

**F.No. 10/13/2012-CB&TA**  
**Government of India**  
**Ministry of Development of North Eastern Region**

Vigyan Bhawan Annexe, New Delhi,  
August, 12, 2013.

**Tender Notice**

**Subject:** Training programmes in 'BEAUTY AND WELLNESS' for youths of North Eastern Region.

Ministry of Development of North Eastern Region(DoNER) invites tenders in two bid system- technical & financial from experienced Organizations/Institutes of repute for conducting Training programmes in 'BEAUTY AND WELLNESS' for youths of North Eastern Region under Scheme of "Capacity Building and Technical Assistance" (CB&TA). Both bid envelopes should be sealed and super-scribed Technical Bid or financial Bid, as the case may be and kept in separate envelopes. Both of these envelopes should be placed in single cover super-scribed as 'Quotation for Beauty and Wellness Training for Youth of NER'. The details regarding eligibility, tender format, where to submit tender documents, etc. may be downloaded from this Ministry's website, i.e. <http://www.modoner.gov.in> or may be collected from undersigned. This Ministry reserves the right to accept or reject in part or full all or any of responses without assigning any reasons whatsoever. Last date for receipt of bids is 14.09.2013 and this Ministry will not be responsible for any postal delay.



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**F.No. 10(13)/2012-CB&TA**  
**Government of India**  
**Ministry of Development of North Eastern Region**

Vigyan Bhawan Annexe,  
Maulana Azad Road, New Delhi.

12<sup>th</sup> August, 2013.

**Subject: Inviting proposals for undertaking vocation oriented training programmes in 'Beauty and Wellness'.**

**1. Background :**

1.1 A major development requirement for North East Region is strengthening of human resources, particularly the youth, so as to make them skilled and employable. Ministry of Development of North Eastern Region (DoNER) is implementing a programme for youth in North Eastern Region for acquiring skills and competencies through plan schemes, namely Capacity Building and Technical Assistance (CB&TA). Basic objective of this plan scheme is to provide skills and competencies for employability, self-employment and also assist in providing any other specialized inputs required for Human Resource Development in sectors that are critical for development of the region.

1.2 Detailed guidelines background relating to CB&TA are available on the Ministry's website [www.mdoner.gov.in](http://www.mdoner.gov.in).

1.3 As of now, Ministry has primarily been entertaining proposals for skill development and training for the unemployed youth of North Eastern States from Government Institutions/organizations and autonomous bodies under the central/state government. To have a wider reach and to have the

most competitive bid, it is now proposed to invite applications/proposals from private institutions/organizations also alongwith Government Institutes/autonomous bodies for '**Beauty and Wellness**' programme as per details contained hereinafter.

**2. Pre-qualification selection criteria of Institute/Organization:**

- (a) Institute/organization shall be a legal entity, eligible to enter into agreement/contract with the Ministry to undertake work contract in India;
- (b) Have experience of conducting training programmes in Beauty and Wellness.
- (c) The institute should have their own faculty members or should have confirmed tie up with experts in field of beauty and wellness.
- (d) Should have their own training facilities.
- (e) They should be able to provide boarding and lodging arrangements for the candidates either within their premises/campus or should be able to make these arrangements on hire basis satisfactorily.
- (f) Should have minimum annual turnover of Rs.1cr. per annum during the last three years i.e. 2010-11, 2011-12 and 2012-13. Documentary proof/a certificate duly signed by the Chartered Accountant should be enclosed.

**3. Terms and Reference:**

- (a) The Institute will be responsible for selecting candidates from North Eastern States through state governments/local Advertisement and/or by holding road shows, etc.
- (b) The Training programme is intended for 180 youth in four batches i.e 45 per batch.



- (c) Initially one batch of 45 will be awarded. Second/subsequent batch may be awarded after successful completion and placement of candidates of the first/earlier batch on the same terms and conditions including payment terms.
- (d) All expenses towards course fee including study material, etc boarding & lodging and TA by 2<sup>nd</sup> class sleeper will be payable by Ministry.
- (e) A diploma, advance diploma or certificate will have to be awarded to the candidates.
- (f) It will be the responsibility of the institute to tie up the employment of the candidates with reputed organizations and an assurance for 100% guaranteed employment will have to be given.
- (g) The ongoing training programme at the premises of successful organization would be open to inspection by the Ministry officials.
- (h) Details of those who are given employment through the organization would be required to be uploaded in the organization's website.
- (i) A stipend @Rs.4000/- (Four Thousand only) per month will required to be paid to candidates until they are placed in employment to the extent of 100%.

#### **4. Payment terms and conditions:**

- a) 30% on entering/executing bond in the prescribed format by the successful Institute.
- b) 50% on completion of training programme and successful placement of candidates. Placement is defined as appointment letter on the letter head of the employer organisation with details of salary, ESI,

PF etc. furnishing of Utilization Certificate & audited statement of accounts is essential.

c) Balance 20% is post placement mentioning to ensure they are in job after 3 months.

d) In addition following will also be payable:

- i. Service tax as applicable on reimbursement basis
- ii. TA (second Sleeper as actual basis)
- iii. Advertisement cum selection expenses @ 10% of the cost of the approved/awarded cost per batch.

5. **Time Frame:** Training will be for a period of 5 months. The programme will have to commence within a lead period of 60 days from the date of sanction of programme. Ministry on its part will intimate details of successful organization to all the Labour and Employment Department of North Eastern States for wider publicity.

6 a) Estimated cost of the training programme is Rs. 60,000/- (Sixty Thousand only) per candidate. Course fee is inclusive of boarding & lodging, training material and stationery etc.

b) Earnest Money Deposit (EMD) amounting to Rs.50,000/- in the form of demand draft/banker cheque valid for three months, drawn in favour of Pay & Accounts Officer, M/o Development of North Eastern Region payable at New Delhi will be enclosed with the technical bid.

c) EMD will be forfeited if bidder organization withdraws its bid during validity period of three months. Bids received without EMD shall not be considered.

- d) Successful organization will be required to give a security deposit of Rs.1.35 lakh (One Lac and Thirty Five Thousand only) in the form of Bank Guarantee /FD/NSC certificate.

**7. Court of Jurisdiction:**

Should there be any dispute, it shall be subject to the exclusive jurisdiction of Courts at Delhi/New Delhi.

8. Technical and Financial bids in prescribed format (Annexure I &II), supported by requisite documents in two separate sealed covers indicating "Technical Bids" and "Financial Bids" respectively, kept inside the main sealed cover duly superscripted "Quotations for Training programme in Beauty and Wellness under CB&TA Scheme" should be submitted to Smt. K. Damayanthi, Joint Secretary-in-Charge, CB&TA, Ministry of Development of North Eastern Region, Room No.283, Vigyan Bhawan Annexe, Maulana Azad Road, New Delhi – 110 011 and should reach by 14.09.2013, at 1500 hrs. and the same would be opened on 17.09..2013 at 1100 hrs.



(Mercy Epao)

Deputy Secretary (CB&TA)

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ANNEXURE-ITECHNICAL BID

1.	Name of the Firm/Organisation/Institution	
2.	Postal Address	
3.	Telephone No.	
4.	Certificate of Registration	
5.	Service Tax Code No. and PAN No.(Proof to be attached)	
6.	Whether EMD of Rs.50,000/- enclosed in the form of Bank Draft / Pay order (No. and Date)	
7.	Brief details of training programmes conducted in "Beauty & Wellness" during last two years. Names of Govt. organization or private organization, if any, to be indicated. Duration of training programme may also be indicated.	
8.	Names of organizations where successful candidates were placed/got employment to be given.(attach separate sheet).	
9	Details of faculty/professionals employed on permanent basis or on long term contract of at least three years or visiting faculty and their qualifications.	
10.	Annual turn-over (attach documentary proof/a certificate from Chartered Accountant)	<u>Year</u> <u>Amount</u> 2010-11 2011-12 2012-13
11	Name, Designation and Address of the person to whom all references shall be made regarding this tender	
12	Telephone No. & Mobile	Office: Residence:
13.	E-mail address	

This is to certify that I/We have carefully read the contents of the tender document and fully understood all the terms and conditions therein and undertakes myself/ourselves to abide by the same.

Place: \_\_\_\_\_  
Date: \_\_\_\_\_

(Signature of the Authorised Signatory with name)  
Seal of the Firm/Organisation/Institution

**FINANCIAL BID**

**Conducting Training Programme in**  
**"BEAUTY AND WELLNESS"**

<b>PARTICULARS</b>	<b>TENDER AMOUNT FOR 45 CANDIDATES</b>
Conducting Training Programme in <b>"BEAUTY AND WELLNESS"</b>	