

REQUEST FOR PROPOSAL (RFP)

**Selection of agency for Project Management Unit (PMU)
for Delhi Skill and Entrepreneurship University (DSEU)**

Tender Ref. No. [01/DSEU/2021]

Dated 20/01/2021

Issued by

Delhi Skill and Entrepreneurship University
Integrated Institute of Technology Complex,
Sector 9, Dwarka,
New Delhi-110077



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1. INVITATION FOR BID

1.1 Issuer

- a. Delhi Government is setting up the Delhi Skill and Entrepreneurship University (DSEU) which is envisioned to be a world-class institution that provides quality education in applied sciences and skilling, has close industry linkages, focuses on market readiness, promotes innovation and entrepreneurship, delivers lifelong learning opportunities to candidates, and provides a trained and employable human resource that can drive Delhi and the nation's economic growth. It will differentiate itself from existing skilling institutions by making vocational education aspirational.
- b. This Request for Proposal (RFP) is for a Project Management Unit for supporting the DSEU in setting up the university thereby enabling classes from the forthcoming academic session and managing associated processes. The PMU engagement will initially be for 12 months and may be extended for another 12 months subject to the Vice Chancellor's decision.
- c. Any proposal received by DSEU after the deadline for submission of proposals as mentioned in section 1.3 'Bidding Data Sheet' of the document shall be summarily rejected and returned unopened to the bidder(s). No further correspondence whatsoever on the subject shall be entertained.
- d. Please note that all references to 'bidder' in this RFP refer to the Lead Bidder together with a maximum of one consortium partner. All references to 'Lead Bidder' refer to the Lead Bidder alone.

1.2 About the RFP Document

- a. This RFP provides information regarding the Project, Scope of Work, Technical requirements and other related information to the bidder(s).
- b. The bidders are expected to examine all instructions, forms, terms, project requirements and other information in the RFP documents. Failure to furnish all information required by the RFP document or submission of a proposal not substantially responsive to the RFP documents in every respect will be at the bidder's risk and may result in rejection of the proposal and forfeiture of the Earnest Money Deposit (EMD).

1.3 Bidding Data Sheet

| S. No | Particulars | Details |
|-------|---------------------------------------|---|
| 1 | Tender ID | [01/DSEU/2021] |
| 2 | Tender date | 20 th January 2021 |
| 3 | Selection Method | Tender will be awarded to the Bidder with the highest score based on the QCBS Evaluation Method (80:20), subject to Bidder meeting the Qualification Criteria and Minimum Technical Qualification Score |
| 4 | Name of the Tender Inviting Authority | Registrar, Delhi Skill and Entrepreneurship University, Integrated Institute of Technology Complex, Sector 9, Dwarka, New Delhi |

| | | |
|----|---|---|
| 5 | RFP issued by | Delhi Skill and Entrepreneurship University (DSEU) |
| 6 | Availability of RFP | RFP can be downloaded from www.tte.delhigovt.nic.in |
| 7 | Nodal Officer for correspondence and Clarification | Registrar, Delhi Skill and Entrepreneurship University, Integrated Institute of Technology Complex, Sector 9, Dwarka, New Delhi |
| 8 | Pre-bid Meeting | Online. 14:00 hrs, 27 th January 2021 Link will be shared in due course. |
| 9 | Last date for Pre-bid queries | 17:00 hrs, 29 th January 2021 via Email or by post to Nodal Officer's correspondence address |
| 10 | Issue of addendum/clarification (if any and if required) | 17:00 hrs, 30 th January 2021 through https://www.tte.delhigovt.nic.in |
| 11 | Last date and address of bid submission | Proposals must be submitted no later than 17:00 hrs., 10 th February 2021 in hard copy. |
| 12 | Date and Address for Opening of Qualification Bid and Technical bid | 11:00 hrs., 11 th February 2021 at Delhi Skill and Entrepreneurship University, Integrated Institute of Technology Complex, Sector 9, Dwarka, New Delhi |
| 13 | Opening of Commercial bid for Technically Qualified bidders | 11:00 hrs, 17 th February 2021 at Delhi Skill and Entrepreneurship University, Integrated Institute of Technology Complex, Sector 9, Dwarka, New Delhi |
| 15 | Bid Validity Period | 90 days from the date of opening of bids |
| 16 | Commencement of the Assignment | 2 nd March 2021 |

1.4 The bidders shall submit Bid Securing Declaration in the format (Form - 11)

2. INSTRUCTION TO BIDDERS

2.1 Procedure of Submission of Bids

- a. The Proposal has to be submitted in hard copy containing following cover stage-
 - A. Technical Bid Open Stage
 - B. Financial Bid Open Stage
- b. The application procedure, eligibility criteria, evaluation methodology, terms and

conditions and the scope of work are detailed in this RFP which can be seen or downloaded from www.tte.delhigovt.nic.in. The RFP will be available to download from the above website from 20-01-2021 to 10-02-2021 (15:00 Hrs.). The last date for submitting of proposal/bid will be 10-02-2021 up to 17.00 Hrs. Technical Bid will be opened on 11-02-2021 at 11:00 Hrs. Please refer RFP document for complete details.

- c. The undersigned reserves the right to issue addendum/corrigendum/modification or to accept or reject any or all proposal(s) or to cancel the whole of this RFP at any stage without assigning any reason thereof and no bidder shall have any cause of action or claim against the undersigned or DSEU for the same.
- d. A Two (2) envelope system shall be followed for the bid. The bids submitted, shall comprise of the following 2 envelopes:
- Envelope A: Prequalification and Technical Bid
 - Envelope B: Financial Bid
- e. The Bid shall include the following documents:

| | Document Type | Document Format |
|----|------------------------------------|--|
| 1. | Prequalification and Technical Bid | The Technical Bid shall be prepared in accordance with the requirements specified in this document and formats provided in Annexure, Section I of this tender document |
| 2. | Financial Bid | The Financial Bid shall be prepared in accordance with the requirements specified in the format prescribed in Annexure, Section II of this tender document. |

- f. The bidders shall submit their eligibility and qualification details, Technical bid, Financial bid etc., as per the formats given in the RFP document at Registrar, Delhi Skill and Entrepreneurship University, Integrated Institute of Technology Complex, Sector - 9 Dwarka New Delhi.
- DSEU shall not receive any late proposal i.e. proposal reaching after submission date for reason whatsoever and shall return the same to the bidder.
- g. The bidder(s) should note that the bids will be evaluated on the basis of documents referenced against evaluation criteria of the pre-qualification, annexures, technical bid, commercial bid and compliance to technical specification only.
- h. DSEU will not accept the delivery of the bids and any other supporting documents, in any manner, other than that specified in this tender document. Any bid delivered in any other manner shall be treated as defective, invalid and rejected.
- i. It is required that all the bids submitted in response to this tender document should be unconditional in all respects, failing which the DSEU reserves the right to reject the bid.
- j. **Instruction for Hard Copy Submission:** The bidders should submit the hardcopies of the bids on or before the last date of submission of bids 10-02-2021 on or before 17:00 hrs.
- A. Signed copy of bid document as a token of acceptance of the clauses and terms & conditions of the RFP.
 - B. Letter of Authorization / Power of Attorney

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- k. All these documents as mentioned above should be sealed in an envelope and to be submitted in the O/o Registrar, Delhi Skill and Entrepreneurship University, Integrated Institute of Technology Complex, Sector 9, Dwarka, New Delhi with the bid no. submission time & date mentioned in the bid document. The cover thus prepared should also indicate clearly the name, address, telephone number, E-mail ID and fax number of the bidder to enable the Bid to be returned unopened in case it is declared "Late".
- l. Only one hard copy is required to be submitted.

2.2 Bidder Qualification

- a. The Bidder as used shall be a registered legal entity in India and bidder should have legal existence of at least ten (10) years as on the date of publication of the bid and bidder should have operational office in India.
- b. The Bidder must be a registered company under the Indian Companies Act, 1956 or the Indian Companies Act, 2013 or a Society/ Trust registered under Registration Act, 1860 or the Act, 1882, Central and State Public Sector Entity and or any other applicable statute conforming to the rules laid down by the concerned State Government. The Bidder or a member of the Consortium may either be a sole proprietorship firm/a partnership firm/a limited liability partnership/a company incorporated under the applicable laws of its origin.
- c. The Bidder/bidders must be profitable from its operations for the last three financial years.
- d. The Bidder should have, during the last 3 (three) years, neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial Authority or a judicial pronouncement or arbitration award against the Bidder, nor been expelled from any project or agreement nor have had any agreement terminated for breach by such Bidder.
- e. Bidding Firm(s): the Bidder can be a single company or Society or Trust or a consortium of companies, Societies or Trusts or any of the combinations.
- f. The number of partners in the consortium including the Prime Applicant should not exceed three.
- g. The Prime Applicant should be the Single Point of Contact (SPOC), who has signed the Bid Forms, which are part of Technical and Commercial bids. The SPOC may be either the Principal Officer or their duly Authorized Representative. All certificates and documents (including any clarifications sought and any subsequent correspondences) received hereby, shall, as far as possible, be furnished and signed by the Principal Officer or the Authorized Representative.
- h. It is further clarified that the SPOC must certify whether he/she signs as the Constituted Attorney of the Company. The authorization shall be indicated by written Power of Attorney accompanying the Qualification Bid.
- i. If jointly bidding, the bid should include a brief description of the roles and responsibilities of individual members,
 - a. An individual bidder cannot at the same time be a member of a Consortium applying for the Assignment.
 - b. Further, a member of a particular Bid Consortium cannot be member of any other Bid Consortium applying for the Assignment.
 - c. No Change in the composition of the Consortium will be permitted by the Client during the Selection Process and during the subsistence of the contract (in case the successful applicant/ consultant is a consortium).

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d. Members of the Consortium shall enter into a binding Joint Bidding Agreement (the "Jt. Bidding Agreement"), for the purpose of submitting a Proposal.

- (i) The Jt. Bidding Agreement, to be submitted along with the Application, shall, inter alia: a) clearly outline the proposed roles and responsibilities, if any, of each member;
- (ii) include a statement to the effect that all members of the Consortium shall be liable jointly and severally for all obligations of the Consultant in relation to the Assignment until the completion of the Assignment in accordance with the contract and the TOR;
- (iii) clearly define the proposed administrative arrangements (organization chart) for the management and execution of the Assignment, if awarded to the Consortium;
- (iv) except as provided under this RFP, there shall not be any amendment to the Jt. Bidding Agreement without the prior written consent of the Client.

J. Submission of Progress Reports: The chosen bidder shall submit a monthly progress report and detailed time sheets in agreed formats to DSEU. The monthly progress report must include as a minimum (a) general description of the work performed in the preceding month (b) work plan for the next month and quarter (c) key issues and challenges facing the Assignment with action items (who, when, what) listed and (d) issues that need DSEU's attention and action.

2.3 Instructions for Prequalification and Technical Bid Preparation

- a. The Technical Bid should contain a detailed description of how the bidder will conduct required services as outlined in this RFP. It should articulate in detail, as to how the bidder's proposed solution meets the requirements specified in the RFP.
- b. The Technical Bid shall not contain any pricing information.
- c. Proposals must be direct, concise, and complete. All information not directly relevant to this RFP should be omitted. DSEU will evaluate bidder's proposal based upon its clarity and the directness of its response to the requirements of the project as outlined in this RFP.
- d. Unnecessarily elaborate brochures or other promotional materials beyond those sufficient to present a complete and effective proposal are considered undesirable and may be construed as an indication of the bidder's lack of cost consciousness. DSEU's interest is in the quality and responsiveness of the proposal.
- e. Manpower deployment: Selected bidder must deploy personnel with requisite qualification and sufficient experience as per the scope mentioned under this RFP.

2.4 Instructions for Commercial Bid Preparation

- a. Unless expressly indicated, bidder shall not include any technical information regarding the services in the commercial bid.
- b. Prices shall be quoted entirely in Indian National Rupees (INR).
- c. No adjustment of the contract price shall be made on account of any variations in costs of labor and materials or any other cost component affecting the total cost in fulfilling the obligations under the contract.
- d. The price should be quoted inclusive of all taxes, duties, and charges and levies as applicable.
- e. The prices, once offered, must remain fixed and must not be subject to escalation for any reason whatsoever within the period of project.
- f. Discount, if any, must be merged with the quoted prices and not indicated separately. Any discount offered separately shall not be taken into account for evaluation purpose.

2.5 Minimum Qualification Criteria

- a. The bidder must be a legal entity. The bidder should be in business for the at-least ten year

as on bid submission date. The bidder should not have been blacklisted or terminated.

- b. Over the last five (5) years, the lead company or any member of the Consortium should have provided advisory services to a government or a government agency in India within education sector related to: i. At least one project involving large-scale transformation/ business process re-engineering/policy reforms/undertaking feasibility assessments for structuring projects with a total consultancy fee of at least INR 2.5 Cr. or two similar completed works costing not less than INR 1.5 Cr each.

OR

At least one project involving assistance to the client in implementation of projects/interventions/policy initiatives through setting up a Project Management Office (PMO) or a Programme Management Unit (PMU) with a total consultancy fee of at least INR 1 crore.

- c. Over the last five (5) years, the lead bidder should have directly or as a lead member of consortium provided advisory assistance in India on large-scale assignments/programmes involving skilling, education, university inception, or inception of a large educational conglomerate or have partnerships with / undertaken projects for recognized entities in the skilling ecosystem such as NSDC, the Sector Skill Councils with a minimum fee of INR 2.5 crore or Two similar completed works costing not less than INR 1.5 Cr each.
- d. It may be noted that the same project can be claimed under (b) and (c) above provided the scope of services and other qualification requirements as specified under this item are complied with.
- e. Average annual revenue from consultancy services for last 3 financial years is INR 5 (five) Crore

3. OPENING OF BIDS, EVALUATION AND AWARD OF CONTRACT

3.1 Opening of Bids

The bid shall be opened in the presence of bidder(s) representatives (only one) at bid opening sessions on the specified date, time and address as mentioned in 'Bidding Data Sheet'.

3.2 Bid Evaluation Criteria

a. Preliminary Examination

The Evaluation Committee duly appointed by DSEU shall see the following:

- a. The bids are marked as required in the RFP, i.e. Technical and Commercial Bids are enclosed in separate envelopes and marked as given in the RFP.
- b. Committee will examine the Technical Bids to determine whether they are complete, whether the Bid format conforms to the Bid Document requirements, whether the documents have been properly signed, and whether the Bids are generally in order.

Committee may waive any informality or nonconformity or irregularity in a bid which does not constitute a material deviation according to Committee, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

b. Evaluation Methodology

- i. The Evaluation Methodology proposed to be adopted by the Committee will be Quality cum Cost Based Selection (QCBS) method.



ii. Technical and Commercial bid will get weightages as under:

| Sl. No. | Proposal | Technical bid score weightage | Commercial bid score weightage |
|---------|---|-------------------------------|--------------------------------|
| I. | Selection of agency for Project Management Unit for Delhi Skill and Entrepreneurship University | 80% | 20% |

iii. The bid that obtains the highest Total Score (TS) value will be rated as the Successful Bidder.

c. Clarification

- i. When deemed necessary, during the Bid Evaluation process, DSEU may seek clarifications or ask the bidders to make presentation on any aspect(s) from any or all the bidders. However, that would not entitle the bidder(s) to change or cause any change in the substance of the bid submitted or price quoted.
- ii. The Commercial Bids of disqualified bidders will be returned unopened on formal written request to DSEU.
- iii. Conditional bids will be rejected.

d. Evaluation Process

The evaluation process shall comprise of the following stages:

- i. **Stage 1: Prequalification and Technical Evaluation**
- ii. **Stage 2: Commercial Evaluation**
- iii. **Stage 3: QCBS Evaluation**

The details of evaluation procedure, under each of the above mentioned 3 stages, are given below:

Stage 1: Prequalification And Technical Evaluation

- Bidders who meet the minimum qualification criteria defined in Qualification Checklist, as per Form-2(a) of Annexure Section-I in this RFP, will be qualified and eligible for further bid evaluation.
- DSEU will evaluate qualified bidders on the basis of the Technical Bid submitted by them. Technical Presentation by the qualified bidders are proposed in the Technical Bid Evaluation. The objective of this step is to give bidders the opportunity to demonstrate their capabilities of proposed services/products to prove the idea and feasibility as envisioned in the RFP.
- The bidders who achieve the cumulative Technical Score of 70 marks shall be considered as Technically Qualified Bidders (TQB). Please note that maximum technical score is 100.

Stage 2: Commercial Evaluation of Bids

The commercial bids of only the Technically Qualified Bidders of Stage 1 shall be opened and considered for further evaluation.

Stage 3: QCBS Evaluation

The technical and commercial scores of the shortlisted bidders shall be taken into consideration for the QCBS Evaluation.

3.3 Opening of Commercial Bids

The Commercial Bids of only Technically Qualified Bidders will be opened by the Committee appointed by DSEU in the presence of bidders' representatives (only one) who choose to attend the Commercial Bid opening on date and time to be communicated to all the Technically Qualified Bidders. The bidder's representatives who are present shall sign a register evidencing their attendance. The name of bidder, bid prices etc. shall be announced at the meeting.

3.4 Evaluation of Commercial Bids

- i. It is mandatory for the bidder to submit total quoted price inclusive of all tax, duties, charges and levies, as applicable, for the services duly filled in the format provided in **Form-11 of Annexure Section-II**.
- ii. The Commercial Bids shall be evaluated by DSEU for completeness and accuracy. Arithmetical errors will be rectified on the following basis.
If there is a discrepancy between words and figures the amount in words shall prevail.
- iii. Based on the Evaluation Criteria mentioned in the following clause, a Commercial Bid Score (S_F) in percentage shall be assigned to each Bid.
- iv. Commercial Bid Score (S_F) in percentage for each bid shall be computed as follows:
 $S_F = 100\% \times (FL / F)$; Where:
 - F is the Total Bid Price quoted in the bid under consideration
 - FL is the value of lowest Commercial Bid

3.5 QCBS Evaluation

- i. As stated above, the Evaluation Methodology proposed to be adopted by DSEU will be Quality cum Cost Based System (QCBS) method of evaluation where Technical Bid Score will get a weightage of 80% (denoted by T) and Commercial Bid Score a weightage of 20% (denoted by C).
- ii. Description of variables used:
 - S_T is the Technical Score for each Bid as calculated out of 100%
 - S_F is Total Commercial Score (normalized) for each Bid
- iii. Bids will be ranked according to their combined Technical Score S_T and Financial Score S_F using the weights (T = the weight given to the Technical Bid; C = the weight given to the Commercial Bid; T + C = 100%);
- iv. Total Score (T_s) for each Bid shall be computed as follows:

$$T_s = S_T \times T\% + S_F \times C\%$$

The Bid, that obtains the highest Total Score (T_s) value, will be rated as the Successful Bid.

3.6 Post Qualification and Award Criteria

- i. The Best Evaluated Bidder according to QCBS evaluation will be considered first for award of contract by DSEU. The firm achieving the highest Total Score (TS) will be invited for award of work.
- ii. An affirmative determination will be a prerequisite for award of the Contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in that event, DSEU will proceed to the next Best Evaluated Bidder to make a similar determination of that Bidder's capabilities to perform satisfactorily.

3.7 Notification of Award

a. Notification to Bidder

Prior to the expiry of the Bid validity period, DSEU will notify the successful Bidder in writing or by fax or email, to be confirmed in writing by Letter of Intent (LOI), that its proposal has been accepted. The notification of award will constitute the formation of the Agreement.

b. Performance Security

Prior to signing of the Agreement, DSEU shall promptly request the Selected Bidder to provide 3 % of the value of contract as Performance Security pursuant to this RFP.

c. Signing of Agreement

The selected Bidder shall enter into agreement with DSEU by signing a contract, incorporating all the terms and conditions, deliverables, responsibilities, payment schedules, project schedule etc.

4. TERMS OF REFERENCE

The scope of work of the Project Management Unit would be to support DSEU in the following areas:

1. To conduct analysis to identify and define the structure of the university for swift execution of setting up and functioning of DSEU
2. To create a wireframe for affiliations (Indian/international), governance framework, legal regulatory framework, certification mechanisms, institutional structure, including the integration of all institutions to be merged into the framework of the Skill University, such as WCSCs, polytechnics and ITIs etc.
3. To draft recommendations for immediate and medium-term course selection based on three surveys:
 - a. Analysis of skill gap within industry, with particular emphasis on Delhi-based industry to drive Delhi's economic growth
 - b. Assessment of existing faculty at all the institutions to be merged into the University with focus on courses taught, industry experience and skills (technical, pedagogic, research) to inform planning of staffing, course selection, continuous professional development
 - c. Asset survey to assess existing lab equipment at ITIs to inform course selection, budgeting requirements etc
4. To devise the curriculum design framework – lab equipment required; technology and digital content to be used/developed; training on soft skills, entrepreneurship skills and the 3Rs to enable students to be ready for the 'future of work'
5. To determine the physical infrastructure requirements for Transit Campus (e.g., buildings, lab space etc.)
6. To develop a wireframe for certification and accreditation for the courses and programs offered by the University
7. To develop the process of conducting examinations at the University
8. To develop a framework for assessment of Recognition of Prior Learning (RPL)

9. To support the University in drafting the Statutes and Ordinances as per requirements of the University
10. To propose and facilitate the process of getting into MoUs with possible national and international partnerships with the industry for curriculum, training, certification, placement, operations and/or any other best practices
11. To propose and facilitate the process of getting into partnerships with the industry for curriculum, training, certification, placement, operations and/or any other best practices
12. To provide recommendations for staffing requirements (skills, number) and draft terms and conditions for hiring of the staff
13. To set up a market research unit to propose and design appropriate courses based on market requirement and phase out outdated courses and curriculum.
14. To set up a dedicated placement unit for the University with strong industry collaborations to ensure post course transition of the student
15. To set up an incubation centre for supporting students who wish to become entrepreneurs with handholding support especially in initial stages
16. To develop a framework for setting up a Training of Trainers Institute
17. To create a framework for Continuous Professional Development of course faculty
18. To develop financial modelling of establishment and O&M costs and suggest potential funding linkages (government and private sector) and possible revenue streams
19. To facilitate the process of technology integration to the university in terms of setting up of Learning Management System (LMS), Enterprise Management System (ERP) and hosting of courses online and all necessary inputs for technology integration. This technology integration must facilitate online and offline learning for students
20. To formulate an outreach and communication plan for the University to ensure that students passing out from schools of Delhi have adequate information about the University, the nature of courses offered, and career pathways available after those courses
21. In addition, create a method for course identification and planning; curriculum design; high quality skill teaching; student development; industry linkages for curriculum, teaching, research, innovation; financing; making skill education aspirational; skill university as a platform for economic development based on processes and benchmarking with global best practice on processes
22. To be accountable for the project management of the PMU itself, and the various ongoing University activities

5. PAYMENT SCHEDULE

The payment milestones are indicated as below:

| SNO. | Project activity | Payment |
|------|--|-------------------------|
| 1 | On signing of the Agreement and submission of the Inception report | 20% of the project cost |

| | | |
|---|-------------------------|-------------------------|
| 2 | Completion of quarter 1 | 20% of the project cost |
| 3 | Completion of quarter 2 | 20% of the project cost |
| 4 | Completion of quarter 3 | 20% of the project Cost |
| 5 | Completion of quarter 4 | 20% of the project cost |

- a. The bidder shall achieve stated goals as per the inception report for raising the Quarterly invoice to the University.
- b. University upon receipt of that quarter's submission from bidder, will evaluate them in reasonable time and give its acceptance or otherwise and then only bidder will be eligible to be paid.

6. GENERAL CONDITIONS OF BID

6.1 Bid Currencies

Prices shall be quoted in Indian National Rupees (INR).

6.2 Authentication of Bids

The original and all copies of the Bid shall be typed or written in indelible ink. All copies of the bid shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Agreement. All pages of the Bid, except for un-amended printed literature, shall be initialed and stamped by the person or persons signing the Bid.

6.3 Amendment of RFP Document

At any time before the deadline for submission of bids, DSEU may, for any reason, at its own discretion, modify the Bid Document through an amendment notice. Any amendments made in to this document shall be communicated by means of notification and shall be published on www.tte.delhigovt.nic.in

DSEU shall not be responsible if the bidders fail to make note of such amendments. All such amendments shall be binding on all the bidders. The bidders are also advised to visit the aforementioned websites on regular basis for checking necessary updates. DSEU also reserves the rights to amend the dates mentioned in this RFP for bid process.

6.4 Validation of Interlineations in Bid

The bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the bidder, in which case such corrections shall be initialed by the person or persons signing the bid.

6.5 Cost of Bidding

The bidder is responsible for all costs incurred in connection with participation in this 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 DSEU to facilitate the evaluation process, and in negotiating a definitive Service Agreement and all such activities related to the bid process. This RFP does not commit DSEU to award a contract or to engage in negotiations. Further, no reimbursable cost may be incurred in anticipation of award of contract for implementation of project.

6.6 Language of Bids

- The proposal and all correspondence and documents shall be written in English. In case of accompanying literature being in a language other than English, a certified translation should accompany the documents as a part of the RFP. All proposals and accompanying documentation will become the property of DSEU and will not be returned.

6.7 Bid Prices

- a. The bidder shall indicate the price in accordance with format provided in the RFP and same will be used for the purpose of evaluation of bids by DSEU. Quoting disproportionately high and low bid prices may lead to rejection of the bid at the discretion of DSEU.
- b. The bidder shall prepare the bid based on details provided in the RFP. It must be clearly understood that the Scope of Work is intended to give the bidder an idea about the order and magnitude of the work and is not in any way exhaustive and guaranteed by DSEU.

6.8 Bid Validity Period

- a. The proposals shall be valid for a period of ninety (90) days from the date of opening of bids. A proposal valid for a shorter period may be rejected as non-responsive. On completion of the validity period, unless the bidder withdraws their proposal in writing, it will be deemed to be valid until such time that the Bidder formally (in writing) withdraws their proposal.
- b. In exceptional circumstances, at its discretion, DSEU may solicit the bidder's consent for an extension of the validity period. The request and the responses thereto shall be made in writing/ email.

6.9 Modifications and Withdrawal of Bids

No proposal may be modified / withdrawn in the interval between the deadline for submission of proposals and the expiration of the validity period specified by the bidder on the proposal form.

6.10. Contacting DSEU.

- a. No Bidder shall contact the DSEU on any matter relating to its Bid, from time of opening of bid to the time the work is awarded. If the Bidder wishes to bring additional information to the notice of the RFP Issuing Authority, the same should be done in writing to DSEU. The RFP Issuing Authority reserves the right to decide whether such additional information should be considered or otherwise.
- b. Any effort by a Bidder to influence the RFP Issuing Authority in its decision on Bid evaluation, Bid comparison or contract award may result in disqualification of the Bidder's Bid and also forfeiture of their Bid security.

6.11. Right to accept any Bid and to reject any or all Bids

DSEU reserves the right to accept or reject any proposal, and to annul the tendering process and reject all proposals at any time prior to award of work, without thereby incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for action so taken. In case of single bid, DSEU reserves the right to award the work to a single bidder.

6.12. Expenses for the Agreement

The incidental expenses of execution of Agreement/Contract shall be borne by the successful Bidder.

6.13. Failure to agree with the Terms & Conditions of the RFP/Contract

Failure of the successful Bidder to agree with the Terms & Conditions of the RFP shall constitute sufficient grounds for the annulment of the award.

6.14. Rejection on grounds of malpractices

- a. Bidders may specifically note that while evaluating the proposals, if it comes to DSEU knowledge expressly or implied, that some Bidders may have colluded in any manner whatsoever or otherwise joined to form an alliance resulting in delaying the processing of proposal then the Bidders so involved are liable to be disqualified for this Contract as well as for a further period of three years from participation in any of the tenders floated by the DSEU.
- b. DSEU will reject a proposal for award if it determines that the Bidder recommended for award, or any of its personnel, or its agents or, Vendors and/or their employees, has, directly or indirectly, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the Contract in question;

For the purposes of this provision, the terms are set forth as follows:

- i. "Corrupt practice" is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
- ii. "Fraudulent practice" is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- iii. "Collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;
- iv. "Coercive practice" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
- v. "Obstructive practice" is deliberately destroying, falsifying, altering, or concealing of evidence material to the investigation or making false statements to DSEU in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation.

6.15. Concessions permissible under statutes and Income Tax Liability

Bidder, while quoting against this RFP, must take cognizance of all concessions permissible under the statutes including the benefit under Goods and Services Act, 2017, failing which it will have to bear extra cost where Bidder does not avail concessional rates of levies like customs duty, excise duty, sales tax, etc. DSEU will not take any responsibility towards this. However, DSEU may provide necessary assistance, wherever possible, in this regard.

The Bidder and Personnel shall pay such direct and indirect taxes, duties including import duties, fees and other impositions levied under the Applicable Laws in India.

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6.16. Force Majeure

6.16.1. Definition of Force Majeure

For the purposes of this Agreement, "Force Majeure" means an event which is beyond the reasonable control of a Party, and which makes a Party's performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent), confiscation or any other action by government agencies.

6.16.1.1. Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or agents employees thereof, nor (ii) any event which a diligent Party could reasonably have been expected to both (A) take into account at the time of the conclusion of this Agreement and (B) avoid or overcome in the carrying out of its obligations hereunder

6.16.1.2. Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.

6.16.2. Force Majeure events

A Force Majeure event means any event or circumstance or a combination of events and circumstances which:

- a. is beyond the reasonable control of the affected Party;
- b. such Party could not have prevented or reasonably overcome with the exercise of reasonable skill and care;
- c. does not result from the negligence of such Party or the failure of such Party to perform its obligations under this Agreement;
- d. is of an incapacitating nature / unforeseeable circumstances and prevents or causes a delay or impediment in performance.

Notification procedure for Force Majeure: -The Affected Party shall notify the other Party of a Force Majeure event within seven (7) days of occurrence of such event. If the other Party disputes the claim for relief under Force Majeure it shall give the claiming Party written notice of such dispute within thirty (30) days of such notice. Upon cessation of the situation which led the Party claiming Force Majeure, the claiming Party shall within seven (7) days thereof notify the other Party in writing of the cessation and the Parties shall as soon as practicable thereafter continue performance of all obligations under this Agreement.

6.16.3. Consultation and duty to mitigate

- a. The affected Party shall, at its own cost, take all steps reasonably required to remedy and mitigate the effects of the Force Majeure event and restore its ability to perform its obligations under this Agreement as soon as reasonably practicable. The Parties shall consult with each other to determine the reasonable measures to be implemented to minimize the losses of each Party resulting from the Force Majeure event. The affected Party shall keep the other Parties informed of its efforts to remedy the effect of the Force Majeure event and shall make reasonable efforts to mitigate such event on a continuous basis and shall provide written notice of the resumption of performance hereunder.



Extension of time

Any period within which a Party shall, pursuant to this Agreement, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

6.17. Miscellaneous

The Selection Process shall be governed by, and construed in accordance with, the laws of India and the Courts at New Delhi shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the Selection Process.

DSEU, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to:

- (i) suspend and/or cancel the Selection Process and/or amend and/or supplement the Selection Process or modify the dates or other terms and conditions relating thereto;
- (ii) consult with any Bidder in order to receive clarification or further information;
- (iii) retain any information and/or evidence submitted to DSEU by, on behalf of and/or in relation to any Bidder; and/or
- (iv) independently verify, disqualify, reject and/or accept any and all submissions or other information and/or evidence submitted by or on behalf of any Bidder.
- (v) It shall be deemed that by submitting the Proposal, the Bidder agrees and releases DSEU, its employees, agents and advisers, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/or performance of any obligations hereunder, pursuant hereto and/or in connection herewith and waives any and all rights and/or claims it may have in this respect, whether actual or contingent, whether present or future. All documents and other information provided by the Bidder or submitted to DSEU shall remain or become the property of Client and the concerned State Governments. Applicants are to treat all information as strictly confidential. DSEU will not return any Proposal or any information related thereto. All information collected, analyzed, processed or in whatever manner provided by the Bidder in relation to the consultancy shall be the property of DSEU. The DSEU reserves the right to make inquiries with any of the clients listed by the Bidders in their previous experience record.

Sd/-
Registrar
Delhi Skill and Entrepreneurship University



ANNEXURES

Section I – Format for Qualification and Technical Bid Form 1 – Bid Main Cover Letter

To,
Registrar,
Delhi Skill and Entrepreneurship University,
Integrated Institute of Technology Complex,
Sector 9, Dwarka, New Delhi

Sir,

Having examined the RFP document, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide the services as required and outlined in the RFP for "Project Management Unit for Delhi Skill and Entrepreneurship University (DSEU)".

Each page of the Technical and Commercial Bid has been signed by the Authorized Signatory.

1. We do hereby undertake, that, in the event of acceptance of our bid, the services shall be provided as stipulated in the RFP document and that we shall perform all the incidental services.
2. We agree to abide by our offer for a period of 90 days from date of opening of bids.
3. We have carefully read and understood the terms and conditions of the RFP and the conditions of the contract applicable to the bid and we do hereby undertake to provide services as per terms and conditions mentioned in the RFP.
4. The information contained in this Bid or any part thereof, including its exhibits, schedules, and other document(s) delivered or to be delivered to DSEU, is true, accurate, and complete.
5. It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company/ firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Yours sincerely,

(Signature) (In the capacity of)

Date:

Duly authorized to sign the RFP Response for and on behalf of:
(Name and Address of Company) Seal/Stamp of bidder



Form 2(a): Pre-qualification Criteria checklist

| Criteria | Description | Documents Required | Document Ref Page No. |
|----------|---|---|-----------------------|
| 1. | a. The bidder (defined as lead bidder and a maximum of one consortium member) must be a legal entity b. The bidder should be in business for at-least ten years as on bid submission date | Copy of certificate of incorporation commencement of business for the bidder. | |
| 2. | The lead bidder must have minimum average annual turnover of INR 10 (Ten) crores from last three financial years i.e. FY 2016-17, 2017-18, and 2018-19. Average annual revenue from consultancy services for last 3 financial years of 5 (five) crores. | As per Form-10. Submit documentation of the lead bidder to support the claim | |
| 3. | The bidder must have prior experience of providing consultancy services as a PMU (PMO or PMC) in Education or Skilling for one State / Central Government/Govt. agency. | Work orders / agreement/ Lol / completion certificate | |
| 4. | The bidder must have prior experience of being engaged for PMU (PMO or PMC) by State / Central Government for not less than 5 years and completed one single work of Rs.2.50Cr or two similar works of Rs.1.50Cr. each | Work orders /agreement/ Lol/completion certificate | |
| 5. | The bidder must have partnerships with / undertaken projects for recognized entities in the skilling ecosystem such as NSDC, the Sector Skill Councils, and should not have been blacklisted or terminated | Work orders / agreement/ Lol / completion certificate | |

In case of a consortium, copy of certificate of incorporation, Form 10 has to be submitted for each consortium member and Minimum Qualification Criteria for average annual turnover should be satisfied by the Lead Member

Name & Signature

Authorized Signatory Company Seal

Form 2(b): Evaluation Criteria

| SN | Evaluation Criteria | Maximum Score | Forms |
|----------|--|---------------|------------|
| A | EXPERIENCE -Adequacy for the assignment | 50 | |
| A.1 | Prior experience relevant to skilling, education, university inception and other related projects including training and publication in the field | 20 | Form 4 |
| A.2 | Experience relevant to implementation of projects/interventions/policy initiatives through setting up a Project Management Office (PMO) or a Programme Management Unit (PMU) related to eligible assignments | 20 | Form 4 |
| A.3 | Organization has overseas/international experience of providing consultancy | 5 | Form 4 |
| A.4 | The bidder has relevant ISO certifications as evidence of the quality of its services <ul style="list-style-type: none"> - ISO 9001:2015 - ISO 27001 - ISO14000 - ISO 20000 | 5 | Attachment |
| B | RESOURCE ASSESSMENT | 30 | |
| B.1 | <p>Project leadership (Team Leader – 20% time commitment and Project Manager), Project Manager to be Full Time</p> <p>Team Leader should be a post graduate (eg, MBA, Chartered Accountant, Master's degree) with at least 20 years of work experience in consultancy, implementation of education sector projects and holding leadership positions in industry. Experience must span across multiple geographies.</p> <p>Project Manager must have a Master's degree with at least 10 years of work experience. The Project Manager is expected to be a education/development sector professional with experience in education program design, monitoring and evaluation. Experience must span across multiple geographies. International work experience will be preferred.</p> <p>The criteria for evaluation include</p> | 10 | Form 6 & 7 |

| | | | |
|-----|---|----|------------|
| | <ul style="list-style-type: none"> • Education • Overall professional experience | | |
| B.2 | <p>Full Time Team members as defined below:</p> <ul style="list-style-type: none"> • Institutional, legal, regulatory, governance structures (Lead) • Industry Engagement (Lead) • Curriculum and Teacher Professional Development (Lead) • Technology (Lead) • Field Research / Surveys (Expert and Lead) – <i>short-term deployment as required</i> (3 Months expected) • Financial Modelling (Expert) – <i>short-term deployment as required</i> (3 Months expected) • Project monitoring and management (Lead) <p>The required expertise is as follows:</p> <p>Institutional, legal, regulatory, governance structures lead – MBA or Master's degree. At least seven years of experience in the education and skilling sectors, engaging with both government and private sector.</p> <p>Industry Engagement lead – MBA or Master's degree. At least seven years of work experience. Experience must include that in the skilling sector and in developing industry partnerships for skilling.</p> <p>Curriculum and Teacher Professional Development lead – At least 10 years of experience as an educator, developer of curriculum materials and teacher trainer.</p> <p>Technology Lead – Considerable experience of developing IT systems, websites and managing IT infrastructure for large organizations, with a preference for educational institutions.</p> <p>Field Research / Survey expert – At least two years of experience including that in research and writing in the social sector.</p> <p>Field Research / Survey lead – At least seven years of experience including that in project planning and execution, stakeholder engagement, knowledge management and administration.</p> <p>Financial Modelling expert – MBA or Master's degree. At least five years of experience in financial modelling of large-scale projects including social infrastructure projects.</p> | 10 | Form 6 & 7 |

| | | | |
|-----|--|----|------------|
| | <p>Project monitoring and management lead – Master’s Degree specializing in Project Management. At least five years of work experience on large scale project management in India and internationally.</p> <p>Marks will be allocated to:</p> <ul style="list-style-type: none"> - Qualification - Relevant Experience | | |
| B.3 | <p>Subject Matter Experts – Across five areas relating to:</p> <ul style="list-style-type: none"> • Institutional, legal, regulatory, governance structures • Industry Engagement • Curriculum and Teacher Professional Development • Technology • Building & Infrastructure <p>SME will have to spend at least 15% time on this project, with bidders proposing up to 100% time as they deem necessary</p> <p>The required expertise is as follows:</p> <p>Institutional, legal, regulatory, governance structure expert – Expert to have a Master’s, with at least 15 years of work experience. Experience to include conceptualisation and implementation of skilling and education projects, including setting up of skill development institutes. Must have experience of government engagement.</p> <p>Industry engagement expert – Expert to have a Master’s degree, with at least 20 years of senior leadership positions in public policy in India and internationally.</p> <p>Curriculum and Teacher Professional Development – Expert to have a Master’s degree, with at least 20 years of work experience. Experience to include leadership of universities in India.</p> <p>Technology Expert – Expert to have an MBA degree, with systems and IT specialization and at least 12 years of work experience.</p> <p>Building & Infrastructure – Expert to have at least 15 years of work experience at reputed firms with the relevant experience. International experience would be valued.</p> <p>Marks will be allocated to:</p> <ul style="list-style-type: none"> - Qualification - Relevant Experience | 10 | Form 6 & 7 |

| | | | |
|-------------------|---|------------|------------|
| C | APPROACH AND METHODOLOGY (will be assessed through the Technical Presentation) | 20 | |
| C.1 | Proposed Approach & Methodology by the bidder highlighting their understanding of the project | 10 | Form 8 & 9 |
| C.2 | Proposal includes a work plan with timelines which are detailed and explained | 10 | Form 8 & 9 |
| A+B +C | Total | 100 | |

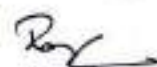
Note: Detailed evaluation criteria will be prepared by the Evaluation Committee for evaluation of the Qualification and Competence of the key personnel for the Assignment.

Ray

Form 3: General Information about the Bidder

| Details of the Bidder (Lead Bidder and Consortium) | | |
|--|---|-------------|
| 1. | a) Name of the bidder | |
| 2. | Address of the bidder | |
| 3. | a) Legal status of bidder | |
| 4. | a) Details of incorporation of the sole/prime bidder | Date: Ref.# |
| 5. | a) Details of Commencement of Business of sole/prime bidder | Date: Ref.# |
| 6. | a) Valid Goods & Services Tax (GST) registration no. of sole/prime bidder | |
| 7. | a) Permanent Account Number (PAN) of sole/prime bidder | |
| 8. | Name & Designation of the contact person to whom all reference shall be made regarding this RFP | |
| 9. | Telephone No. (with STD Code) | |
| 10. | E-Mail of the contact person: | |
| 11. | Fax No. (with STD Code) | |
| 12. | Website | |

Signature of Bidder



Form 4: Organization Project Experience

Bidders to use this format for demonstrating, their related experience, in carrying out, similar assignments. Use separate formats for individual experience.

| | |
|---|---------------------------------|
| Assignment Name: | |
| Name of the Client: | |
| Aprox. Value of the Contract: | |
| Total number of staff-months of the Assignment: | Location & Address: |
| Start Date (Month/Year): | Duration of Assignment(months): |
| Completion Date(Month/Year): | |
| Narrative description of Project: | |
| 1. Description of actual services provided by you within the assignment | |

Note: For each experience, bidder has to attach the supporting work orders / agreements / Lots / completion certificates.

Form 5: Affirmative Statement for Conflict of Interest

[On the letter head of the organization]

Self-Certificate

To
Registrar,
Delhi Skill and Entrepreneurship University,
Integrated Institute of Technology Complex,
Sector 9, Dwarka, New Delhi

Sir,

Bidder shall furnish on its Letterhead an affirmative statement as to the existence of, absence of, or potential for conflict of interest on the part of the bidder due to prior, current, or proposed contracts, engagements, or affiliations with DSEU.

Additionally, such disclosure shall address any and all potential elements (time frame for service delivery, resource, financial or other) that would adversely impact the ability of the bidder to complete the requirements as given in the RFP.

Yours sincerely,

Dated this Day of 2021

(Signature) (In the capacity of)

Duly authorized to sign the RFP Response for and on behalf of:

(Name and Address of Company)

Seal/Stamp of bidder



Form 6: Self-Certificate for number and details of qualified Manpower/Employees

[On the letterhead of the organization]

Self-Certificate

To
Registrar,
Delhi Skill and Entrepreneurship University,
Integrated Institute of Technology Complex,
Sector 9, Dwarka, New Delhi

In response to the RFP No. _____ dated _____ for quoting against the RFP as an Authorized Representative(s) of M/s. , I / We hereby declare, as on date of submission of the proposal, have following number of qualified personnel/ consultants for this PMU.

Staff engaged *

| Name of Staff | Designation | Years of Experience | Area of Expertise |
|---------------|-------------|---------------------|-------------------|
| | | | |
| | | | |
| | | | |

**Can be hired as a sub consultant/sub-contractor*

Signature:
Name of the Authorized Signatory:
Designation:

** Self-Certificate on the letterhead of the bidder signed by Authorized signatory with the bidder's seal and stamp and submit profiles of the team along with Self Certificate.



Form 7: Profiles of the proposed core team members & experts to be deployed for the project

Using the format provided below, please provide profiles of core team.

| | | | | |
|---|---------------|------|---------|---------------|
| Photo | Name | | | |
| | Position: | | | |
| | Date of Birth | | | |
| | Education: | | | |
| Employment Record | From | To | Company | Position Held |
| | | | | |
| | | | | |
| | | | | |
| Brief Profile | | | | |
| Countries of Work Experience | | | | |
| Languages | Language | Read | Write | Speak |
| | | | | |
| | | | | |
| Work Undertaken that Best Illustrates Capability to Handle the Task Assigned | | | | |
| Nature of work: | | | | |
| Year: | | | | |
| Location: | | | | |
| Company: | | | | |
| Position held: | | | | |
| Main features: | | | | |

Rev

Form 8: Description of the approach and methodology for the project

Bidder to provide the detailed approach and methodology for extending services as per the Scope of Work mentioned under the RFP.

Ry

Form 9: Work plan for performing the assignment

Bidder to provide detailed activity schedule for the entire work plan for the project

RC

Form 10: Financial Information

The applicant should give declaration by chartered accountant on their letter head duly signed and sealed in following format.

To whomsoever it may concern

On the basis of audited financial statements, we hereby certify that (Name of Agency) having registered office at (Office address) has an average annual turnover of Rupees _____ in the past three consecutive financial years (2016-2017, 2017-18, 2018-19). The details of annual turnover are mentioned below:

| Sl. No. | Financial Year | Annual Turnover (INR) | Net Profit (INR) | Net Worth (INR)(INR) | Revenue from consultancy (INR) |
|---------|------------------|-----------------------|------------------|----------------------|--------------------------------|
| 1 | 2016-17 | | | | |
| 2 | 2017-18 | | | | |
| 3 | 2018-19 | | | | |
| | Average Turnover | | | | |

Note: Audited financial statements for the past three years (2016-2017, 2017-18, 2018-19) should be submitted by the Applicant.

(Chartered Accountant):

Signature

Name

Registration No.

Contact No.

Seal:

Date:

Place:

Boyc

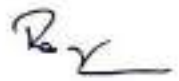
Form - 11
Bid Securing Declaration

I hereby submit a declaration that the bid submitted by the undersigned, on behalf of the bidder, (Name of the bidder), shall not be withdrawn or modified during the period of validity i.e. not less than 90 (Ninety) days from the date of opening of bids.

I, _____ on behalf of the bidder, (Name of the bidder), also accept the fact that in case the bid is withdrawn or modified during the period of its validity or if we fail to sign the contract in case the work is awarded to us or we fail to submit a performance security before the deadline defined in (RFP), then (Name of the bidders) will be suspended for participation in the tendering process for the works of Delhi skill and Entrepreneurship University, for a period of one year from the bid due date of this work

(Signature of the Authorized Signatory)

(Official-Seal)



Form 12: Format for Commercial Bid

<To be placed in Commercial Bid envelope>

To

Registrar,
Delhi Skill and Entrepreneurship University,
Integrated Institute of Technology Complex,
Sector 9, Dwarka, New Delhi

Having examined the RFP document, the receipt of which is hereby *duly acknowledged*, I/We, the undersigned, offer to provide the services as required and outlined in the RFP for "Selection of agency for Project Management Unit for Delhi Skill and Entrepreneurship University".

I/ We have carefully read and understood the terms and conditions of the RFP and we do hereby undertake to provide the services as per terms and conditions mentioned in RFP.

1. We are hereby submitting our complete commercial Bid as per the prescribed format.
2. The Commercial Bid is for the sum of INR [Amount in words and figures] for the complete project. This is exclusive of statutory taxes, duties, and charges and levies as applicable i.e. GST or any travel cost outside of Delhi.

This reflects the team deployment set out in the table below, as per the Staff Requirement. Incomplete table or deployment not in line with the minimum RFP requirement will lead to rejection of the financial bid.

| Name / Position | Number of months deployed | Person Month Rate | Minimum % of time (as per RFP) | Fees for the assignment |
|---|---------------------------|-------------------|--------------------------------|-------------------------|
| Team Leader | 12 | | 20% | |
| Project Manager / May be the PMO lead, if proposed | 12 | | 100% | |
| SME – 1. Institutional, legal, regulatory, governance structures | 12 | | 15% | |
| SME -2 Industry Engagement | 12 | | 15% | |
| SME – 3. Curriculum and Teacher Professional Development | 12 | | 15% | |
| SME – 4. Technology | 12 | | 15% | |
| SME – 5. Building & Infrastructure | 12 | | 15% | |
| Full Time - Institutional, legal, regulatory, governance structures | 12 | | 100% | |
| Industry Engagement | 12 | | 100% | |
| Curriculum and Teacher Professional Development | 12 | | 100% | |

| | | | | |
|--|----|--|------|--|
| Technology (Lead) | 12 | | 100% | |
| Field Research / Surveys (Expert and Lead) – short-term deployment as required | 03 | | 100% | |
| Financial Modelling (Expert) – short-term deployment as required | 03 | | 100% | |
| Project monitoring and management | 12 | | 100% | |
| International experts (as required) | | | | |
| Other experts (as required) | | | | |

3. Our Commercial Bid shall be binding upon us.
4. The Commercial Bid has been signed by the Authorized Signatory.
5. We understand and hereby accept that DSEU will evaluate our Bid on the basis of Total Contract Value quoted by us.
6. It is hereby confirmed that I/We are entitled to act on behalf of our corporation / company / firm / organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Yours sincerely,

Dated:

(Signature) (In the capacity of)

Duly authorized to sign the RFP Response for and on behalf of: (Name and Address of Company) Seal/Stamp of bidder

