

Request for Proposal
for
Selection of an Entity for Online Proctored Assessment of Skill
Competency in IT & ITeS sectors for Applicants registered in
Karmo Bhumi portal

Tender No. 430-ITE/ 14021/2/2020_2

Issued by: -

Society for Natural Language Technology Research (SNLTR)
Department of Information Technology and Electronics
Government of West Bengal
Moni Bhandar (6th Floor)
Premises of Webel Bhavan
Block- EP & GP, Sector-V, Salt Lake,
Kolkata-700091

Disclaimer

This Notice Inviting e-Tender (NIT) contains brief information about the project/ assignment, qualification requirements and the selection process for the successful bidder. The purpose of this NIT document is to provide bidder(s) with information to assist the formulation of their bid application. Whilst the information in this NIT has been prepared in good faith, it is not and does not purport to be comprehensive or to have been independently verified. Neither Society for Natural Language Technology Research (SNLTR), nor any of its officers or employees, nor any of their advisers nor bidders accept any liability or responsibility for the accuracy, reasonableness or completeness of the information contained in the NIT, or for any errors, omissions or misstatements, negligent or otherwise, relating to the proposed project/ assignment, or makes any representation or warranty, express or implied, with respect to the information contained in this NIT is based or with respect to any written or oral information made or to be made available to any of the recipients or their professional advisers and, so far as permitted by law and except in the case of fraudulent misrepresentation by the party concerned, and liability therefore is hereby expressly disclaimed.

The information contained in this NIT document or subsequently provided to interested bidder (s) in writing by or on behalf of Society for Natural Language Technology Research (SNLTR) is provided to the applicant(s) on the terms and conditions set out in this NIT documents and any other terms and conditions subject to which such information is provided.

This NIT document is not an agreement and is not an offer or invitation by Society for Natural Language Technology Research (SNLTR). to any other party. The terms on which the project/ assignment is to be developed and the right of the successful applicant should be as set out in separate agreements. Department of IT & Electronics (DoIT&E), Govt. of West Bengal reserves the right to accept or reject any or all applications without giving any reasons thereof. Society for Natural Language Technology Research (SNLTR) would not entertain any claim for expenses in relation to the preparation of NIT submissions.

Notice Inviting e-Tender

SNLTR under the aegis of DoIT&E, invites e-tender (**Tender No.** 430-ITE/ 14021/2/2020_2, dated 11 November 2020) for the work mentioned in the Table below. Bids are invited from reputed firms with experience in Online Proctored Assessment of Skill Competency in IT & ITeS sectors for Applicants registered in Karmo Bhumi portal. Submission of bid(s) would be through electronic bidding process. The duration of engagement of the successful bidder/ selected entity would be initially for six (6) months. This engagement may be further extended up to a further period of Twelve (12) months, subject to mutual agreement between SNLTR and the successful bidder/ selected entity. Last date of submission of Tender proposal would be 2 December 2020, 4 pm (16:00 hours). Please refer Fact sheet of RFP for other important dates

Brief about the Tender

Name of the Project/ assignment	Earnest Money Deposit in INR (Refundable)
Selection of an Entity for Online Proctored Assessment of Skill Competency in IT & ITeS sectors for Applicants registered in Karmo Bhumi portal	60,000

- a) Intending bidders to download the tender documents from the website <https://wbtenders.gov.in> directly.
- b) The bidder would be required to submit and EMD of INR 60,000/- through NEFT/ RTGS in the portal of the website: <https://wbtenders.gov.in> as per G.O 3975-F(Y) dated 28th July 2016 issued by Finance Department, Govt. of West Bengal. For details regarding payment procedure & guideline on the same, bidders are advised to follow the mentioned order and portal. Digitally signed Technical Bid and Financial Bid, to be submitted through the website <https://wbtenders.gov.in>
- c) Submission of the Bid should be made as per the stated time schedule mentioned in Fact Sheet of the RFP.
- d) The Technical proposal of the prospective bidder would be evaluated only if the Eligibility criteria are found qualified by the 'Tender Evaluation Committee'.
- e) The Financial proposal of the prospective bidder would be considered only if the Technical proposal is found qualified by the 'Evaluation Committee'. The decision of the 'Tender Evaluation Committee' would be final and absolute in this respect.

Fact sheet

S. No.	Information	Details
1.	Tender No. & Date	430-ITE/ 14021/2/2020_2, dated 11 November 2020
2.	Tender Version	1.0
3.	Brief description or objective of the project/ assignment	This RFP has been published with the objective of on-boarding an entity/organization/ company/ firm who would assist SNLTR in achieving the aforementioned objective by conducting online, proctored skill competency assessment in examination environment, evaluate their performance and endorse their performance in the form of a score-card and competency certificate.
4.	Tender issuing entity	Society for Natural Language Technology Research (SNLTR), under the aegis of Department of Information Technology and Electronics (DoIT&E)
5.	Tender Type	Open
6.	No. of Covers	Two (2)
7.	Resubmission/ withdrawal	No
8.	Mode of Submission Mode of Payment (EMD)	Online only
9.	Bid validity	120 days from the Date of Publishing
10.	Date of uploading of N.I.T. & other Documents (online) (Date of Publishing)	11 November 2020
11.	RFP download Start Date (online) and Time	11 November 2020, 2 pm (14:00 hours)
12.	Last Date and Time of sending the Pre-bid queries/ Clarifications (only by E-mail)	18 November 2020, 2 pm (14:00 hours)
13.	Pre-bid Meeting (online)	18 November 2020 (Link for online meeting and Time would be posted in the e-tendering portal)
14.	Corrigendum publication, if any (online)	23 November 2020 or earlier

S. No.	Information	Details
15.	Last Date & Time of submission of original EMD	2 December 2020, 4 pm (16:00 hours)
16.	Last Date & Time of submission of Technical and Financial proposals	2 December 2020, 4 pm (16:00 hours)
17.	Date & Time of opening Technical proposal(s) (online)	4 December 2020, 5 pm (17:00 hours)
18.	Opening of Financial proposals (online) and declaration of result	To be notified later
19.	Earnest Money Deposit	The bidder would pay EMD of INR 60,000/- through net banking or through RTGS/NEFT in the portal of the website: https://wbtenders.gov.in as per G.O 3975-F(Y) dated 28 July 2016 issued by Finance Department, Govt. of West Bengal. For details regarding payment procedure & guideline on the same, bidders are advised to follow the mentioned order and portal.
20.	Duration of the project/ assignment	6 months from the date of executing MoU
21.	Contact person	Shri Sibanshu Mukherjee E-mail: sibansu.nltr@wb.gov.in

Abbreviation

Abbreviations	Descriptions
BG	Bank Guarantee
DoIT&E	Department of IT & E, Govt. of West Bengal
DSC	Digital Signature Certificate
EMD	Earnest Money Deposit
GST	Goods & Service Tax
INR	Indian Rupees
LoI	Letter of Intent
MoU	Memorandum of Understanding
PBM	Pre-Bid Meeting
PAN	Permanent Account Number
PBG	Performance Bank Guarantee
PSU	Public Sector Undertaking
PO	Purchase Order
NIT	Notice Inviting e-Tender
RFP	Request for Proposal
SNLTR	Society for Natural Language Technology Research
SSO	Single Sign On
TEC	Tender Evaluation Committee

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1. Background of the Project/ assignment

1.1. Background

The Society for Natural Language Technology Research (SNLTR) on behalf of the Department of Information Technology & Electronics (DoIT&E), Government of West Bengal launched Karmo Bhumi (<https://karmobhumi.nltr.org/>) in June 2020. It is a web-based skill-registry platform for **IT & ITeS sectors**, to collaborate between the job-seekers and the employers. It is aimed to emphasize on skill and increase employability of the registered applicants. As an initiative by Govt. of West Bengal, the platform and its services are absolutely free for the Employers and Placement Agencies as well as for Applicants.

Since its launch, Karmo Bhumi received more than 34,000 registrations from Applicants and 300+ Employers have been onboarded.

The registration process is simple and concise, comprising minimal steps. No demographic information of the Applicant is being captured so as to make the portal data agnostic, data neutral and data sovereign. The Employers and Placement Agencies can choose from Applicants, registered in **30 Skills & Technologies** (IT & ITeS). The Applicants can be shortlisted, downloaded and contacted directly by the Employers and Placement Agencies, without the need to pay any premium and interventions by the Dept. We are shortly coming-up with the provision of Job Posting and Job Boards, to further facilitate the Employers' needs.

Bidder (s) are requested to visit [Karmo Bhumi](#) portal on their own to improve their idea; they may register in the portal to familiarize with existing features and functionalities of the portal.

1.2. Objective of the RFP

Given that a considerable population of Applicants have already registered in the portal in Skill(s) of their choice, their candidature is open for evaluation by the prospective Employer (s) for employment opportunities. In order to shortlist the credible Applicants matching the Skill requirements of the Employer (s), some recognition of the Applicants would act as a skill-verified tag which would endorse the competencies of the Applicants' learning, knowledge and ability to undertake assignments.

This RFP has been published with the objective of on-boarding an entity/organization/ company/ firm who would assist SNLTR in achieving the afore-mentioned objective by conducting online, proctored skill competency assessment in examination environment, evaluate their performance and endorse their performance in the form of a score-card and competency certificate.

2. Instruction to bidders

2.1. Definitions

In this document, the following terms should have the following respective meanings:

“Agreement” means the Agreement to be signed between the successful bidder/ selected entity and SNLTR including all attachments, appendices, all documents incorporated by reference thereto together with any subsequent modifications, the RFP, the bid offer, the acceptance and all related correspondences, clarifications, presentations.

“Contract” is used synonymously with Agreement.

“Deliverables” means the documents as mentioned in this RFP

“Default Notice” should mean the written notice of Default of the Agreement issued by one Party to the other.

“Fraudulent Practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a Contract and includes collusive practice among bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive the SNLTR and eventually Govt. of West Bengal of the benefits of free and open competition.

“Law” should mean any Act, notification, by law, rules and regulations, directive, ordinance, order or instruction having the force of law enacted or issued by the Government of India and/or the Government of West Bengal or any other Government or regulatory authority or political subdivision of government firm.

“Services” means the work to be performed by the bidder pursuant to this Contract, as described in the detailed Scope of Work.

2.2. General

While every effort has been made to provide comprehensive and accurate background information and requirements the bidder(s) must form their own conclusions about the solution needed to meet the requirements. All information supplied by the bidder(s) may be treated as contractually binding on them, upon successful award of the assignment. No commitment of any kind, contractual or otherwise should exist unless and until a formal written contract agreement has been executed by or on behalf of the SNLTR. Any notification of preferred bidder status by SNLTR should not give rise to any enforceable rights by the bidder(s). SNLTR might cancel this public procurement at any time prior to a formal written contract being executed by or on behalf of SNLTR.

2.3. Guidelines for e-Tendering

Instructions / guidelines for electronic submission of the tenders have been annexed for assisting the bidders to participate in e-Tendering.

2.3.1. Registration of bidder

Any bidder willing to take part in the process of e-Tendering would have to be enrolled & registered with the Government e-Procurement System through logging on to <https://wbtenders.gov.in>. The bidder is to click on the link for e-Tendering site as given on the web portal.

2.3.2. Digital Signature Certificate (DSC)

Each bidder is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated above. DSC is given as a USB e-Token. The bidder can search & download N.I.T. & BOQ electronically from computer once he logs on to the website mentioned above using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

2.3.3. Submission of Tenders

Tenders are to be submitted online to the website in two folders at a time for each tender (one is Technical Proposal & the other is Financial Proposal) before the prescribed date & time **{2 December 2020, 4 pm (16:00 hours)}** using the Digital Signature Certificate (DSC). The documents to be uploaded should be virus scanned copy duly Digitally Signed. The documents would get encrypted (transformed into non-readable formats).

2.4. Mode of submission of bid response

Bid is to be submitted ONLINE through the e-procurement website stated earlier in two folders at a time, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time **using the Digital Signature Certificate (DSC)**. Only the Digitally Signed documents are to be uploaded after proper virus scanning. The documents would get encrypted (transformed into non-readable formats).

2.5. Compliant Proposals / Completeness of Response

The bidder(s) are advised to study all instructions, forms, terms, requirements and other information in tender document carefully. Submission of the bid would be deemed to have been done after careful study and examination of this tender document with full understanding of its implications. The response to this tender document should be full and complete in all respects. Failure to furnish all information required by this tender document or submission of a proposal response not substantially responsive to this tender document in every respect would be at the bidder's risk and would result in rejection of its bid proposal and forfeiture of the bid EMD.

2.6. Proposal Preparation Costs

The bidder would be responsible for all costs incurred in connection with participation in this tendering process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/ discussions/ presentations, preparation of proposal, in providing any additional information required by SNLTR to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process. SNLTR would in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process. Also, all materials submitted by the bidder(s) become the property of SNLTR and may not be returned completely at its sole discretion. There is NO COST for procuring this RFP/ bid document.

2.7. Language of Bid & Correspondence

The proposal would be prepared by the bidder(s) in English language only. All the documents relating to the proposal (including brochures) supplied by the firm should also be in English, and

the correspondence between the bidder & SNLTR would be in English language only. The correspondence by e-mail must be subsequently confirmed by a duly signed formal copy.

2.8. Pre-Bid Clarifications

All enquiries/ clarifications from the bidder(s), related to this tender document, must be sent to sibansu.nltr@wb.gov.in by **18 November 2020, 2 pm (14:00 hours)**. *No request for clarification from any bidder would be entertained after the last date of queries/ clarifications.* SNLTR would not be responsible for ensuring that the bidders' queries have been received by them. SNLTR would endeavour to provide a complete, accurate and timely response to all questions. However, SNLTR does not undertake to answer all the queries that have been posed by the bidder(s). The responses to the queries from all bidder(s) would be distributed to all and posted on the portal.

SNLTR would hold an online pre-bid meeting. The link and platform for online meeting and Time would be posted in the <https://wbtenders.gov.in>. Bidders are suggested to visit the portal on a periodic basis to note the same.

The bidder(s) is advised to furnish the queries strictly as per the following proforma:

S. No.	Pg. No.	Section No.	Section Name	Content of tender requiring clarification	Point seeking clarification
1.					
2.					
3.					

2.9. Corrigendum: Amendment(s)/ Supplement information

At any time prior to the last date for receipt of bid response(s), SNLTR might, for any reason whether at its own initiative or in response to the clarification(s) requested by bidder(s), modify or incorporate additional information in this tender document by a Corrigendum/ Amendment/ Addendum.

SNLTR would endeavour to publish the response to almost all the queries at the earliest possible date in the form of a Corrigendum/ Addendum. The modifications published in the Corrigendum/ Addendum (if any) would supersede the terms & conditions set forth in this tender document. Publication of Corrigendum or responding to each & every queries put forward by the bidder(s) would be at the discretion of SNLTR. In case of no response towards any particular query, the original clause of the tender document would hold true.

Also, in order to afford prospective bidder(s) reasonable time in which to take the amendment into account in preparing their bid response(s), SNLTR may, at its discretion, extend the last date for the receipt of bid proposal(s).

2.10. Right to Terminate the Process

SNLTR might terminate the tendering or bid process at any time and without assigning any reason. SNLTR makes no commitments, explicit or implied that this process would result in a business transaction with anyone.

2.11. Earnest Money Deposit (EMD)

The sole bidder/ prime bidder (in case of consortium) would pay the EMD of Indian Rupees Sixty Thousand only (INR 60,000/-) through NEFT/ RTGS in the portal of the website <https://wbtenders.gov.in/nicgep/app> (as per G.O 3975-F(Y) dated 28th July 2016 issued by Finance Department, Govt. of West Bengal). For details regarding payment procedure and guidelines on the same, the bidder(s) is advised to follow the mentioned order and portal. Any bid proposal/ response not accompanied with the EMD would be rejected. The EMD should be valid for a period of 120 days from the last date of submission of the bid response, as mentioned in this tender document (or any Corrigendum published thereafter). The validity of the EMD might be extended for another period of 30 days, beyond the initial validity period of 120 days, in written agreement from the participating bidder(s). Should such case arise, SNLTR would inform the bidder(s) in writing or e-mail, seeking their agreement for extension of the EMD validity beyond 120 days from the last date of submission of the bid.

No interest would be payable to the bidder(s) on the amount of the EMD. The EMD of the unsuccessful bidder/ selected entity would be discharged/ returned as promptly as possible, upon the signing of contract/ MoU, with the successful bidder/ selected entity or expiration of the bid validity period, whichever is earlier, as per the settlement procedure of e-tender portal.

2.11.1. Forfeiture of EMD

The EMD furnished by the bidder(s) may be forfeited under the following cases:

- If bidder withdraws the proposal before the expiry of bid validity period.
- During the evaluation process, if a bidder indulges in any such activity as would jeopardize the process. The decision of SNLTR regarding forfeiture of EMD should be final and should not be called upon for explanation under any circumstances.
- If bidder violates any of the provisions of the terms and conditions of the proposal.
- In the case of successful bidder/ selected entity, if bidder fails to:
 - a) Accept the work order along with the terms and conditions.
 - b) Furnish performance security.
 - c) Abide by any of the work conditions of this proposal or indulges in any such activities as would jeopardize the work.
 - d) Ensure submitting false/misleading information/declaration/documents/proof/etc.

The decision of SNLTR regarding forfeiture of EMD would be final and should not be called upon to any explanation under any circumstances.

2.12. Performance Bank Guarantee (PBG)

Within 15 working days of notifying the acceptance of proposal for the award of contract, the successful bidder/ selected entity would be required to furnish a Performance Bank Guarantee (PBG) from an Scheduled Commercial Bank (as per RBI), as per Annexure 12 , amounting to 10%

of the total bid value / Financial proposal for the entire contract period, as its commitment to perform services under the contract.

The PBG should be valid for the contract period and 90 days beyond the contract end date. The selected bidder may be asked to extend the PBG according to progress of the project/ assignment. Failure to comply with the requirements should constitute sufficient grounds for the forfeiture of the PBG. The PBG should be released after expiry of contract provided there is no breach of contract on the part of the bidder. No interest would be paid on the PBG.

2.13. Consortium

A bidder is allowed to submit bid proposal response to this tender, in consortium with another member (*only one consortium member allowed*) or as a sole bidder. In case of a consortium bid, the members would be identified as Prime bidder and Consortium member and would be required to furnish along with the bid proposal response a copy of the executed MoU between the two, with clearly defined roles & responsibilities w.r.t. to the Scope of Work mentioned in this tender document; **failure to submit the same would result in immediate rejection of bid evaluation.**

- The EMD needs to be furnished by the by the Prime bidder ONLY; in all such cases of unsuccessful bid(s), the EMD would be returned to the Prime bidder ONLY.
- Similarly, the PBG needs to be furnished by the by the Prime bidder ONLY; upon completion of the project/ assignment duration, the PBG would be returned to the Prime bidder ONLY.
- All payment Invoices would need to be raised and submitted by the Prime bidder ONLY; however, each Invoice needs to be initialled by the Consortium member.

2.14. Signing of Agreement

SNLTR would award the contract to the most successful bidder as per the evaluation process stated in the tender. A formal Contract Agreement/ MoU would be executed within 30 days of declaration of the successful bidder/ entity.

2.15. Liability

In case of any default on bidder's part or other liability, SNLTR should be entitled to recover damages from the bidder. In each such instance, regardless of the basis on which SNLTR is entitled to claim damages from the bidder (including fundamental breach, negligence, misrepresentation, or other contract or tort claim), the bidder should be liable for no more than:

- Payment referred to in the Patents and Copyrights clause.
- Liability for bodily injury (including death) or damage to real property and tangible personal property limited to that cause by the bidder's negligence.
- As to any other actual damage arising in any situation involving non-performance by bidder pursuant to or in any way related to the subject of this RFP, the charge paid by SNLTR for the individual product or Service that is the subject of the Claim.
- However, the bidder should not be liable for any indirect, consequential loss or damage, lost profits, third party loss or damage to property or loss of or damage to data or for any direct loss or damage that exceeds the total payment for Contract Price made or expected to be made to the bidder hereunder.

2.16. Patents & Copyright

If a third party claims that a product delivered by the bidder to SNLTR under this project/ assignment, infringes that party's patent or copyright, the bidder should defend SNLTR against that claim at bidder's expense and pay all costs, damages, and attorney's fees that a court finally awards or that are included in a settlement approved by the bidder.

2.17. Governing Laws

This contract should be governed by and interpreted in accordance with Laws in force in India. The courts at Kolkata should have exclusive jurisdiction in all matters arising under the contract. The bidder should keep himself fully informed of all current national, state and municipal law and ordinances. The bidder should at their own expense, obtain all necessary permits and license and pay all fees and taxes required by law. These would be bidder's entire obligation regarding any claim of infringement.

2.18. Termination for Default

In case the performance of bidder is deemed unsatisfactory (manifested in delays, lack of quality, unavailability of resources, lack of results/outcomes as expected and agreed) the client reserves the right to issue a letter of concern in case of dissatisfaction with selected bidder's work. Selected bidder may be asked to submit clarifications or a reply regarding the same. In case of incomplete/delayed/dissatisfactory response or if the concerns are not adequately addressed, the client reserves right to issue letter of dissatisfaction to the bidder stating the reasons. On issuance of two or more such letters of dissatisfaction the client (SNLTR) reserves the right to terminate the contract by issuing a 30 days' notice period to the bidder. In such eventuality SNLTR would invoke the amount held back from the bidder as PBG. Decision of SNLTR in this regard would be final and abiding without any prejudice to any other remedy or right of claim for breach of contract for the bidder.

2.19. Jurisdiction Clause

Jurisdiction of the engagement would be limited only to courts in Kolkata.

2.20. Arbitration Clause

In case of any disputes, the arbitrator may be selected based on mutual agreement between the client SNLTR and bidding firm.

2.21. Force Majeure

It is hereby defined as any cause, which is beyond the control of the bidder or SNLTR as the case may be, which such party could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the contract, such as

- War, Hostilities or warlike operations (whether a state of war be declared or not), invasion, act of foreign enemy and civil war.
- Rebellion, revolution, insurrection, mutiny, usurpation of civil or military, government, conspiracy, riot, civil commotion and terrorist area.
- Confiscation, nationalization, mobilization, commandeering or requisition by or under the order of any government or de facto authority or ruler, or any other act or failure to act of any local state or national government authority.

- Strike, sabotage, lockout, embargo, import restriction, port congestion, lack of usual means of public transportation and communication, industrial dispute, shipwreck, shortage of power supply epidemics, quarantine and plague.
- Earthquake, landslide, volcanic activity, fire flood or inundation, tidal wave, typhoon or cyclone, hurricane, nuclear and pressure waves or other natural or physical disaster.

If either party is prevented, hindered or delayed from or in performing any of its obligations under the Contract by an event of Force Majeure, then it should notify the other in writing of the occurrence of such event and the circumstances of the event of Force Majeure within fourteen days after the occurrence of such event. The party who has given such notice should be excused from the performance or punctual performance of its obligations under the Contract for so long as the relevant event of Force Majeure continues and to the extent that such party's performance is prevented, hindered or delayed.

The party or parties affected by the event of Force Majeure should use reasonable efforts to mitigate the effect of the event of Force Majeure upto its or their performance of the Contract and to fulfil its or their obligation under the Contract but without prejudice to either party's right to terminate the Contract.

No delay or non-performance by either party to this Contract caused by the occurrence of any event of Force Majeure should.

- Constitute a default or breach of the contract.
- Give rise to any claim for damages or additional cost or expense occurred by the delay or non-performance. If, and to the extent, that such delay or non-performance is caused by the occurrence of an event of Force Majeure

2.22. Corrupt or Fraudulent Practices

The Tender Committee requires that the bidders under this Tender observe the highest standards of ethics during the procurement and execution of such contracts. For this purpose, the definition of corrupt and fraudulent practices would follow the provisions of the relevant laws in force.

The Tender Committee would reject a proposal for award if it detects that the bidder has engaged in corrupt or fraudulent practices in competing for the contract in question.

The Tender Committee would declare a firm ineligible, either indefinitely or for a stated period of time, if it at any time determines that the firm has engaged in corrupt and fraudulent practices in competing for, or in executing, a contract.

2.23. Binding Clause

All decisions taken by the Tender Evaluation Committee regarding the processing of this tender and Award of Contract should be final and binding on all parties concerned. The Tender Committee reserves the right:

- To vary, modify, revise, amend or change any of the terms and conditions mentioned above and,
- To reject any or all the Tender/s without assigning any reason whatsoever thereof or to annul the bidding process and reject all bids at any time prior to award of contract, without thereby

incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for such decision

2.24. Grafts, Commissions, Gifts, etc.

It is the Purchaser's policy to require that bidders, bidder and bidders under contracts, observe the highest standard of ethics during the procurement and execution of such contracts. Any graft, commission, gift or advantage given, promised or offered by or on behalf of the bidder or his partner, agent, officers, director, employee or servant or any one on his or their behalf in relation to the obtaining or to the execution of this or any other contract with SNLTR should in addition to any criminal liability which it may incur, subject the bidder to the cancellation of this and all other contracts and also to payment of any loss or damage to SNLTR resulting from any cancellation. SNLTR should then be entitled to deduct the amount so payable from any monies otherwise due to the bidder under contract.

2.25. Enforcement of Terms

The failure of either party to enforce at any time any of the provision of this contract or any rights in respect thereto or to exercise any option here in provided should in no way be construed to be a waiver to such provisions, rights or options or in any way to affect the validity of the contract. The exercise by either party of any of its rights herein should not preclude or prejudice either party from exercising the same or any other right it may have hereunder.

2.26. Period of Validity of Offer

For the purpose of placing the order, the proposals would remain valid till 120 days from the bid submission date. During the period of validity of proposals, the rates quoted should not change. The bid validity might be extended for another period of 30 days, beyond the initial validity period of 120 days, in written agreement from the participating bidder(s). Should such case arise, SNLTR would inform the bidder(s) in writing or e-mail, seeking their agreement for extension of the EMD validity.

2.27. Taxes & Duties

- The prices quoted should be inclusive of all GST/ taxes/ or any other levies/ duties
- Deduction of all statutory and necessary Tax from each bill would be made as per Government Order prevailing at the time of payment. Necessary tax deduction certificate would be issued on demand by the Company.
- Bidder submitting a tender should produce up to date GST certificate issued by the concerned Tax Authority or a Certificate that the assessment is under consideration. All such clearance certificates should remain valid on the last date of submission.

2.28. Discrepancies in Bid

In case of discrepancy in the total amount quoted by the bidder in the Financial proposal format, due to error in calculations/ typographic error or any such mistake, the unit rate quoted in the said Financial proposal would be considered as final and for all evaluation of the proposal bid.

2.29. Late Bid

Late bid would not be accepted by SNLTR

2.30. Contacting SNLTR

The bidder (s) should NOT approach SNLTR officers beyond office hours and/ or outside SNLTR office premises from the time of the Bid opening to the time of finalization of successful bidder/ selected entity. Any effort by bidder to influence SNLTR office in the decision on bid evaluation, bid comparison or finalization may result in rejection of the bidder's offer. If the bidder (s) wish to bring additional information to the notice of SNLTR, it should be in writing e-mail.

2.31. SNLTR's Right to Reject any or all Bids

SNLTR reserves the right to reject any bid and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for such decision.

2.32. Bid Currencies

Prices should be quoted in Indian Rupees, inclusive of all prevailing taxes, levies, duties, cess etc.

2.33. Price

Price should be quoted as per the template/ table given in Summary of Costs only. No deviation in any form would be accepted

Price quoted should be firm, exclusive of all charges, taxes and duties.

2.34. Canvassing

Canvassing or support in any form for the acceptance of any tender is strictly prohibited. Any bidder doing so would render him liable to penalties, which may include removal of this name from the register of approved bidders.

2.35. Non-Transferability of Tender

This tender document is not transferable. Only the bidder, who has purchased this tender form, is entitled to quote.

2.36. Formats & Signing of Bid

The original and all copies of the proposals should be neatly typed and should be signed by an authorized signatory(ies) on behalf of the bidder (s). The authorization should be provided by written Power of Attorney (PoA) accompanying the proposal. **All pages of the proposal, except for un-amended printed literature, should be initialled by the person or persons signing the proposal, failing which the bid proposal (s) may be rejected for evaluation by the Tender Evaluation Committee.** The proposal should contain no interlineations, erase or overwriting. In order to correct errors made by the bidder, all corrections should be done &initialled with date by the authorized signatory after striking out the original words/figures completely.

2.37. Withdrawal of Bid

Bid CANNOT be withdrawn during the interval between their submission and expiry of Bid's validity period. Fresh Bid may be called from eligible vendors for any item(s) of work, if so required.

2.38. Interpretation of documents

If any bidder should find discrepancies or omission in the specifications or other tender documents, or in doubt as to the true meaning of any part thereof, it should make a written request

to the tender inviting authority for correction/clarification or interpretation or can put in a separate sheet along with his technical bid document.

2.39. Compliance with Law

The bidder hereto agrees that it should comply with all applicable central, state and local laws, ordinances, regulations and codes in performing its obligations hereunder, including the procurement of licenses, permits certificates and payment of taxes where required.

The bidder should establish and maintain all proper records (particularly, but without limitation, accounting records) required by any law, code/practice of corporate policy applicable to it from time to time including records and returns as applicable under labour legislation.

2.40. Authentication of Bids

The Proposal should be accompanied by a power-of-attorney in the name of the signatory of the Proposal.

2.41. General Obligations of the bidder

- A Contract Agreement or MoU is to be signed between the successful bidder/ selected entity and SNLTR within thirty days (30) from the date of being declared successful.
- This terms & conditions set forth in this RFP would be part of the Agreement.
- Successful bidder/ selected entity may consider setting up branch office in Kolkata, West Bengal, India (clause is not binding upon the successful bidder/ selected entity).
- Exit Management: The bidder should provide all such information as may reasonably be necessary to effect as seamless a handover as practicable in the circumstances to the SNLTR and which the bidder has in its possession or control at any time during the exit management period.
- The bidder should commit adequate resources to comply with its obligations under Exit Management Schedule.

3. Eligibility/ Pre-qualification Criteria

The participating entity/ bidder needs to fulfill the following criteria, endorsed by relevant supporting document(s), in order to be eligible in the bid evaluation process. The bidder is advised to carefully examine the following criteria and ensure compliance to them, failing which further evaluation of bid response and participation in the tendering process would be rejected.

S. No.	Eligibility Criteria	Eligibility Description	Required Supporting documents
1.	Authentication of Bid	The sole bidder/ prime bidder (in case of consortium) should submit a Power of Attorney (PoA) in the name of the signatory of the bid response	<ul style="list-style-type: none"> • Power of Attorney issued by the competent authority of the organization/ firm • Board resolution of the organization/ firm
2.	Legal Entity:	The sole bidder/ all member bidders (in case of consortium) should be a registered organization/ entity, as per The Company Act (2013) or The Partnership Act (1932) or The Limited Liability Partnership Act (2008) or The Societies Registration Act (1860) of India.	Annexures 4 & 5 along with Certificate of Incorporation OR Partnership Deed OR Limited Liability Partnership Agreement OR Certificate of Society Registration, as applicable
3.	Period of Existence	The sole bidder/ prime bidder (in case of consortium) should have been incorporated before 1 April 2018.	Memorandum AND/ OR Articles of Association mentioning the date of commencement of operations
4.	Financial Capability	The sole bidder/ all member bidders (in case of consortium) should have a positive Net Worth as on 31 March 2020.	Extracts from Balance Sheet (FY 2019-20) OR Certificate by a registered Chartered Accountant,

S. No.	Eligibility Criteria	Eligibility Description	Required Supporting documents
			mentioning positive net worth for FY 2019-20 ¹ In case of Certificate by CA, it should be in the letterhead and having the Registration No. along with its stamp.
5.	EMD	The sole bidder/ prime bidder (in case of consortium) should have furnished the EMD amount of Indian Rupees Sixty Thousand only , as a bid security deposit	NEFT/ RTGS INR 60,000/-
6.	Non-Blacklisting	The sole bidder/ all member bidders (in case of consortium) should not have been blacklisted by any State/ Union Territory Government or Government of India on account of corrupt, fraudulent, coercive and restrictive practices, as on date.	Self-declaration (Annexure 6)

Note:

- A. Compliance to ALL the above criteria is NECESSARY for further evaluation of submitted bid. In case of non-compliance/ willful suppression of information/ furnishing of incorrect information would result in cancellation of participation in this tendering process (during any stage) or termination of any agreement (if selected), as the case may be.
- B. Self-declaration(s) should be signed in the letterhead of the sole bidder/ all member bidders (in case of consortium) and signed/ authenticated by the PoA holder or head of the participating entity (mentioning the capacity/ designation of signing).
- C. SNLTR reserves the right to seek any clarifications/ justifications/ additional information in electronic or physical form, during the evaluation of the Technical proposal, to the level of satisfaction of the Tender Evaluation Committee.

¹ If the participating bidder/ entity is a non-profitable entity, it should furnish a Certificate by a registered CA mentioning that it is a non-profitable organization and only in that case it would be exempted from this criterion

4. Evaluation of Bids

A Tender Evaluation Committee would be constituted by SNLTR, comprising members from government administrators and other, who would evaluate the bid response(s) towards this RFP. It is committee's intent to select the bid response that is most responsive to the needs of this assignment and thus each proposal would be evaluated in line with the criteria and process outlined in this tender document. The decision of the committee pertaining to the entire evaluation of the bid response(s) in compliance to the requirements set-out in this RFP /tender document, should be final and would be considered to be accepted by the sole bidder(s).

4.1. Technical evaluation

The technical evaluation of the bid proposal(s) would be evaluated ONLY for those bidder(s) who meets all the criteria set forth in Pre-qualification.

The technical evaluation of the bid proposal(s) would be done as per the scheme below:

S. no.	Technical Criteria	Maximum Marks allotted
1.	Relevant experience in undertaking similar work/ assignments with any client (Government/ Private) in the last 5 years	30
2.	Relevant experience in undertaking similar work/ assignments using digital or online platform in last 3 years	15
3.	Availability of Skill competency assessment modules	10
4.	Assessment framework in compliance with any industry standard	5
5.	Availability of qualified resources	10
6.	Features of proposed skill competency assessment application platform	20
7.	Presentation of skill competency assessment solution	10
Total		100

The Tender Evaluation Committee would conduct technical evaluation in line with above-mentioned scheme. The detailing or break-up of each criteria is explained further in the following table:

S. No.	Technical Criteria	Criteria Description with Marking scheme	Maximum Marks allotted
1.	Relevant experience in undertaking similar work / assignments with any client (Government/ Private) in the last 5 years	Citation description (Annexure 7) along with Copy of Work Order/ Contract Agreement/ Memorandum of Understanding (MoU) executed by the Client 1 Citation with supporting document(s): 10 marks OR 2 Citations with supporting document(s): 20 marks OR 3 and above Citations with supporting document(s): 30 marks	30
2.	Relevant experience in undertaking similar work / assignments using digital or online platform in last 3 years	Citation description (Annexure 7) along with Copy of Work Order/ Contract Agreement/ Memorandum of Understanding (MoU) executed by the Client 1 Citation with supporting document(s): 5 marks OR 2 Citations with supporting document(s): 10 marks OR 3 and above Citations with supporting document(s): 15 marks	15
3.	Availability of Skill competency assessment modules	Self-declaration , committing or confirming the number of Skills (given in Scope of Work: 5.3 List of Skills) for which the selected entity would be able to undertake online proctored assessment along with Job roles (Annexure 8) (1 – 10) Skills: 3 marks OR (11 – 20) Skills: 6 marks OR (21 – 30) Skills: 10 marks	10

S. No.	Technical Criteria	Criteria Description with Marking scheme	Maximum Marks allotted															
4.	Skill competency assessment framework in compliance with any industry standard (E.g. National Skill Quality Framework – NSQF)	Self-declaration mentioning adherence to the skill competency assessment framework followed and relevant supporting document, if any (Annexure 9)	5															
5.	Availability of qualified resources	<p>CV of each resource profile should be furnished as per template in Annexure 10, meeting both Mandatory Qualifications and Experience. <i>Each of Mandatory Qualifications and Experience would carry equal weightage in marks.</i></p> <table border="1"> <thead> <tr> <th>S. no.</th> <th>Resource Profile</th> <th>Mandatory Qualifications</th> <th>Experience</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Project/ assignment Manager (Single Point of Contact)</td> <td>B.E./ B.Tech. in Computer Science/ Information Technology/ MCA/ PGDCA OR MBA/ PGDBM in Operations or IT</td> <td>10 years in executing assignments in the fields of e-Governance, Skill competency assessment, Pedagogy diagnostics, Training</td> <td>4</td> </tr> <tr> <td>2.</td> <td>Assessment Lead</td> <td>Masters in any discipline</td> <td>7 years in executing assignments in the fields of IT Skills Assessment/ Pedagogy diagnostics/ Training</td> <td>3</td> </tr> </tbody> </table>	S. no.	Resource Profile	Mandatory Qualifications	Experience	Marks	1.	Project/ assignment Manager (Single Point of Contact)	B.E./ B.Tech. in Computer Science/ Information Technology/ MCA/ PGDCA OR MBA/ PGDBM in Operations or IT	10 years in executing assignments in the fields of e-Governance, Skill competency assessment, Pedagogy diagnostics, Training	4	2.	Assessment Lead	Masters in any discipline	7 years in executing assignments in the fields of IT Skills Assessment/ Pedagogy diagnostics/ Training	3	10
S. no.	Resource Profile	Mandatory Qualifications	Experience	Marks														
1.	Project/ assignment Manager (Single Point of Contact)	B.E./ B.Tech. in Computer Science/ Information Technology/ MCA/ PGDCA OR MBA/ PGDBM in Operations or IT	10 years in executing assignments in the fields of e-Governance, Skill competency assessment, Pedagogy diagnostics, Training	4														
2.	Assessment Lead	Masters in any discipline	7 years in executing assignments in the fields of IT Skills Assessment/ Pedagogy diagnostics/ Training	3														

S. No.	Technical Criteria	Criteria Description with Marking scheme				Maximum Marks allotted
		3.	Integration Specialist	B.E./ B.Tech. in Computer Science/ Information Technology/ MCA/ PGDCA	5 years in managing assignments involving Application Programming Interface (API), Web Service integration	3
		Total				10
6.	Features of proposed skill competency assessment application platform	A paragraph note elaborating each of the following features:				20
		S. no.	Sub-criteria	Marks allotted		
		1.	Process of conducting online assessment (in integration with Karmo Bhumi)	10		
		2.	Online proctoring solution	5		
		3.	Rationale for Gradation of Skill Competency (based upon outcome of assessment)	5		
		Total				20
7.	Presentation of skill competency assessment solution	A presentation of the methodology of conducting online Skill competency assessment to measure the level of competency of candidates registered with Karmo Bhumi				10
Total					100	

Note:

- A. For Technical criteria 1 & 2, copy of Work Order/ Contract Agreement/ Memorandum of Understanding (MoU)/ Project/ assignment Completion certificate/ Project/ assignment Progress Satisfactory certificate needs to be furnished which should

have mention of the Name of the Client, nature/ Scope of Work (i.e. **skill competency assessment/ skill evaluation & rating/ competency mapping in IT & ITeS sectors only**) and date of award/ date of execution. **1 October 2020** would be the cut-off date for calculation of the date of award or date of execution.

- B. Citation used to showcase Technical Criteria No. 1 might be considered for evaluation of Technical Criteria No. 2, provided it is meeting the requirements of being **similar work**/ assignments using **digital or online platform** in **last 3 years**. Description/ meaning of similar work is given in Note A above
- C. In case of consortium, any of the members is eligible to comply/ fulfill the above-mentioned criteria; however, the role of consortium member fulfilling the same should be clearly mentioned. One consortium member should comply to each criterion set forth **COMPLETELY** and not partially
- D. In case of non-compliance/ willful suppression of information/ furnishing of incorrect information would result in cancellation of participation in this tendering process (during any stage) or termination of any agreement (if selected), as the case may be.
- E. Self-declaration(s) should be signed in the letterhead of the bidder and signed/ authenticated by the PoA holder or head of the participating entity (mentioning the capacity/ designation of signing).
- F. The bidding entity needs to score a minimum score of **60 marks** to be eligible for Financial evaluation.
- G. SNLTR reserves the right to seek any clarifications/ justifications/ additional information in electronic or physical form, during the evaluation of the Technical proposal, to the level of satisfaction of the Tender Evaluation Committee.

4.2. Financial evaluation

The Financial bid(s) of ONLY **technically qualified bidders (i.e. above 60 marks)** would be evaluated on the prescribed date.

For the purpose of evaluation of this bid, the sole bidder/ prime bidder (in case of consortium) is required to furnish the Unit in INR per Applicant per Skill for conducting online proctored assessment of skill competency, as per the following format:

Unit rate in INR per Candidate per Skill per Assessment (A)	Percentage of applicable GST levied (B)	Applicable GST in INR on the Unit rate (C=B%*A)	No. of Assessments (D)	Total Cost in INR {(A+C)*D}
			5,000	

Please note, the total value in INR so obtained after multiplying the Unit rate along with applicable GST and No. of Assessment i.e. **{(A+C)*D}** as above **would only be used for evaluation of this bid/ tendering process** and does not imply minimum guaranteed contract value.

As per a preliminary survey conducted, around 5000 Applicants are likely to undergo online proctored assessment of skill competency. Thus, the quantum of 5000 Applicants is an estimated figure. The actual figure may vary. **The Unit rate along with applicable GST so discovered from the bid i.e. (A+C), would be used for disbursing monthly payment for the actual number of assessments conducted in that month.**

The Unit rate discovered along with the applicable GST, would be valid till the duration of engagement.

Note:

The bid price should be in Indian Rupees. Any conditional bid would be rejected.

- If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit rate (A) would prevail and the total price would be corrected for Financial evaluation
- If there is a discrepancy between words and figures, the unit rate (A) would prevail.
- If there is no Unit rate quoted, the bid would be declared as non-responsive and hence disqualified. In the event that there are 2 or more bidders having the same value in the Financial bid, the bidder securing the highest Technical marks score would be adjudicated as the “Best responsive bid” for award of this assignment.

4.3. Selection Methodology

The evaluation would be made on the basis of combined Quality-cum-Cost-based-selection (QCBS) with 70:30 ratio, where the weightage on the Technical part would be 70% and the weightage on Financial bid would be 30%. The bidder with the composite **highest Total score** should be declared successful.

The cost indicated in the Financial bid proposal should be deemed as final and reflecting the total cost of services and should be stated in INR only. In the commercial proposal bidder is required to quote the fee required to execute the project/ assignment. The lowest Financial proposal (Fm) would be given a score (Sf) of 100 points.

The scores (Sf) of the other Financial Proposals would be determined using the following formula:

$$Sf = 100 \times Fm/F$$

in which Sf is the Financial score, Fm is the lowest Financial proposal, and F is the Financial proposal (in INR) under consideration.

Proposals would be finally be ranked in accordance with their combined technical (St) and financial (Sf) scores:

$$S = St \times Tw + Sf \times Fw$$

Where S is the combined score, and Tw and Fw are weights assigned to Technical Proposal and Commercial Proposal that would be in the ratio of 70:30.

For Additional information/ clarification (if reqd.), SNLTR reserves the right to ask for any additional information. bidders that fail to submit additional information or clarification as sought by Tender Evaluation Committee within 10 days of the receipt of letter requesting for such additional information and/or clarification from SNLTR, their bids would be evaluated based on the information furnished along with the bid proposal.

5. Scope of Work

5.1. Objective of the RFP

The RFP is intended to on-board an Entity for Skill competency assessment, who would conduct online proctored test of the interested and eligible Applicants, registered with Karmo Bhumi portal, in skill (s) of their choice, followed by recognition of the skill competency, endorsed in the form of an e-certificate.

5.2. Duration of Engagement

The duration of engagement of the successful bidder/ selected entity would be initially for six (6) months from the date of signing of Contract Agreement or MoU. This engagement may be further extended by a period of another six (6) months from the end of the first 6months, subject to mutual agreement between SNLTR and the successful bidder/ selected entity. In such cases, SNLTR would issue a revised communication and/ or amend the executed MoU.

5.3. List of Skills

At present, the following Skills are enlisted in Karmo Bhumi application portal.

S. No.	Skill/ Area of Working
1.	AI, ML
2.	Animations, Graphics Designing, 3D Modelling
3.	Application Maintenance
4.	AR, IR, MR, VR
5.	Blockchain
6.	BPO/ KPO / LPO
7.	Business Analysis, Solution Design
8.	Cloud Computing - Cloud Services
9.	Computer Hardware Engineering, Maintenance
10.	Computer Networking
11.	CRM Application
12.	Cybersecurity
13.	Data Center Infrastructure Management (DCIM)

S. No.	Skill/ Area of Working
14.	Data Science, Analytics
15.	Database Management, Big Data
16.	ERP
17.	Full-stack Development
18.	Game Designing, Game Development
19.	GIS, Geoinformatics
20.	IoT, Embedded Systems
21.	IT Project/ assignment Management
22.	Mobile App. Development
23.	PCB Designing, VLSI Designing
24.	Programming
25.	Quantum Computing
26.	RPA, Robotics
27.	SEO, SEM, Digital Marketing, Web Content Management

S. No.	Skill/ Area of Working
28.	Testing, Debugging, Software Quality Assurance
29.	UI-UX Designing, Front-end Development

S. No.	Skill/ Area of Working
30.	Web Application Development (Back-end), Middleware

5.4. Scope

The broad scope of work for the selected entity would encompass the following w.r.t. the Skills mentioned above

- A. Propose Job Roles (vis-à-vis each Skill)
- B. Provide description of Curriculum (for selected Job Role)
- C. Define level of Competency for the Job Role (E.g. Basic/ Intermediate/ Advanced)
- D. Conduct Assessment in online proctored environment through web-application
- E. Generate Certificate as outcome of Assessment

Given the timelines of this assignment given in Section 6 of this RFP document, it is expected that the **selected entity/ successful bidder would be having a skill assessment application already developed and ready** for conducting online proctored skill competency assessment.

The afore-mentioned activities as part of the scope of work are elaborated as follows:

- A. Propose Job Roles (vis-à-vis each Skill):** The module in the application should display the list of prevalent or popular Job-roles in use in the industry. The Applicant would be able to select one Job-role from the available list.
- B. Provide description of Curriculum (for selected Job Role):** Upon selection of the desired Job role by the Applicant, the module should display detailed curriculum associated with the corresponding Job-role in order to familiarize with the competency expected from the Applicant in order to be successful in the online assessment.
- C. Define level of Competency for the Job Role (E.g. Basic/ Intermediate/ Advanced):** This section should explain with an illustrative example the types and quantum of questions along with their project/ assignment levels of difficulties, so as to give an idea to the appearing Applicant.
- D. Conduct Assessment in online proctored environment through web-application:** The Assessment module should have the provision of automatic and intelligent monitoring of the Applicant during the online assessment duration. Once the assessment has commenced, the module should not allow to toggle or open any other browser window or any other application, unless the Applicant completes or aborts the assessment. The application should have a dynamic time ticker which would flash on the page of the assessment till the duration is over.

E. Generate Certificate as outcome of Assessment: The generated certificate should bear the name of the Applicant, his/ her Father's name, Name of the Skill, Job-role chosen and level of Competency achieved by the Applicant. The Certificate should bear the name and logo of the selected entity and endorsed by the competent skill assessing individual authority along with Date. The certificate should be downloadable in at least .pdf format

5.4.1. Desired Functionalities

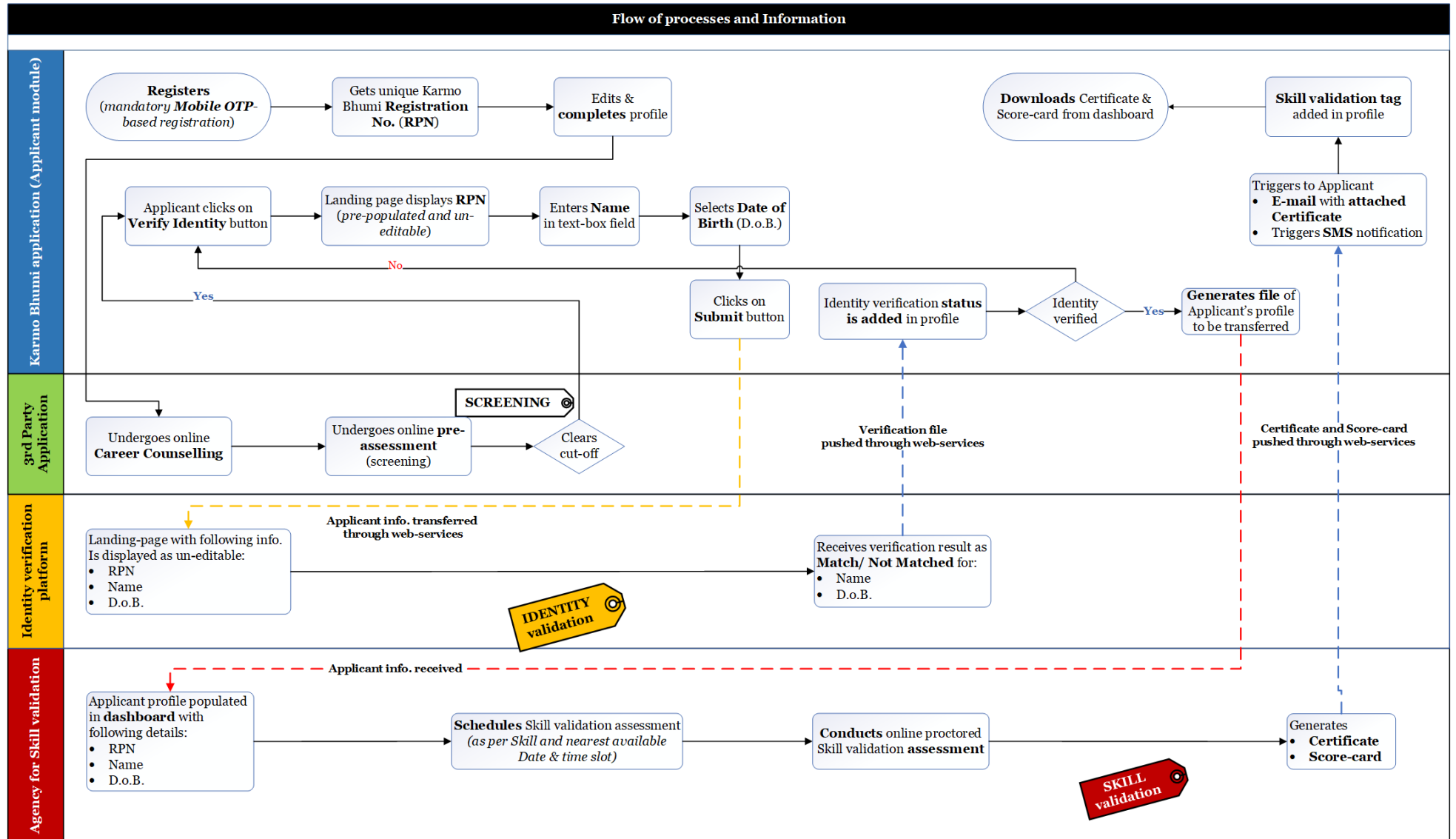
- The selected Entity for Skill competency assessment is required to have an existing application platform to conduct online test or assessment of the afore-mentioned skills.
- The access to the application portal of the Entity would be through Single Sign On (SSO) authentication, with the session initiated through Karmo Bhumi portal; no login credentials details of the Applicants (of the Karmo Bhumi portal) would be shared with the selected Entity.
- The Karmo Bhumi portal would be sharing the following details with the selected Entity through push API or Web services
 - S. No. of Applicant (calculated on cumulative basis from the beginning till end of the month)
 - Karmo Bhumi RPN
 - Name of the Applicant (verified)
 - Name of the Applicant's Father (verified)
 - Date of Birth (verified)
 - Skill chosen
 - Job-role chosen
 - Date of Application for Assessment
- The content, level of Competency for the Job Role, duration of the assessment would be finalized after mutual discussion with SNLTR and the selected entity/ successful bidder.
- The application platform should be able to conduct the assessment online in auto-proctored mode.
- The application platform should be able to generate a scorecard and an e-Certificate
- The application platform should be pushing the scorecard along with e-Certificate through API or Web services to the Karmo Bhumi portal.

The set of afore-mentioned functionalities are desired and bare-minimum. Any other functionalities for conducting online proctored assessment in SSO integration with Karmo Bhumi would be mutually discussed and finalized within the first 4 weeks of engagement of the successful bidder/ selected entity.

The Entity participating in this tender document is advised to visit the Karmo Bhumi portal to conduct a detailed understanding of the Applicant profile.

The probable flow of processes between Karmo Bhumi and the platform of online Skill competency assessment is given below:

5.4.2. Flow of Processes (illustrative)



6. Project/ assignment Milestones, Deliverable & Timelines

S. No.	Deliverable / Services	Timelines
A.	Completion of customization and readiness of the Online Proctored Skill Competency Assessment Portal Deliverable: Demonstration or simulation of skill competency assessment of sample/ dummy Applicant(s)	T+3 weeks
B.	Integration between Karmo Bhumi and Online Proctored Skill Competency Assessment Portal Deliverable: Demonstration or simulation of SSO login of sample/ dummy Applicant(s)	T+4 weeks
C.	Deliverable: Submission of Job-role based curricula for Skills of Karmo Bhumi	T+5 weeks
D.	Assessment readiness of Job-roles for the Skills Deliverable: Demonstration or walk-through of sample skill competency assessment of Job-roles	T+6 weeks
E.	Final User Acceptance Testing (UAT) in totally simulated environment using sample/ dummy Applicant(s) Deliverable: UAT report	T+8 weeks
F.	Declaration of Go-Live (written sign-off to be given by competent authority of SNLTR)	T+10 weeks

Note:

- T = Date of signing of Agreement/ MoU
- The application for online Skill competency assessment should have at least 95% availability the application should NOT be unavailable for more than 1hour-12 minutes in a day.
- The timelines given above are maximum. Failure to achieve the milestone within the timelines may result in imposition of financial penalty @3% of the Invoice amount for that month, per week of delay. However, the maximum penalty would be capped at 10% of the Summary of Costs.
- The selected entity MAY ACHIEVE OR DELIVER THE ABOVE MILESTONES and eventually attain Go-live BEFORE the mentioned timelines.
- Failure to maintain the Application uptime would attract a penalty of 1% of the Invoice amount for that month, per day. However, the maximum penalty would be capped at 10% of the Summary of Costs.

7. Payment Schedule

The selected bidder is expected to submit a **monthly Invoice** for the 6 months of engagement. However, the monthly Invoice would be **initiated from the date of declaration of Go-live**. The payment would be released based upon the actual quantum of online proctored skill competency assessments conducted in that month, subject to meeting of the Project/ assignment Timelines mentioned in the previous section.

Failure to achieve the timelines may result in imposition of financial penalty @3% of the Invoice amount for that month, per week of delay. However, the maximum penalty would be capped at 10% of the Summary of Costs (Annexure 14: Financial proposal). The decision of the competent authority of SNLTR would be final in this regard.

The selected entity needs to maintain an MIS and share the same with SNLTR every MONTH along with the monthly Invoice submitted. An illustrative MIS format is given as follows:

S. No.	Name of the Skill/ Area of Working	Job Roles	No. of Applicants appeared	No. of Assessments conducted
1.	Skill 1			
2.				
..				
n				
1.	Skill 2			
2.				
..				
n				
..				
..				
n	Skill n			
Total				

The no. of assignments mentioned in the Invoice should corroborate with the No. of Assessments mentioned in the MIS report of the corresponding month. The No. of Assessments should under no circumstances exceed the last S. No. of the Applicant received from Karmo Bhumi portal (as described in section. 5.4.1: Desired Functionalities of this RFP document)

8. Annexures

8.1. Annexure 1: Declaration for Eligibility Criteria

We hereby declare that we are compliant to the Eligibility Criteria set forth in this RFP (Tender No. 430-ITE/ 14021/2/2020_2)

S. No.	Eligibility Criteria	Eligibility Description	Required Supporting documents	Pg. No.
1.	Authentication of Bid	The sole bidder/ prime bidder (in case of consortium) should submit a a Power of Attorney (PoA) in the name of the signatory of the bid response	<ul style="list-style-type: none"> • Power of Attorney issued by the competent authority of the organization/ firm • Board resolution of the organization/ firm 	
2.	Legal Entity:	The sole bidder/ all member bidders (in case of consortium) should be a registered organization/ entity, as per The Company Act (2013) or The Partnership Act (1932) or The Limited Liability Partnership Act (2008) or The Societies Registration Act (1860) of India.	Annexures 4 & 5 along with Certificate of Incorporation OR Partnership Deed OR Limited Liability Partnership Agreement OR Certificate of Society Registration, as applicable	
3.	Period of Existence	The sole bidder/ prime bidder (in case of consortium) should have been incorporated before 1 April 2018.	Memorandum AND/ OR Articles of Association mentioning the date of commencement of operations	
4.	Financial Capability	The sole bidder/ all member bidders (in case of consortium) should have a positive Net Worth as on 31 March 2020.	Extracts from Balance Sheet (FY 2019-20) OR Certificate by a registered Chartered Accountant, mentioning positive net worth for FY 2019-20 ²	

² If the participating bidder/ entity is a non-profitable entity, it should furnish a Certificate by a registered CA mentioning that it is a non-profitable organization and only in that case it would be exempted from this criterion

S. No.	Eligibility Criteria	Eligibility Description	Required Supporting documents	Pg. No.
			In case of Certificate by CA, it should be in the letterhead and having the Registration No. along with its stamp.	
5.	EMD	The sole bidder/ prime bidder (in case of consortium) should have furnished the EMD amount of Indian Rupees Sixty Thousand only , as a bid security deposit	NEFT/ RTGS INR 60,000/-	
6.	Non-Blacklisting	The sole bidder/ all member bidders (in case of consortium) should not have been blacklisted by any State/ Union Territory Government or Government of India on account of corrupt, fraudulent, coercive and restrictive practices, as on date.	Self-declaration (Annexure 6)	

(Signature of the Authorized signatory of the Bidding Organisation)

Name :
 Designation :
 Date :
 Seal :
 Address :

8.2. Annexure 2: Format for Power of Attorney (PoA) for signing the bid

(On a Stamp Paper of at least Rs. 50/-)

Know all men by these presents, we(Name and address of the registered office) do hereby constitute, appoint and authorize Mr./ Ms/Mrs..... (name and address of residence) who is presently employed with us and holding the position of as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our Bid in response to Request for Proposal for Selection of an Firm for Pre-Assessment of IT/ ITeS Skill for Applicants registered in Karmo Bhumi Portal of Govt. of West Bengal, RFP number, including signing and submission of all documents and providing information/responses to Society for Natural Language Technology Research (SNLTR), representing us in all matters before SNLTR , and generally dealing with SNLTR in all matters in connection with our Bid.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney should and should always be deemed to have been done by us.

Signature

(Name, Title and Address)

I Accept

.....

(Signature)

(Name Title and Address of the Attorney)

8.3. Annexure 3: Letter of Bid proposal

<<To be printed on bidder's letterhead and signed by Authorized signatory>>

Date:

The Project Manager,
Karmo Bhumi,
The Society for Natural Language Technology Research (SNLTR)
Department of IT&E, Govt. of West Bengal

Ref: Tender No. 430-ITE/ 14021/2/2020_2 dated 11 November 2020

Sub: Submission of Proposal in response to RFP for Selection of an Entity for Online Proctored Assessment of Skill Competency in IT & ITeS sectors for Applicants registered in Karmo Bhumi portal

Dear Sir,

- We have examined the RFP document, we, the undersigned, herewith submit our proposal in response to your Tender no. _____ dated _____ for 'Selection of an Entity for Online Proctored Assessment of Skill Competency in IT & ITeS sectors for Applicants registered in Karmo Bhumi portal' in full conformity with the said RFP document.
- We have read the provisions of the RFP document and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our proposal should not be given effect to.
- In the event of acceptance of our bid, we do hereby undertake -
 - To commence services as stipulated in the schedule of delivery forming a part of the attached proposal.
 - We affirm that the price quoted is exclusive of all taxes.
- We agree to abide by this proposal, consisting of this letter, the detailed response to the RFP and all attachments, for a period of 120 days from the date of submission of the bid.
- The EMD as given in Notice Inviting Tender Section is attached with this proposal.
- The EMD of INR 60,000 (Rupees Sixty Thousands only) submitted by us may be encashed if we do not submit the requisite Performance Bank Guarantee within 21 days of award of contract.
- We further declare that we have agreed and accepted all the clauses / sub-clauses / formats / terms & conditions other requirements related to the said tender and we would abide by the same as mentioned in the tender document while participating and executing the said tender.
- We would like to declare that there is no conflict of interest in the services that we would be providing under the terms and conditions of this RFP.

- We hereby declare that all the information and statements made in this proposal are true and accept that any misrepresentation contained in it may lead to our disqualification.
- We understand you are not bound to shortlist / accept any proposal you receive.

Yours sincerely,

(Signature of the Authorized signatory of the Bidding Organisation)

Name :

Designation :

Date :

Seal :

Address :

8.4. Annexure 4: Bidder's particulars format

<<To be printed on bidder's letterhead and signed by authorized signatory (by Sole bidder/
Primary bidder & Consortium member)>>

Date:

The Project Manager,

Karmo Bhumi,

The Society for Natural Language Technology Research SNLTR)

Department of IT&E, Govt. of West Bengal

Ref: Tender No. 430-ITE/ 14021/2/2020_2 dated 11 November 2020

Bidder's information

S. No.	Description	Details (to be filled by the responder to the RFP)
1.	Name of the entity	
2.	Registered address (for official communication)	
3.	Phone Number (for official communication)	
4.	Email-id (for official communication)	
5.	Corporate Head Office address	
6.	Phone Number (for official communication)	
7.	Email-id (for official communication)	
8.	Website address	
9.	Details of Legal entity	
10.	Name of Registration authority	
11.	Registration number and Year of Registration	
12.	Permanent Account Number (PAN)	

Yours sincerely,

(Signature of the Authorized signatory of the Bidding Organisation)

Name :

Designation :

Date :

Seal :

Address :

8.5. Annexure 5: Bidder's Organization details

A brief paragraph describing the sole bidder's organization and an outline of the recent experience of the bidder that is most relevant to the assignment are to be furnished as part of this bid. In case of a consortium, both the Prime bidder and Consortium member are required to furnish the same. The details about the bidder's organization should comprise the following:

- i. Provide a brief description of the background and organization
- ii. Provide organizational structure and list of Board of Directors
- iii. Escalation matrix for services

8.6. Annexure 6: Declaration for not being Blacklisted

*<<To be printed on bidder's letterhead and signed by authorized signatory (by Sole bidder/
Primary bidder & Consortium member)>>*

Date:

The Project Manager,
Karmo Bhumi,
The Society for Natural Language Technology Research SNLTR)
Department of IT&E, Govt. of West Bengal

Ref: Tender No. 430-ITE/ 14021/2/2020_2 dated 11 November 2020

Dear Sir,

In response to the above mentioned Tender, I _____, as _____
<Designation> of _____ <<Bidder name>>, hereby declare that we are
not blacklisted by any State/ Union Territory Government or Government of India on account of
corrupt, fraudulent, coercive and restrictive practices, as on date.

Yours sincerely,

(Signature of the Authorized signatory of the Bidding Organisation)

Name :
Designation :
Date :
Seal :
Address :

8.7. Annexure 7: Citation format (Criteria 1 & 2 of Technical evaluation)

S. no.	Citation criteria	Details
1.	Name of the project/ assignment	
2.	Client	
3.	Address of Client	
4.	Contact details of Client	
5.	Start Date – End Date	
6.	Value of Work (optional, if client confidential)	
7.	Scope of Work	
8.	Activities undertaken/ Services offered	

8.8. Annexure 8: Self-declaration on the number of Skills

*<<To be printed on bidder's letterhead and signed by authorized signatory (by Sole bidder/
Primary bidder & Consortium member)>>*

Date:

The Project Manager,
Karmo Bhumi,
The Society for Natural Language Technology Research SNLTR)
Department of IT&E, Govt. of West Bengal

Ref: Tender No. 430-ITE/ 14021/2/2020_2 dated 11 November 2020

Sub.: Self-declaration on the number of Skills

Dear Sir/ Madam,

We hereby declare that, as on the date of submission of this bid response, we would be undertaking the online proctored skill assessment of (<<enter in numbers also>>) Skills of IT & ITeS sectors, from the list given in this tender document. During the progress of this project/ assignment, the we may increase the facility of conducting assessments in more number of skills, but not less than the number mentioned above.

Yours sincerely,

(Signature of the Authorized signatory of the Bidding Organisation)

Name :
Designation :
Date :
Seal :
Address :

8.9. Annexure 9: Self-declaration on adherence to the skill competency assessment framework

Date:

The Project Manager,
Karmo Bhumi,
The Society for Natural Language Technology Research (SNLTR)
Department of IT&E, Govt. of West Bengal

Ref: Tender No. 430-ITE/ 14021/2/2020_2 dated 11 November 2020

Sub.: Self-declaration on adherence to the skill competency assessment framework

Dear Sir/ Madam,

We hereby declare that, as on the date of submission of this bid response, our skill competency assessment complies to framework, endorsed by
<< mention name of the competent authority>>.

Yours sincerely,

(Signature of the Authorized signatory of the Bidding Organisation)

Name :
Designation :
Date :
Seal :
Address :

8.10. Annexure 10: CV format for each profile

S. No.	Position Title	Details												
1.	Name of the Resource proposed													
2.	Resource Profile proposed													
3.	Date of Birth													
4.	Nationality													
5.	Total Years of Experience													
6.	Years of Experience with the bidder entity													
7.	Qualifications	<table border="1"> <thead> <tr> <th>Name of Degree/ Diploma/ Certification</th> <th>Name of College/ University</th> <th>Year of Passing (in descending order)</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Name of Degree/ Diploma/ Certification	Name of College/ University	Year of Passing (in descending order)									
		Name of Degree/ Diploma/ Certification	Name of College/ University	Year of Passing (in descending order)										
8.	Languages known	<table border="1"> <thead> <tr> <th>Languages</th> <th>Speaking</th> <th>Reading</th> <th>Writing</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Languages	Speaking	Reading	Writing								
		Languages	Speaking	Reading	Writing									
9.	Employment Record	<table border="1"> <thead> <tr> <th>Period</th> <th>Employer</th> <th>Positions held</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Period	Employer	Positions held									
		Period	Employer	Positions held										
10.	Relevant Assignments undertaken	1. Name of assignment or project: Year: Location: Client: Positions held: Main Project Features: Activities Performed:												
		2. Name of assignment or project:												

S. No.	Position Title	Details
		Year: Location: Client: Positions held: Main Project Features: Activities Performed:

8.11. Annexure 11: Undertaking on Total Responsibility

<<To be printed on bidder company's letterhead and signed by authorized signatory (by Sole bidder/ Primary bidder >>

Date:

The Project Manager,
Karmo Bhumi,
The Society for Natural Language Technology Research (SNLTR)
Department of IT&E, Govt. of West Bengal

Ref: Tender No. 430-ITE/ 14021/2/2020_2 dated 11 November 2020

Sub.: Self-certificate regarding Total Responsibility

Dear Sir,

This is to certify that we undertake total responsibility for the successful completion of the assignment as per the scope of work mentioned in this RFP.

Yours sincerely,

(Signature of the Authorized signatory of the Bidding Organisation)

Name :
Designation :
Date :
Seal :
Address :

8.12. Annexure 12: Format for Performance Bank Guarantee

(On non-judicial stamp paper of appropriate value to be purchased in the name of executing Bank)

PROFORMA OF BANK GUARANTEE FOR SECURITY DEPOSIT-CUM-PERFORMANCE GUARANTEE

Ref Bank Guarantee no.....

Date.....

PROFORMA OF BG FOR SECURITY DEPOSIT

KNOW ALL MEN BY THESE PRESENTS that in consideration of Society for Natural Language Technology Research, a Government of West Bengal Enterprise under the Department IT & Electronics, Govt. of West Bengal having its registered office at Webel Bhavan, Block-EP & GP, Sector-V, Salt Lake, Bidhan Nagar, Kolkata:-700091, (hereinafter called "The Purchaser") having agreed to accept from _____ (hereinafter called "The bidder") Having its Head Office at _____, a Bank guarantee for Rs. _____ in lieu of Cash Security Deposit for the due fulfilment by the bidder of the terms & conditions of the Work Order No. _____ dated _____ issued by the Purchaser for _____ (hereinafter called "the said work order" dated _____). We _____ (Name & detailed address of the branch) (hereinafter called "the Guarantor") do hereby undertake to indemnify and keep indemnified the Purchaser to the extent of Rs. _____ (Rupees _____) only against any loss or damage caused to or suffered by the Purchaser by reason of any breach by the bidder of any of the terms and conditions contained in the said Work Order No. _____ dated _____ of which breach the opinion of the Purchaser should be final and conclusive.

(2) AND WE, _____ DO HEREBY Guarantee and undertake to pay forthwith on demand to the Purchaser such sum not exceeding the said sum of _____ Rupees _____) only as may be specified in such demand, in the event of the bidder failing or neglecting to execute fully efficiently and satisfactorily the order for _____ Work Order no. , _____ dated _____

(3) WE _____ further agree that the guarantee herein contained should remain in full force and effect during the period that would be taken for the performance of the said order as laid down in the said Work Order No. _____ dated _____ including the warranty obligations and that it should continue to be enforceable till all the dues of the Purchaser under or by virtue of the said Work Order No. _____ dated _____ have been fully paid and its claims satisfied or is charged or till the Purchaser or its authorized representative certified that the terms and conditions of the said Work Order No. _____ dated _____ have been fully and properly carried out by the said bidder and accordingly discharged the guarantee.

(4) We _____ the Guarantor undertake to extend the validity of Bank Guarantee at the request of the bidder for further period of periods from time to time beyond its present validity period failing which we should pay the Purchaser the amount of Guarantee.

(5) The liability under the Guarantee is restricted to Rs. _____ (Rupees _____) only and would expire on _____ and unless a claim in writing is presented to us or

an action or suit to enforce the claim is filled against us within 6 months from _____ all your rights would be forfeited and we should be relieved of and discharged from all our liabilities (thereinafter)

(6) The Guarantee herein contained should not be determined or affected by liquidation or winding up or insolvency or closer of the bidder.

(7) The executants has the power to issue this guarantee on behalf of Guarantor and holds full and valid power of Attorney granted in his favour by the Guarantor authorizing him to execute the Guarantee.

(8) Notwithstanding anything contained herein above, our liability under this guarantee is restricted to Rs. _____ (Rupees _____) only and our guarantee should remain in force up to _____ and unless a demand or claim under the guarantee is made on us in writing on or before _____ all your rights under the guarantee should be forfeited and we should be relieved and discharged from all liabilities there under.

WE, _____ lastly undertake not to revoke this guarantee during the currency except with the previous consent of the Purchaser in writing. In witness whereof we _____ have set and subscribed our hand on this _____ day of _____.

SIGNED, SEALED AND DELIVERED

(Stamp of the executants)

WITNESS

1) _____

2) _____

(Name & address in full with Rubber Stamp)

INSTRUCTIONS FOR FURNISHING BANK GUARANTEE

1. B.G. for security Deposit-cum-Performance Guarantee, Earnest Money should be executed on the Non- Judicial Stamp paper of the applicable value and to be purchased in the name of the Bank.
2. The Executor (Bank authorities) may mention the Power of Attorney No. and date of execution in his/her favour with authorization to sign the documents. The Power of Attorney is to be witnessed by two persons mentioning their full name and address.
3. The B.G. should be executed by a Nationalised Bank/ Scheduled Commercial Bank preferably on a branch located in Kolkata. B.G. from Co-operative Bank / Rural Banks is not acceptable.
4. A Confirmation Letter of the concerned Bank must be furnished as a proof of genuineness of the Guarantee issued by them.
5. Any B.G. if executed on Non-Judicial Stamp paper after 6 (six) months of the purchase of such stamp should be treated as Non-valid.
6. Each page of the B.G. must bear signature and seal of the Bank and B.G. Number.
7. The content of the B.G. should be strictly as proforma prescribed by SNLTR in line with Purchase Order /LoI/ Work Order etc. and must contain all factual details.
8. Any correction, deletion etc. in the B.G. should be authenticated by the Bank Officials signing the B.G.
9. In case of extension of a Contract the validity of the B.G. must be extended accordingly.
10. B.G. must be furnished within the stipulated period as mentioned in Purchase Order / LoI / Work Order etc.
11. Issuing Bank / The Vendor are requested to mention the Purchase Order / Contract / Work Order reference along with the B.G. No. For making any future queries to SNLTR

8.13. Annexure 13: Checklist for Technical proposal

Checklist for the documents to be submitted is given below:

S. No.	Criteria	Details Submitted (Yes/ No)	Pg. No. of Technical proposal	Remarks, if any
1.	<ul style="list-style-type: none"> • Power of Attorney issued by the competent authority of the organization/ firm • Board resolution of the organization/ firm 			
2.	Annexures 4 & 5 along with Certificate of Incorporation OR Partnership Deed OR Limited Liability Partnership Agreement OR Certificate of Society Registration, as applicable			
3.	Memorandum AND/ OR Articles of Association mentioning the date of commencement of operations			
4.	Extracts from Balance Sheet (FY 2019-20) OR Certificate by a registered Chartered Accountant, mentioning positive net worth for FY 2019-20 ³ In case of Certificate by CA, it should be in the letterhead and having the Registration No. along with its stamp.			
5.	NEFT/ RTGS INR 60,000/-			
6.	Self-declaration (Annexure 6)			
7.	Relevant experience in undertaking similar work/ assignments with any client (Government/ Private) in the last 5 years			

³ If the participating bidder/ entity is a non-profitable entity, it should furnish a Certificate by a registered CA mentioning that it is a non-profitable organization and only in that case it would be exempted from this criterion

S. No.	Criteria	Details Submitted (Yes/ No)	Pg. No. of Technical proposal	Remarks, if any
8.	Relevant experience in undertaking similar work/ assignments using digital or online platform in last 3 years			
9.	Availability of Skill competency assessment modules			
10.	Skill competency assessment framework in compliance with any industry standard (E.g. National Skill Quality Framework – NSQF)			
11.	Availability of qualified resources			
12.	Features of proposed skill competency assessment application platform			

8.14. Annexure 14: Formats for Financial proposal

Cover Letter for Financial proposal

Date:

The Project Manager,
Karmo Bhumi,
The Society for Natural Language Technology Research (SNLTR)
Department of IT&E, Govt. of West Bengal

Sub.: Submission of Financial proposal

Dear Sir,

We, the undersigned, offer to provide the services for State Government for Assessment of Competency in IT & ITeS Skills of Applicants registered in Karmo Bhumi Portal of Govt. of West Bengal in accordance with your Request for Proposal (**Ref:** Tender No. 430-ITE/14021/2/2020_2, dated 11 November 2020) and our Technical Proposal.

Our attached Financial Proposal is for the amount of Indian Rupees {Insert amount in words and figures}, inclusive of GST.

Our Financial Proposal should be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal.

Yours sincerely,

(Signature of the Authorized signatory of the Sole bidder/ Prime bidder)

Name :
Designation :
Date :
Seal :
Address :

Summary of Costs

Name of the Bidder/ Firm/ Organization/ Company/ Entity:							
<u>PRICE SCHEDULE</u>							
(This BOQ template must not be modified/ replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)							
NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER	NUMBER #	NUMBER #	TEXT #
S. No.	Item Description	No. of Assessments	Units	Unit rate per Candidate per Skill per Assessment in INR	Percentage of applicable GST levied	TOTAL AMOUNT inclusive of GST in INR	TOTAL AMOUNT in Words
1	2	2	3	4	5	7	8
1.01	Online Proctored Assessment of Skill Competency in IT & ITeS sectors for Applicants registered in Karmo Bhumi portal	5000	Nos			0.00	INR Only
Total in Figures						0.00	INR Only
Quoted Rate in Words		INR Only					

- All Price quoted should be made in Indian Rupees only.
- Failure to furnish the Financial proposal would make the entire proposal as non-responsive and summarily rejected.
- The TOTAL AMOUNT so obtained after multiplying the Unit rate along with applicable GST and No. of Assessment as above, **would only be used for evaluation of this bid/ tendering process** and does not imply minimum guaranteed contract value.
- **The Unit rate (along with applicable GST) so discovered from the bid, would be used for disbursing monthly payment for the actual number of assessments conducted in that month.**
- During the payment stage, SNLTR reserves the right to ask the bidder to submit proof of payment against any of the taxes, duties, levies indicated.