a trainee to be eligible for assessment.
- 6) Infrastructure for conduct of Training: The training partner must possess the requisite training infrastructure as per requirement in the digital technology training.
- 7) Trainer: Each of the training centre will be run by a qualified trainer and support staff.
- 8) Course Content: Only the courses which are aligned with NSQF will be offered to the trainees. The content for each course/ programme shall be need-based to meet the highest standards and requirements of the related industry segment, including awareness about labour laws. Use of multimedia content and other applications of Information Technology (IT) would be encouraged.
- 9) Assessment and Certification: Third Party Assessment and Certification will be mandatory for all the eligible trainees.
- 10) The training partner will provide complete details of candidates trained, including their mobile numbers. The department may call any candidate after the training to know their feedback.

- 11) Placement: The training partner shall provide placement to 70% of successfully certified trainees, trained in organized sector under the scheme in wage employment/self-employment.
- 12) Post Placement Tracking: Each trainee will be tracked by the training partner for a period three months from the date of certification of training. The training partner will be required to provide the details of candidates trained and their subsequent placement, along with the supporting documentary proof.
- 13) The training partner will allow and facilitate expert committee visits for physical verification of training activities.
- 14) The training partner will be fully responsible for end-to-end activities related to training, including any unforeseen expenses. In any case, they will not charge any training fee from the candidates being trained.

(T) LIQUIDITY DAMAGE

If the selected agency fails to deliver within the specified period, the Department shall without prejudiced to its other remedies, deduct liquidity damage @rate of 1% of the price of the delay for each and every week subject to maximum of 10% of delayed work value and the same shall be recoverable or deducted from the bills due to the firm. The Department of Computer Science, Banaras Hindu University shall be at the liberty to terminate the agreement, cancel the work order and may also forfeit the performance security deposit.

(U) ARBITRATION

In the event of any dispute or difference between the parties relating to the interpretation and application of the provision of this contract, such disputes or differences shall be resolved amicably by mutual consultation. If such disputes or

differences are not resolved amicably by mutual consultations, such disputes or differences shall refer by either party for arbitration to Registrar, Banaras Hind University for referring the same to sole arbitrator to nominated by mutual consent of both parties there in.

(V) FORCE MAJEURE

For purpose of this clause, “Force Majeure” means an event beyond the control of the firm and not involving the firm’s fault or negligence and not forcible. Such events may include Acts of God, War, Fire, Explosion, Flood, Epidemic, Pandemic, Lockdown, Containment etc. If the Force Majeure situation arises; the firm shall notify the Department in writing of such condition and the cause thereof. Unless otherwise directed by the Head, Department of Computer Science, BHU in writing, the firm shall continue to perform its obligation under the agreement as far as reasonably practical, and shall seek all reasonable means for performance not prevented by the Force Majeure event.

Bid Security Declaration format

Tender No. _____

Date: _____

To,

_____,

_____,

Sir,

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Security Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Security Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Sign

in the capacity of _____,

Name: _____,

Duly authorized to sign the bid for an on behalf of _____

Dated on _____,