



**GOVERNMENT OF TRIPURA
DIRECTORATE OF TRIBAL WELFARE
(COACHING SECTION)**

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F.14-4/TW/MDC/ Coaching/2022-23/ 10964.

Dated 29/06/2022

EXPRESSION OF INTEREST

Expression of Interest (EOI) is hereby invited for empanelment from the registered & reputed NGO of Tripura for running of Madhyamik Dropout Coaching centres (MDCC) during the year 2022-23 for Madhyamik failed ST Students of 2022.

The complete proposal should be submitted either by post or email (twdtripura@gmail.com) to the Directorate of Tribal Welfare, Pandit Nehru Complex, Gurkhabasti, Agartala, West Tripura, PO: Kunjaban, PIN: 799006 w.e.f 01/07/2022 to 10/07/2022 up to 4:00 P.M. Details EOI may be seen and downloaded from the website www.twd.tripura.gov.in

(Dr. Vishal Kumar, IAS)
Director,
Tribal Welfare
Govt. of Tripura

SCOPE OF WORK:

1. Scope of Work:

Expression of Interest (EOI) is hereby invited from interested reputed and experienced NGOs of Tripura for imparting classroom coaching to Madhyamik failed ST students who are interested to appear in Madhyamik examination, 2023.

Financial involvement as given below:-

Sl	Name of Work	Tentative number of MDCCs	Course duration	Total no of students/ MDCC	Coaching fee to be provided to each MDCC (tentative)	Total fund involvement (Rs)
1.	Running of Madhyamik Dropout Coaching Centre (MDCC) for Madhyamik failed ST Students who are interested for appearing in Madhyamik Examination 2023.	14	8 months [from August, 2022 to March, 2023 (up to last date of final exam)]	50	Rs. 9,36,000/-	Rs.1,31,04,000/-
Total		14	8 months	50	Rs. 9,36,000/-	Rs.1,31,04,000/-

Terms & Conditions of EOI

Eligibility:

1. NGO must be registered under the Societies Registration Act, 1860 Act under Co-Operative Department /by the competent authority of the State Govt. of Tripura.
2. NGO must have an experience in conducting Madhyamik Drop out coaching for at least 3 years.
3. The audited account of the intending NGO must be audited by the CAG empanelled Chartered Accountant Firm and audited report during the year 2018-19 & 2019-20 to be submitted along with the EOI.
4. An NGO cannot bit for more than 3 (three) location and cannot share teaching resources annoy themselves.
5. **The NGO must have experience in running ST Madhyamik Dropout Coaching Centre. Intending NGO must submit at least last 3(three) years performance report i.e.2017-18, 2018-19 & 2019-20 along with the EOI. The performance of the NGO for the year 2017-18 & 2018-19 should be 50% & above and for 2019-20 performance should be 60%& above. Performance report must be supported by list of enrolled and as well as successfully passed candidates with copies of Mark sheets.**
6. NGO must have basic infrastructural facility for accommodation of students (boys & girls separately) for class rooms, for kitchen & dining rooms and study room/Teaching room, Toilets separately for boys & girls. Intending NGO must submit the photograph of infrastructure facility. The said accommodation should be a single infrastructure for boys/girls separately in one location and not in the form of units of rooms/infrastructure.

7. NGO shall have at least 1 teacher in each subject of Madhyamik with graduation and 5 or more-years experience in teaching or B. Ed qualified teachers or have qualified in TET exam. NGO must submit CV of teaching staffs with consent letter to join the Coaching.

Mode of Submission of EOI:

The interested Institutions may visit the tender section of TWD website (<https://twd.tripura.gov.in>) and submit on or before 16:00 Hrs of 10th JULY, 2022 in the Directorate of Tribal Welfare, Govt of Tripura, P.N. Complex, Gurkhabasti, Agartala. West Tripura, PO: Kunjaban, PIN-799006. (Last date of submission of EOI) only.

The Institute shall examine all instructions, forms, terms and specifications in the EOI. Failure to furnish all information required as per the EOI or submission of EOI not substantially responsive to the Terms and Conditions in every respect will be at the Institution's risk and may result in rejection of the EOI.

Selection Process:

1. Application of the bidder shall be evaluated by a committee formed by the Directorate of Tribal Welfare. Only the application(s) fulfilling the eligibility criteria shall be forwarded to the Sub-Divisional Boarding House Committee for physical verification of Madhyamik Dropout Coaching Centre (MDCCs).
2. The detailed report of the SDLBHC along with the recommendation and photographs of MDCC shall be forwarded to the Directorate through the concerned DM & Collector for running of ST Madhyamik Dropout Coaching Centre during the year 2022-23 failing which EOI will be rejected.
3. The SDLBHC may recommend/ not recommend every application of NGOs, however report and recommendation shall be sent for every NGOs at a time.
4. One NGO may open one centre in a Sub-Division / District but one and above unit can be ran in the same centre, subject to approval of the Department if infrastructural facilities are available as required for the scheme. No second centre of the same NGO will be allowed to conduct coaching in the same Sub-Division / District.
5. Recommended applications of NGOs received from DM & Collectors shall be re-examined by the evaluation team along with physical verification by state level and with the final approval of the competent authority shall notify the final list of approved NGOs.
6. The parameters for assessment criteria for Technical Qualifications are given at Annexure V respectably. Institutions have to submit said information as per annexed formats.
7. **The NGOs/Institutions will be ranked based on the Technical Evaluation as mentioned at Annexure V.**

Award of Contract:

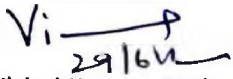
- (i) The **Directorate of Tribal Welfare** shall accordingly award the contract to the approved NGOs.
- (ii) The Institutions shall submit an acceptance letter and list of curriculums within 15 days of issuance of Work Order to the office of concerned Sub-Division, who will then forward the same to Directorate level.

Disbursement and payment of fees:

Coaching fee: Payment of coaching fee shall be made by concerned Sub-Divisional Welfare Officer. The concerned Sub-Divisional Welfare Officer shall to every empanelled/selected NGO through *Online/CTOS/DBT/e-RUPI*.

General Instruction:

1. The Minimum number of ST candidate shall be enrolled is 40 students and maximum is 50 in each unit.
2. The Tribal Welfare Department, Govt. of Tripura reserves the right to either accept or reject any proposal or entire process without assigning any reason.
3. The infrastructure/ accommodation should be a single infrastructure for boys/girls separately in one location and not in the form of units of rooms/infrastructure.
4. The infrastructure/ facilities for accommodation as mentioned in the EOIs will be evaluated by the Evaluation Committee to be formed for the purpose by the Directorate of Tribal Welfare, Government of Tripura separately for each course.


(Dr. Vishal Kumar, IAS)
Director,
Tribal Welfare
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INSTITUTION'S INFORMATION SHEET

1.	Name of the Institution/Farm/Organization:	
2.	Full address of Institution's organization :	
3.	Telephone no :	
4.	E-mail address :	
5.	TIN / PAN No. :	
6.	GSTN :	
7.	<u>Particulars of Registration with Government Body</u> Organization/Place of registration: Registration No. :	
8.	<u>Contact Person:</u> Name: Mobile No:	

I do hereby certify that the above mentioned particulars are true and correct.

(Signature of the Authority)

Date:

Name:

Place:

Seal:

DECLARATION AND UNDERTAKING BY THE INSTITUTION

To
The Director,
Tribal Welfare Department,
Pandit Nehru Complex, Gurkhabasti,
Agartala, West Tripura, PIN – 799006

Sub: Self-declaration in respect of submission of EOI invited from the interested reputed and experienced NGO for running Madhyamik Dropout Coaching Centre, 2022-23 for imparting classroom coaching to Madhyamik failed ST students interested in appearing Madhyamik examination, 2023.

Dear Sir,

I / We hereby agree to abide by all terms and conditions laid down in EOI document referred above.

2. I/We before signing this EOI have read and fully understood all the terms and conditions and instructions contained therein and undertake myself/ourselves to abide by the said terms and conditions.

3. I/We confirm that we have not been levied financial penalty or any major penalty in the past by any of our client/principal employer and also declare that my/our firm/agency/company doesn't have any existing litigation, never blacklisted or terminated by any client in India.

4. I/We confirm that we never filed any law suits or requested arbitration with regard to any contract during the last five years. No judgment, claim, arbitration proceeding or suit is pending or outstanding against us or our officers. Bankruptcy was never filed by us, our subsidiaries or our parent companies. We were never cited by any regulatory agency for a safety violation in the last 2(two) years.

(Signature of the Authority)

Date:

Name:

Seal:

Place:

DOCUMENT TO BE SUBMITTED

<u>Particular</u>	<u>Name of Document</u>
1. Whether Registered under Societies Registration Act 1860 or not. If registered, Registration No. of the NGO (Xerox copy of registration certificate to be enclosed)	Photocopy of Registration certificate registered under Society Act 1860.
2. Income Tax Clearance Certificate for the assessment year 2020-21(copy to be enclosed)	Income Tax Clearance Certificate
3. Pan Number of the NGO(copy to be enclosed)	Photocopy of PAN Card
4. Audited report of the NGO conducted by the CAG empanelled Audit firm for last 2yrs i.e. 2019-20 & 2020-21 to be submitted.	Photocopy of Audited report of the NGO conducted by the CAG empanelled Audit firm for last 2yrs i.e. 2019-20 & 2020-21 to be submitted.
5. Performance report of the NGO towards ST Madhyamik Dropout Coaching (during the year i.e. 2017-18, 2018-19 & 2019-20 to be submitted).	List of successful ST Madhyamik Dropout students enrolled in the institution (during the year i.e. 2017-18, 2018-19 & 2019-20 to be submitted) as per Annexure-IV .
6. Infrastructure	Photograph of each unit
7. Details of 5 teaching Staff	CV of 5 best teaching staff subject wise.
8. List of enrolled students	Photocopy of the register

LIST OF SUCESSEFUL STUDENTS DURING 2017-18 to 2019-20

Sl.	Year of Passing	Name of successful student	Name of Schools from which passed	Roll No.	Marks obtained in Madhyamik Exam

Format of Technical Bid Evaluation during the year 2022-23.

Name of Institution:

Address:

Course:

Qualification Criteria

Sl. No.	Particulars	Max marks	Criteria	Mark Distribution	Supporting Document
	2	3	4	5	6
1	No. of operating years of imparting coaching class on the same program	10	≥ 3 years and < 5	5	Registration Certificate/Trade License
			≥ 5 years and < 7	7	
			≥ 7 years	10	
2	No. of trainings/coaching conducted which are sponsored by Govt./PSU sector in last 10 years	10	≥ 1 and < 5 trainings	5	Work Order/ MoU for conducting training & Annexure-IV
			≥ 5 and < 10 trainings	7	
			More than 10 trainings	10	
3	Total No. of successful students sponsored by Govt. in last 3 years.	30	1-20 success students	10	Work Order/MoU issued by Tribal Welfare Department, Govt of Tripura. & Annexure-V
			21-40 success students	15	
			41-60 success students	20	
			More than 60 success students	30	
4.	Teaching Experience of best 5 faculty members.	20	Teaching Experience of ≤ 3 years	10	CV of teaching Staff
			Teaching Experience of > 3 years and ≤ 5 years	15	
			Teaching Experience of > 5 years	20	
5.	Assessment test per month	10	1 assessment test	2	Performance of current enrolled students.
			2 assessment test	5	
			3 assessment test	7	
			4 assessment test	10	
6	Basic infrastructure facility for accommodation for students (boys & girls separately)	20	For class rooms, for kitchen & dining rooms and study room/Teaching room	20	
		100		100	