



Dr. Babasaheb Ambedkar Research and Training Institute (BARTI)

**An Autonomous Institute of Govt. of Maharashtra in the
Department of Social Justice & Special Assistance**

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<http://barti.maharashtra.gov.in>

Selection of coaching institute to provide coaching for MPSC (State service Examination) Examination



DR. BABASAHEB AMBEDKAR RESEARCH & TRAINING INSTITUTE (BARTI), PUNE

(An Autonomous Institute of the Dept. of Social Justice and Special Assistance, Govt. of Maharashtra)

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Outward no/Scheme Dept/MPSC/2022-23/

Date /08/2023

REQUEST FOR PROPOSAL (RFP) FOR EMPANELMENT OF COACHING INSTITUTES, TO PROVIDE COACHING FOR MPSC (STATE SERVICES) EXAMINATION

Request for Proposal (RFP) for the eligible Coaching Institutes registered and located in Nagpur, Maharashtra and specialized in Coaching for MPSC (State Services) Examination and having proven track record and experience, for empanelment of coaching institutes for providing coaching to the candidates to be sponsored by Dr. Babasaheb Ambedkar Research and Training Institute", Pune, (here in after referred to as BARTI), for **MPSC (State Services) Examination**.

Interested coaching institute having excellent track record and adequate resources can submit their Technical Bid & Commercial Bid online on website <https://mahatenders.gov.in> ONLY.

Name of the Service	Tender Fee	EMD
Providing Coaching to the candidates to be sponsored by BARTI, for MPSC (State service) Examination at Nagpur, Maharashtra	Rs. 15,000/-	Rs.2,25,000/-

- The institute shall be selected based on the selection criteria decided by the BARTI, Pune as mentioned in the Bid Document.
- Joint Venture / Consortium is not permitted.
- The Bid documents are available on website <https://mahatenders.gov.in>
- The interested bidders will have to register and enroll on website <https://mahatenders.gov.in> to participate in the bidprocess.
- The interested bidders will have to submit all the required documents by online submission only.
- Non-Refundable Tender fee of Rs. 15,000/- is required to be deposited online through Credit / Debit Card / Net Banking.
- The EMD of Rs. 2,25,000/- is required to be deposited online through Credit / Debit Card / Net Banking.
- Interested Institutes / bidders shall submit their bid on or before **09/10/2023, 12:00 AM**
- The advertisement is also available on BARTI website <https://barti.in> for information only.
- Right to reject any or all the Bids is reserved by The Director General, BARTI, Pune

**Head of Department,
BARTI, Pune**

Section-1: About Dr. Babasaheb Ambedkar Research & Training Institute (BARTI), Pune.

To realize the vision of the architect of the Constitution of India, Dr. Babasaheb Ambedkar; To achieve the objectives enshrined in the Constitution of India viz. Justice, Liberty, Equality, Fraternity among the peoples of our nation; To uplift the disadvantaged sections of the society, from the vortex of blind faith, superstition, communal hatred, caste bias, To obliterate disparity based on sects or gender and develop brotherhood, Scientific temperament and Communal harmony, the Government of Maharashtra in Cultural Affairs, Sports & Tourism Department, vide No. UTA, 1078 / D-XXV dated 22nd December, 1978 established "Dr. Babasaheb Ambedkar Samata Vichar Peeth". This Samta Peeth started functioning on 12th March 1979 from the premises of Mahatma Phule Backward Classes Development Corporation Ltd, Mumbai. By Govt. order, Dr. Babasaheb Ambedkar Samata Vichar Peeth was relocated to Pune at the present address- 28, Queens Garden, Pune, on 11th February 1987. The said organization, subsequently, became autonomous, under its present name- Dr. Babasaheb Ambedkar Research & Training Institute (BARTI), Pune, the Department of Social Justice and Special Assistance, Govt. of Maharashtra in the year 2008. This Institute is committed to the cause of equality and social justice through scientific research, evaluation of schemes meant for socially disadvantaged sections, policy advocacy, training, skills development etc.

Vide Govt. of Maharashtra, Social Justice and Special Assistance Department Resolution No. AaPraSa- 2005/ Case No. 383/ MAVAKA dated 30.4.2008, approval has been granted for registration under the Indian Society Registration Act, 1860 and Indian Public Trusts Act, 1950 to Dr. Babasaheb Ambedkar Research & Training Institute, Pune, and thus, the name of the society came to be known as Dr. Babasaheb Ambedkar Research & Training Institute, (BARTI), Pune, having its registered office at 28, Queens Garden, Near Old Circuit House, Pune – 411 001.

Objective of BARTI

- To provide an opportunity for SC youths from Maharashtra in various sectors, to work or to start their own microenterprises with great results and building success stories.
- To train the under privileged, unemployed, unskilled, semi-skilled trainee from the SC community and to make them skilled and employable.
- To develop & maintain Samata Vichar in society & do research in various spheres of "Equity & Social Justice"
- Implementation of different schemes, projects and activities for furthering the ideology and to spread the thoughts of Dr. Babasaheb Ambedkar.
- Facilitate hassle-free arrangement to provide Caste Validity certificate through online Caste Certificate Verification Information System for citizen of Maharashtra state.
- To do Scanning, Digitization, Indexing, Archiving & Searching of Caste Validity certificates with their supporting documents for old caste validity cases
- To promote in all areas concerned to Social Justice, Equity, and help the Government to formulate and modify the schemes and policies
- To improve brotherhood amongst the various sections of society & establish nation hood integration
- To undertake & provide for the publication of books, journals, periodicals & research papers in furtherance of the avowed object.
- To conduct Interdepartmental trainings

- To spread the good thoughts & social message from the cultural activities
- To spread awareness about government policies & acts to SC community by conducting various program
- To compile authentic data for the development of SCs through research and to promote research through fellowship, collaboration, conferences, seminars and workshops.
- To appeal to collect funds for social activities

Section-2: Invitation for Request for Proposal (RFP)

Dr. Babasaheb Ambedkar Research and Training Institute", **Pune**, here in after referred to as BARTI, Pune, invites Request for Proposal (RFP) (in **two bid system - Technical Bid & Commercial Bid**) from the eligible Coaching Institutes registered and located in Maharashtra and specialized in Coaching for MPSC (State Service) Examination and having proven track record and experience, for empanelment of coaching institutes for providing coaching to the candidates to be sponsored by Dr. Babasaheb Ambedkar **Research and Training Institute", Pune for Coaching MPSC (State Service) Examination.**

Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

The complete bid document is available on the website **<https://mahatenders.gov.in>** for the purpose of downloading. The downloaded bid document shall be considered valid for participation in the electronic bidding process (e-Tendering) subject to the submission of required tender/ bid document fee and EMD.

To participate in online bidding process, Bidders must procure a Digital Signature Certificate (Class - III) as per Information Technology Act-2000 using which they can digitally sign and encrypt their electronic bids.

Section-3: Key Events & Dates

1. Key Events and Dates

Sr. No.	Event	Date & Time
1	Publish Date	25/09/2023, 18:55 PM
2	Document Download / Sale Start Date	25/09/2023, 18:55PM
3	Bid Submission Start Date	25/09/2023, 18:55 PM
4	Bid Submission End Date	09/10/2023, 12:00 AM
5	Technical Bid Opening	10/10/2023, 17:00 PM
6	Commercial Bid Opening	To be intimated later

2. Other Important Information Related to Bid

Sr. No.	Item	Description
1	Earnest Money Deposit (EMD) (To be paid online)	Rs. 2,25,000 /- (Rs. Two Lakh Twenty-Five Thousand only).
2	Tender Fee – (To be paid online)	Rs. 15,000 /- (Rs. Fifteen thousand only).
3	Bid Validity Period	One-hundred-and-twenty (120) days from the date of Submission of Bid.
4	Email Id for bidders needs to send their queries	dg@barti.in/ it@barti.in

Section- 4: Instructions to Bidders

1. Purpose of inviting Request for Proposal (RFP)

Purpose of this RFP is to empanel reputed coaching institutes located in Nagpur, Maharashtra, for providing coaching to the candidates to be sponsored by BARTI, Pune for MPSC (State service) Examination. The coaching institute should be specialized in Coaching for MPSC (State Service) Examination and having proven track record and experience. The proposed coaching institute should serve as a platform (both online and offline) to provide quality coaching to the candidates to besponsored by BARTI, Pune

2. Bid Process

The Bidder has to submit a bid on line **in two envelope systems**, one containing **Technical Bid** and other the **Commercial Bid** for “**Empanelment of coaching institutes to provide coaching for MPSC (State Service) Examination**”.

3. Tender Fee (Non-Refundable)

The bidders are requested to deposit the Tender fee of **Rs. 15, 000/-** online through Credit Card / Debit Card/ Internet Banking. Proof of the same should be attached with the Technical Bid. It is to be noted that the Tender Fee is non- refundable.

4. Payment through online mode only: Bidder should note that payment of Tender fee and EMD has to be made only by online mode. Payment by cheque, DD, etc. is not accepted.

5. Earnest Money Deposit

The Earnest Money Deposit (EMD) of **Rs. 2,25,000/-** is required to be deposited online through Credit / Debit Card / Net Banking. Proof of the same should be attached with the Technical Bid. Realization of NEFT / RTGS payment takes 2 to 24 hours, so it is advised to make sure that NEFT / RTGS payment activity should be completed well before time.

- a) The EMD shall be denominated in Indian Rupees only.
- b) No interest will be payable to the bidder on the amount of the EMD.
- c) Bids submitted without adequate EMD will be liable for rejection.
- d) The EMD of unsuccessful bidders will be refunded after completion of Bid process and empanelment of Coaching Institute
- e) EMD of Successful bidder will be returned after depositing 3% Performance Bank

Guarantee of the total contract value in the form of Bank Guarantee / DD.

- f) EMD shall be non-transferable.

g) The EMD may be forfeited:

- If a Bidder withdraws, his bid or revises/ increases his quoted prices during the period of bid validity or its extended period, if any.
- If successful bidder fails to sign the Contract within time specified by BARTI.
- If during the bid process, a bidder indulges in deliberate act that would jeopardize or unnecessarily delay the process of bid evaluation and finalization. The decision of the BARTI regarding forfeiture of the EMD shall be final and binding upon bidders.

6. Security Deposit (SD):

3% Security Deposit/ Performance Bank Guarantee of the total contract value in the form of DD/ Bank Guarantee shall be submitted by successful bidder. This shall be retained by BARTI till the end of the contract and shall be released after the successful completion of coaching as per contract.

7. Transfer of Bid

The Bid / RFP Document are not transferable. The bidder who purchases the Bid document and submits the Bid shall be the same.

8. Consortium and Joint Ventures

Bids of joint venture / consortium / subcontracting will not be accepted.

9. Preparation of Proposal and Completeness of Response

a) Bidders are advised to study all instructions, forms, terms & conditions, guidelines, requirements and other information in the Bid documents carefully. Submission of bid shall be deemed to have been done after careful study and examination of the Bid document with full understanding of its implications.

b) The response to this RFP should be full and complete in all respects. Failure to furnish all information required by the RFP document or submission of a proposal not substantially responsive to the RFP document will be at the Bidder's risk and may result in rejection of their Proposal.

c) The Proposal shall be signed by the Agency or duly authorized person (s) to bind the Agency to the Work Order. The letter of authorization shall be indicated by written power of attorney and shall accompany the Proposal.

d) No Agency is allowed to modify, substitute, or withdraw the Proposal after its submission.

10. Place of opening of RFP

The RFP will be opened online in the Office of Dr. Babasaheb Ambedkar Research & Training Institute (BARTI), 28, Queens Garden, Near Old Circuit House, Pune – 411 001. on the scheduled dates.

11. Bid Preparation Costs

The bidder shall submit the bid at their own cost and BARTI shall not be held responsible for any cost incurred by the bidder. Submission of a bid does not entitle the bidder to claim any cost and rights over BARTI and BARTI shall be at liberty to cancel or modify any or all bids without giving any reason thereof.

All materials submitted by the bidder shall be the absolute property of BARTI and no copyright/patent etc. shall be entertained by BARTI.

12. Amendment of RFP Document

a) If BARTI deems it appropriate to revise any part of this RFP or to issue additional data to clarify an interpretation of provisions of this RFP, it may issue supplements to this RFP. Any such corrigendum shall be deemed to be incorporated by this reference into this RFP document.

b) All the amendments made in the document would be published on the website of <https://mahatenders.gov.in> or and also on BARTI website <https://barti.in/> and shall be part of this document.

c) The bidders are advised to visit the aforementioned website on regular basis for checking latest updates of this RFP document. BARTI also reserves the rights to amend the dates mentioned in this RFP for successful bid process.

13. Pre-Bid Meeting

- a) Pre-Bid meeting is open to all prospective bidders (Coaching Institute).
- b) If the agencies (Coaching Institute) who have purchased tender document have any query regarding the scope of work or terms and condition of this work, they are free to submit their queries in writing, addressed to the Dr. Babasaheb Ambedkar & Training Institute (BARTI), Pune on or before the date of pre-bid meeting.
- c) The Pre- Bid meeting will be held on scheduled date & time at below address, Dr. Babasaheb Ambedkar Research & Training Institute (BARTI), 28, Queens Garden, Near Old Circuit House, Pune – 411001.

14. BARTI's right to Clarifications & Amendments of Tender Document

During the process of submission or evaluation of Proposals:

a) Director General, BARTI, may, at its discretion, ask Agency (Coaching Institute) for clarifications about its proposal. The Agency is required to respond within the prescribed time frame.

b) Director General, BARTI, may for any reason, modify the Tender Document from time to time. The amendment (s) to the Tender Document would be clearly spelt out and the Agency may be asked to amend its proposal due to such amendments.

BARTI reserves the right to amend/edit/add delete any clause of this Tender Document. However, this will be informed to all and will become part of the bid.

15. Termination of the tender process.

Director General, BARTI, may terminate the Tender process at any time and without assigning any reason Thereof. **BARTI** shall not be held responsible for any cost incurred by the bidder in bid preparation.

16. Language of Bid

This bid / proposal and all associated correspondence should be submitted in English language only and shall conform to prescribed formats. Any interlineations, erasures or over writings shall be valid only if they are initialed by the authorized person signing the Proposal.

If any supporting documents submitted are originally in Marathi or Hindi language than that will be accepted as it is.

17. Bid Submission Format

The entire proposal shall be submitted strictly as per the format specified in this bid document. Bids with deviation from this format are liable for rejection.

18. Submission of Bids

The bidder should submit the Bid online, which shall comprise of the following two envelopes (Two envelope systems shall be followed for the bid):

- A. Technical Bid (Proposal). Including relevant credentials and supporting documents
- B. Commercial Bid (Proposal).

19. Technical Bid

The **Technical Bid** should consist of all details, save and except the price as per **Annexure- I. Technical Bid** and be clearly super scribed as “**Technical Bid for Empanelment of coaching institutes to provide coaching for MPSC (State Service) Examination**”,

a) Mandatory Documents to be uploaded with Technical Bid (Envelope No.1)

1. Technical Bid Form (Annexure- I)
2. Copy of valid Registration Certificate of Institution under Indian Company Act or Indian Partnership Act or whichever applicable should be submitted.
3. GST Registration Certificate
4. PAN Card Copy

5. Coaching institution shall be a registered Institution under Indian Company Act or Indian Partnership Act or any other relevant Act in India. Proof of registration should be submitted.
6. Coaching Institution shall be located in Nagpur, Maharashtra
7. Coaching Institution should have a minimum 5 years (From the date of registration) experience in providing Coaching for MPSC (State Service) Examination.
8. Income tax returns for last 3 financial years (FY 2019-20, 20-21, 21-22).
9. Profit & Loss A/C / Income and Expenditure Statement and Balance Sheet for previous last 3 financial years (FY 2019-20, 20-21, 21-22) with audit report by a Chartered Accountant
10. Minimum Average financial turnover of the coaching Institute should be at least Rs. 35 Lakh. Attach CA Turnover Certificate.
11. Coaching Institute must have minimum 2500 square feet built-up area with all the facilities. Supportive document of built-up area of the Institute to be submitted is Lease and License copy for rented accommodation and property tax bill for own building.
12. Coaching Institute should have facility of providing offline/online coaching for MPSC (State Service) Examination and currently must be providing offline coaching for MPSC (State Service) Examination. Coaching Institution, should have well equipped audio-visual classroom for online/offline lectures. Attach Geo- tagging Photographs of Coaching Centre, Classrooms, Infrastructure Facility and Audio-Visual room with longitude & latitude of the coaching Institute.
13. Minimum 25 Candidates of the Coaching Institute must have got selected in MPSC Examination in last 5 years. Details of selected candidates along with their name, roll number, year in which coaching taken, Subject for which coaching taken, admission form, year of passing MPSC Examination along with roll number to be submitted.
14. The Coaching Institute should not have been black listed by any Government agency / Department / Autonomous Institute of any state Government and Central Government.
15. Partners/Director/ Governing member of the Coaching Institute should not be having any criminal case against them.
16. Undertaking / Declaration as per annexure -III
17. Self-declaration for not black listed by any Government agency / Department / Autonomous Institute of any state Government and Central Government. (Annexure-V)
18. Self-declaration for not having criminal case against any Governing member / Partner / Director (Annexure-VI).

Note: The Commercial Bid will be opened only after the opening and scrutiny of the Technical Bid and physical verification of coaching institute. The Commercial Bids of only those Bidders will be opened whose Technical Bid score is 70% and above and also qualify in spot physical verification of coaching institute.

20. Commercial Bid:

The Commercial Bid will contain only the Commercial Bid as per **Annexure -II**, duly filled in and signed and must be clearly super scribed as **“Commercial Bid for Empanelment of coaching institutes to provide coaching for MPSC (State Service) Examination.**

21. Disqualification:

The bidder should ensure that all the required documents, as mentioned in this RFP / bidding document, are

submitted along with the bid. Non submission of the required documents may lead to the rejections of the bid submitted by the bidder. Besides other conditions and terms highlighted in the tender document, bids may be rejected / disqualified under following circumstances:

- In case the Bidder fails to meet the bidding requirements as indicated in this Bid/RFP or not submitted in accordance with the procedure and formats prescribed in this document.
- During validity of the Bid, or its extended period, if any, the Bidder increases his quoted price.
- Incomplete Bid or failure to furnish all information required as per tender document and failure to furnish proofs for information provided.
- Bid is received after due date and time.
- Bid is not accompanied by all the requisite documents.
- Bids submitted without or with improper EMD or Tender Fee
- Bids without signature of person (s) duly authorized on require pages of the bid.
- Bids without power of authorization and any other document consisting of adequate proof of the ability of the signatory to bind the Bidder.
- If the information provided by the Bidder is found to be incorrect / misleading at any stage / time during the Tendering Process.
- Technical Bid containing commercial details or revelation of prices in any form or by any reason before opening the commercial Bid.
- Commercial Bids that do not conform to the Tender's Commercial Bid format (Annexure-II).
- The Bidder not confirming to unconditional acceptance of full responsibility of providing services in accordance with the Agreements of this tender.
- If the bid does not conform to the timelines indicated in the bid.
- If the purchaser of the bid (i.e., who pay Tender Fee and EMD) and submitter of the bid is different.
- Any effort on the part of a Bidder to influence the bid evaluation, bid comparison or contract award decisions by unlawful/corrupt/fraudulent means at any point of time during the Bid process.
- Bidder fails to enter into a Contract within 10 Days of the date of issue of Letter of empanelment / award of contract or within such extended period, as may be specified by BARTI
- While evaluating the Proposals, if it comes to the knowledge of BARTI 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 RFP floated by the BARTI.
- Bidder doesn't agree to the Terms and Conditions of the Bid.

22. Opening of Bid

- a) **Envelope No. 1** containing the **Technical Bid (Technical Proposal)** shall be opened online in the head office of BARTI, Pune in the presence of the bidder/ representatives of bidder who choose to attend the opening of bids.
- b) **Envelope No. 2** containing **Commercial Bid (Commercial Proposal)** of the bidders, who have been qualified in the Technical Bid, shall only be opened, in the head office of BARTI, Pune in the presence of the bidder/ representatives of bidder who choose to attend.
- c) Tenders will be opened on or after scheduled time specified in the tender notice in presence of the bidder who may choose to be present.
- d) Tenders will be opened by Tender Committee / Bid Evaluation Committee formed by Director General BARTI.
- e) Initially the payment of Tender Fee and EMD will be verified, if it is correctly paid then only the opening of technical bid will be done and evaluation of technical bid will be carried out.
- f) Commercial Bid will be opened only after the opening and scrutiny of the Technical Bid. The Commercial Bids of only those Bidders will be opened who full fills the qualifying criteria and qualifies in Technical Bid Evaluation

23. Evaluation of Technical and Commercial Bid:

Bid Evaluation Committee formed by Director General, BARTI will evaluate the Technical and Commercial Bid and submit its recommendation to Director General, BARTI. Decision of the Director General, BARTI would be final and binding upon all the Bidders.

A. Evaluation of Technical Bid (Proposal)

The evaluation of the **Technical Bid** will be carried out in the following manner:

- i. The Bidder's Technical Bid will be evaluated as per the requirements and evaluation criteria as mentioned in this Bid document. The Bidders are required to submit all required documentation in support of the evaluation criteria.
- ii. At any time during the Bid evaluation process, the Bid Evaluation Committee may seek written clarifications from the Bidders. The Committee may seek inputs from their professional and technical experts in the evaluation process.
- iii. Director General, BARTI may, at his discretion, call for additional information from the Agency/Bidder. Such information has to be supplied within the set-out time-frame, otherwise the Bid Evaluation Committee shall make its own reasonable assumptions at the total risk and cost of the agency/bidder and the Proposal is liable to be rejected. Seeking additional information or clarifications cannot be treated as acceptance of the proposal.

- iv. For verification of information submitted by the agency, the Bid Evaluation Committee may visit agency's/ bidders' offices at its own cost. The agency shall provide all the necessary documents, samples and reference information as desired by the Committee. The Agency shall also assist the Committee in getting relevant information from the Agency references, if desired.
- v. The Committee reserves the right to do a reference check of the past experience stated by the Bidder. Any feedback received during the reference check shall be taken into account during the technical evaluation process.
- vi. The Commercial Bid will be opened only after the opening and scrutiny of the Technical Bid. The Commercial Bids of only those Bidders will be opened whose Technical Bids are qualified. i.e., only technically qualified Proposals / Bids shall be considered for financial bid Opening.
- vii. The Technical Evaluation shall be based on the parameters and weightages as mentioned in the Table below.

23.A.1 Technical Evaluation Criteria:

Sr No	Criteria	Supporting Documents	Description	Maximum Marks
1	Previous year's Results of the Institute	List of successful candidates since last 5 years along with their full details and Roll Numbers, Subject for which coaching taken, admission form, year of passing MPSC Examination	Total number of successful candidates in the MPSC Examination Final Result in last 5 years: a) Minimum 25 candidate- 10 marks b) 26 to 50 candidate - 15marks c) 51 to 100 candidates – 20 marks d) More than 100 Candidates - 25 marks	25 marks
2	Quality of study material l Provided	Set of booklets/ study material / Books provided by the Coaching Institute to the students.	a) Study materials, Note– 03 marks b) Study materials/notes/Multiple Choice Questions set and other material - 05 marks	5 Marks
3	Well equipped, adequate audio-visual classroom	Photos of audio-visual facility and live streaming facility. Attach Geo-tagging Photographs of Coaching Centre	a) Audio and sound facility 02 marks b) Video lecture facility-02 marks c) Live streaming- 1 marks	5 Marks
4	Number of lecturers	List of lecturers with their qualification and subject the teaching:	a) Number of lecturers minimum 5 -05 marks b) Number of lecturers minimum 8 – 08 marks c) Number of lecturers more than 9 -10 marks	10 Marks
5	Experience of lecturers (Faculty) for coaching of MPSC (State Service) Examination	Bio-data of lecturers (Faculty) with number of years of experience of coaching for MPSC Examination.	a) At least 5 lecturers having experience more than 5 years- 05marks b) At least 5 lecturers having experience more than 7 years-07 marks c) At least 5 lecturers having experience more than 10 years-10 marks	10 Marks
6	Financial Turnover of the Institute	a) Audited Financial statement/s b) Income Tax Return (ITR)/s	a) Average Financial Turnover of the institute is at-least Rs.35 Lakh to Rs. 50 Lakh in last 3 financial years-05 marks b) Average Financial Turnover of the institute morethanRs.50 Lakh sin last 3 financial years -09 marks	9 Marks
7	Essential Facilities and building area of MPSC (State Service) Coaching Institute	Building area Lease / Rent agreement copy for rented accommodation and Index II, Electricity Bill within last 3 Months, property tax bill for own building to support th Coaching I	a. Minimum 2500 sq. ft. of carpet area 01 marks b. More than 2500 sq. ft. of carpet area 03 marks	23 Marks

		Training hall Attach Geo- tagging Photographs of Infrastructure Facility	a. 4 Halls with minimum 500 sq. ft. of carpet area Seating capacity of minimum 200 candidates - 05 marks b. 4 Halls with More than 500 sq. ft. of carpet area Seating capacity More than 200 candidates 07 marks	
		Library Photographs of Coaching Centre / Invoices for Book purchase with list of Books	a. Competitive Exam books set minimum 300 books 02 Marks b. More than 300 books, minimum newspaper, Competitive Exam journals 03 marks	
		Facilities	a. Projector/ Digital interactive board and Wi-fi service in training room 2 Marks b. Mobile application 2 Mark c. Website 1 Marks	
8	Institution from Scheduled caste	To submit documents that the institution belongs to Scheduled caste E.g – 1. Caste certificate of President, Secretary, members etc.	If institute belongs to Scheduled caste – 5 Marks	5 Marks
9	Attendance Management System	Aadhaar base Biometric attendance system	Availability of Aadhaar based biometric attendance system to monitor regular attendance of candidates attending coaching as well as for various online tests 5 Marks	5 Marks
10	Any Govt/Semi Govt. Organization/ Department/ Autonomous organization/ PSU for providing coaching to sponsored candidate for MPSC (State Service) Examination	Supporting document (Work Order, Selection letter) for having selected by any government organization / department / autonomous organization of the government for providing coaching to sponsored candidate for MPSC (State Service) Examination.	a. Selected by at least one Govt. Organization/Department/Autonomous organization for I providing coaching to sponsored candidate for MPSC (State Service) Examination - 01 marks b. Selected by at least two Govt. Organization/ Department / Autonomous organization for providing coaching to sponsored candidate for MPSC (State Service) Examination. 02 Marks c. Selected by at least three Govt. Organization / Department / Autonomous organization for / providing coaching to sponsored candidate for MPSC (State Service) Examination. - 03 Marks	3 marks
			Total	100 Marks

ers who have secured a minimum of 70 Marks in the Technical Evaluation shall be eligible for opening of financial proposal. The Financial Proposals of Bidders who do not qualify technically shall be kept unopened in the e-Tendering system. BARTI, Pune reserves the right to accept or reject any or all bids without giving any reasons thereof.

FINANCIAL BID

A break-up amount to be quoted by the coaching institute as per the Performa in Annexure II of RFP Document.

Selection Method: Quality Cost Based System (QCBS)

The Bidder criteria for awarding the contract will be calculated based on the QCBS methodology. The weightage of Technical Score to Financial Score would be in the ratio of 80: 20. Kindly refer the illustration below for understanding of the evaluation process.

ILLUSTRATION

The following is the procedure for evaluation for the award of tender:
The technical and financial scores secured by each bidder will be added with weight of 80:20 respectively and a Cumulative Bid Score arrived at, using the formula:

$$CS = (TS * 0.8) + (FS * 0.2)$$

Where

CTFS is Combined Technical and Financial Score;
TS = Technical bid Score;
FS = Financial bid Score

The bidder with highest Combined Technical and Financial Score (CTFS) will be the successful bidder and be eligible to become the service provider

Stage 1: Technical Bid Evaluation (TS)

Bidder Details	Technical Marks obtained	Technical Score (X) = [Technical Marks gained by Respective Bidder / Higher Technical Marks secured by Bidder) X 100	Applying weightage of 80% to the TS (X)
Bidder 1	95	$X = [95/95] \times 100 = 100.00$	$100 * 0.8 = 76.00$
Bidder 2	87	$X = [87/95] \times 100 = 91.58$	$91.58 * 0.8 = 73.26$
Bidder 3	68	$X = [68/95] \times 100 = 71.58$	Will not be assessed
Bidder 4	79	$X = [79/95] \times 100 = 83.16$	$83.16 * 0.8 = 66.53$

* Since the eligible Technical Score should be 70 and above Bidder 3 is rejected

Stage 2: Conversion of Financial Bid Amount to Score (FS)

Bidder Details	Financial Bid Amount	Financial Score= (LFB/F*100)	Financial Score after applying 20% weightage (FS * 0.2)
Bidder 1	150000	$110000/150000 * 100 = 73.33$	$73.33 * 0.20 = 14.66$

	130000	$110000/130000 * 100 = 84.61$	$84.61 * 0.20 = 16.92$
Bidder 4	110000	$110000/110000 * 100 = 100$	$100 * 0.20 = 20.00$

LFB – Lowest Financial Bid F – Quoted Amount

Stage 3: Combined Technical and Financial Score (CTFS) with weightage of TS: FS as 80:20

Bidder Details	Technical Score after applying 80% weightage	Financial Score after applying 20% weightage	CTFS = TS+FS
Bidder 1	76.00	14.66	94.66 (H1)
Bidder 2	73.26	16.92	90.18 (H2)
Bidder 4	66.53	20.00	86.53 (H3)

***Contract would be awarded to Bidder 1**

C. Composite Score of the Bidders

Composite score of the Bidders for the Bid shall be worked out as under:

Bidder	Technical Score (X)	Financial Score (Y)	Weighted Technical Score (80% of X)	Weighted Financial Score (20% of Y)	Composite Score (F=D+E)
A	B	C	D	E	F
1					
2					
3					
4					

Award of contract

Bid Evaluation Committee formed by Commissioner, BARTI will evaluate the Commercial Bid and Technical Bid as stated above, and submit its recommendation to Director General, BARTI. BARTI may empanel one or more eligible Bidder or cancel the Bid on the basis of their composite score and recommendation of the Bid Evaluation Committee. Decision of the Director General, BARTI would be final and binding upon all the Bidders. BARTI will notify the acceptance of Bid to the successful Bidder.

- Only fixed price financial bids indicating total price for all the deliverables and services specified in this bid document will be considered.
- The bid price will exclude all taxes and levies and shall be in Indian Rupees and mentioned separately.
- Any conditional bid would be rejected.
- Errors & Rectification: Arithmetical errors will be rectified on the following basis: "If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the price shall be corrected. If

pancy between words and figures, the amount in words will prevail”.

Signing of Contract

Once BARTI notifies the successful Bidder that its Bid / proposal has been accepted, BARTI shall enter into a separate Agreement, incorporating the conditions of the Bid / RFP and its amendments and any special conditions during negotiations between the BARTI and the successful Bidder. In case the successful Bidder is unable to execute contract within 10 days, BARTI shall forfeit the Earnest Money Deposit (EMD) and cancel its Bid.

Section- 5: General Terms and Conditions

Agency (Coaching Institute) should read these Terms and Conditions carefully and comply strictly while submitting the Proposals

1. Conditional Bid (RFP Proposals) are liable for rejection.
2. Intending bidders can have detailed information from the office of BARTI, Pune during office hours.
3. Agency (Coaching Institute) shall not assign or sublet the Work Order or any part thereof to any other agency, nor can the agency have arrangement with other company for bidding purpose. Joint venture is not permitted. If the Coaching Institutions are found to have sublet the contract, the contract will be terminated at the risk and cost of the Coaching Institutions concerned.
4. Coaching Institution, should be providing coaching as per revised syllabus (GS+ Optional) of MPSC (State Service) Prelim and Main Examination including personality test.

5. Validity of Proposal

The following will be considered for the validity of the proposals deemed submitted:

- a. Proposals shall remain valid for a period of 120 days from the date of opening of Proposal.
- b. BARTI reserves the right to reject a proposal valid for a shorter period as non-responsive.
- c. In exceptional circumstances, BARTI may solicit the Agency's consent to an extension of the period of validity. The request and the response thereto shall be made in writing.

6. Rates (Coaching Fee) quoted will be valid up to 120 days from the submission of the bid.

7. Rate (Coaching Fee) shall be written both in words and figures. There should not be errors and /or over- writings and corrections, if any, should be made clearly and initialed with dates. The rates quoted in words will be considered in case of difference in the rates quoted in words and figures.

8. Direct or indirect canvassing on the part of the Agency (Coaching Institute) or his representative will lead to disqualification.

9. If an Agency (Coaching Institute) imposes conditions, which is in addition to or in conflict with the conditions mentioned here in, his Bid is liable to rejection. In any case none of such conditions will be deemed to have been accepted unless specifically mentioned in the letter of acceptance of Bid issued by the Director General, BARTI

10.

The Bid Evaluation Committee formed by Director General, BARTI shall conduct technical evaluation of the bids and will recommend to the Director General, BARTI for empanelment of Coaching Institute.

11. The Selection Committee constituted by Director General, BARTI, reserves the right to reject any or all bids without assigning any reason and accept bid for all or anyone.

12. The Agency (Coaching Institute) shall not use the BARTI logos or BARTI Name, in any way. BARTI will cancel the contract and the coaching fee will not be paid If, it comes to the notice of BARTI, that the Agency (Coaching Institute) is using the Name or Logo of BARTI on

any physical or virtual space, platforms / applications / Webpages /websites / Social

13. Media, WhatsApp and deceiving the public to believe that they are in any way associated with the BARTI. BARTI, may also initiate the prosecution and Blacklist the Coaching Institute.

14. Fraud & Corrupt Practice

It is required that the agency (Coaching Institute) submitting proposal and Agency (Coaching Institute) empaneled through this tender process must observe the highest standards of ethics during the process of selection and during the performance and execution of Coaching Program.

For this purpose, definitions of the terms are set forth as follows:

- a. **"Corrupt Practice"** mean offering, giving, receiving or soliciting of anything of value to influence the action of BARTI or its personnel while executing this work.
- b. **"Fraudulent Practice"** means a misrepresentation of facts, in order to influence a Selection process or the execution of a Work Order, and includes collusive practice among Agency (prior to or after Proposal submission) designed to establish Proposal prices at artificially high or non-competitive levels and to deprive BARTI of the benefits of free and open competition.
- c. **"Unfair trade practice"** means supply of services different from what is ordered on, or change in the Scope of Work.
- d. **"Coercive practice"** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the selection process or execution of the Work Order.

BARTI will reject a proposal even after the award, if it is found that the Agency is engaged in corrupt, fraudulent, unfair or coercive practices.

15. The duration of the Coaching program will be as per agreement between BARTI and the Coaching Institute

14. Coaching will be imparted in online and or offline mode to the candidates sponsored by BARTI, as per agreement b between BARTI and the Coaching Institute.

15. The Director General, BARTI reserves the right to increase or decrease the number of students /candidates to be deputed to the institutions, to ensure Qualitative Coaching.

16. **Selection of the candidates:** The selection of candidates to be sponsored for the Coaching of MPSC (State Service) Examination, will be done by BARTI

17. The empaneled Coaching Institutions shall provide qualitative coaching to the candidates for MPSC (State Service) Examination, deputed by BARTI, Pune.

18. The empaneled Coaching Institutions shall conduct periodic tests and shall inform the result

or the same to the BARTI, as and when the tests are conducted.

19. The empaneled Coaching Institutions shall cover the complete syllabus of MPSC (State Service) Examination as decided by Director General, BARTI. If the coaching is incomplete or not properly imparted, the Coaching Institute will be **blacklisted** and complete fee due will not be paid.

20. The empaneled Coaching Institutions shall allow the candidates to change the batch, if the coaching institute is providing coaching in multiple batches, if the candidate so desire within 10 days of start of the coaching.

21. The empaneled Coaching Institutions shall provide study material (at no extra cost) to the candidates, immediately after admission and further, as and when the study materials are given to other candidates taking coaching in the institute.

22. The selected Institutions shall enter into a contract agreement on a non-judicial stamp paper of Rs 500, with terms and conditions as per the format specified by The Director General, BARTI, Pune within 10 days from the receipt of written communication of letter of empanelment to this effect, failing which the EMD will be forfeited and the Institution will be removed from the empaneled list of institutes.

23. Payment Terms:

a). Coaching fee will be paid in three installments;

Coaching fee will be paid in five installments as per below;

1. First installment - Twenty percent (20%) of the total basic value will be paid on signing of contract/agreement/MOU.
2. Second installment - Twenty percent (20%) of the total basic value will be paid after the completion of first quarter of coaching.
3. Third installment - Twenty percent (20%) of the total basic value will be paid after the completion of second quarter of coaching.
4. Fourth installment - Twenty percent (20%) of the total basic value will be paid after the completion of third quarter of coaching.
5. Fourth installment - Twenty percent (20%) of the total basic value will be paid after the completion of fourth quarter of coaching.

Note –

1. Payment of Coaching Fee shall be made after deducting all statutory deductions in lieu of the taxes levied by the state government, central government and other authorities.
2. BARTI is not liable to pay any kind of interest on delayed payment.
3. The coaching institutes should submit their requisition / bill for each installment, in duplicate with the list of candidates and attendance. The payments shall be made within 30 days of receipt of invoice. If, due to any reasons, payment delayed, no interest is payable.

24. BARTI, Pune reserves the rights of overall monitoring of the training program.

25. The coaching institutes should submit their bill for each installment, in duplicate with

ment of candidates and attendance. The payments shall be made within 30 days of receipt of invoice. If, due to any reasons, payment delayed, no interest is payable.

26. The contract is for a period of one year or up to the completion of syllabus of MPSC (State Service) Examination, whichever is later. On completion of coaching, the institute will have to submit following reports to BARTI, Pune.

- Course Completion Report
- Results of Test conducted by the Coaching Institute
- Attendance of the candidates sponsored by BARTI.

27. The Director General, BARTI, Pune including the authorized Officers of the BARTI shall have the power to issue notices in writing and to instruct/direct the Institutions to make alterations/variations in the assigned Coaching / Test Plan.

28. Failure to abide by the Agreement:

The conditions stipulated in the agreement shall be strictly adhered to and violation of any of the conditions will entail termination of the contract without prejudice to the rights of the BARTI with such penalties as specified in the Bidding document and the Agreement.

29. Confidentiality of the Document

- a. Successful bidder will come into possession of confidential information hence, they should maintain highest level of secrecy, confidentiality and privacy with regard thereto
- b. Successful bidder shall keep confidential all the details and information regarding the systems, operations, management, facilities, details of trainee, personal information of trainee, documents collected from BARTI, documents collected from trainee, etc., during implementation or after completion of the contract Period.
- c. Information relating to the examination, clarification, evaluation and recommendation for the Bidders shall not be disclosed to any person who is not officially concerned with the process or is not a trained professional advisor advising BARTI in relation to, or matters arising out of, or concerning the Empanelment Process.
- d. The successful bidder shall ensure that all its employees execute non-disclosure agreement with respect to this contract of providing coaching for preparation MPSC (State Service) Examination.
- e. BARTI will treat all information, submitted as part of the RFP, in confidence and will require all those who have access to such material to treat the same in confidence. BARTI may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/or BARTI.

30. Termination of Contract and withholding of payment:

- I. If the Agency (Coaching Institute) fails to perform as per the terms and conditions of this bid document and or as per the agreement between BARTI and the Coaching Institute, The Director General, BARTI by giving a written notice to the Coaching institute, may withhold payments to Agency (Coaching Institute), provided that the notice shall specify the nature of failure and request the Agency to remedy such failure within 8 working days.

- II. Director General, BARTI may give a notice in writing to the Agency (Coaching Institute) of not less than 15 days to terminate contract of the Agency. The Agency (Coaching Institute) will have right to represent for withdrawal of notice to the Director General, BARTI
- III. Notice of Termination by BARTI, may be served for one or more of the following reasons or any other reason as the Director General, BARTI may think fit.
- IV. The Agency (Coaching Institute) fails to remedy bad performance within the period specified in the notice of suspension/ termination or the period as may be extended.
- V. The Agency becomes insolvent or bankrupt or goes into liquidation whether compulsory or voluntary.
- VI. As a result of „Force Majeure“, the Agency is unable to perform its obligations under this contract for 30 days or more.

c) Notice of Termination by Agency (Coaching Institute):

- I. Agency may give a notice of not less than 45 days to BARTI to terminate his contract for any of the following reason/s. BARTI will have right to represent its case and request for withdrawal of notice.
- II. If BARTI fails to pay any money due to the Agency in pursuant to this contract.
- III. If BARTI is in material breach of its obligations pursuant to this contract and has not remedied the same within 45 days (or extended period as the Agency may have approved) of the notice.
- IV. If as a result of „Force Majeure“, BARTI is unable to perform services for 90 or more days.

d. Payment on Termination: On termination of the contract BARTI shall not pay the dues for which the agency is lawfully entitled.

31. Dispute Resolution through Arbitration:

Any dispute or difference whatsoever arising out of or in connection with this Agreement, including any question regarding its existence, validity, interpretation, application, meaning, scope, operation or effect or termination there, shall be referred to and finally resolved by a Sole Arbitrator, who will be appointed by The Director General, BARTI, PUNE and such proceedings shall be conducted in accordance with the Arbitration and Conciliation Act 1996 for the time being in force or as amended from time to time. The award made in pursuance thereof shall be final and binding on the parties.

In case of any dispute arising out of the terms and conditions of contract or assignment, the matter shall be governed by the laws of India (both substantive and procedural) at that time being in force and shall be subject to exclusive jurisdiction of the District Courts of Pune.

32. Force Majeure:

If, at any time, during the continuance of the agreement, the performance in whole or in part by either party of any obligation under this agreement shall be prevented or delayed by the reason of any war, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restriction, strikes, lock-outs or act of God (hereinafter referred to as “event”), provided notice of happening of any such eventuality is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall be the reason of such event,

be entitled to terminate this agreement nor shall either party have any claim for damages against the other in respect of such nonperformance or delay in performance and deliveries / service under the agreement shall be resumed as soon as practical after such event has come to an end or ceased to exist, and the decision of the BARTI as to whether the service have been so resumed or not shall be final and conclusive.

Provided further that if the performance in whole or part of any obligation under this agreement is prevented or delayed by reason of any such event by a period exceeding 90 days, either party may at its option terminate the agreement. The successful bidder shall not be liable for forfeiture of its Performance Security, liquid date damages, or termination for default if and to the extent that it,s delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. Force Majeure shall not cover the price fluctuation of components/service.

For purposes of this Clause, Force Majeure means an event or situation beyond the control of the successful bidder that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the successful bidder.

If a Force Majeure situation arises, the successful Bidder shall promptly notify BARTI in writing of such condition and the cause thereof. Unless otherwise directed by BARTI in writing, the successful BiddershallcontinuetoperformitsobligationsundertheContractasarasisreasonablypracticalandshall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

Annexure – I

[Agency (Coaching Institute) is required to submit Annexure – 1 on their letterhead, duly stamped and signed by authorized person]

To,

The Director General,
Dr. Babasaheb Ambedkar Research & Training Institute, Pune
28, Queen Garden, Pune 411001, Maharashtra

Subject: Submission of Technical Bid for providing coaching to the candidates to be sponsored by BARTI Pune, for MPSC (State Service) Examination.

Tender Ref ID –

Respected Sir,

I / We hereby offer to submit the Technical Bid for providing coaching to the candidates sponsored by BARTI,Pune for Preparation MPSC (State Service) Examination.

I / We have read, and understood the contents of the Tender/Bid Document and further state that I / We unconditionally accept and abide by the terms & conditions specified therein.

I / We submit the Technical Bid (Proposal) as under:

1.	Name and address of the head office of the Coaching Institute	
2.	Address and contact details of branch office of the Coaching Institute in Maharashtra. Provide details of Branches if they have one or more branches.	
3	a) Name of Managing Director / CEO/ Chairperson / President/ Partner/Director/proprietor	
	b) Name of Secretary	
4	Contact Person's Name and Designation	
	Contact No.	
5	Date of Establishment or incorporation of organization / Coaching Institute as per	

	<p>establishment/ certificate of incorporation / registration of the organization/ Partnership Deed etc.</p> <p>Note:- Certificate of Incorporation / Registration/ partnership deed whichever may be applicable, should be submitted along with Technical Bid</p>										
6	<p>Date of Commencement of Business as per certificate of commencement of business/ Partnership deed or any other relevant document if applicable.</p> <p>Note:- Certificate of commencement of business or any other relevant document as applicable should be submitted along with Technical Bid</p>										
7	a) Whether the Coaching Institute is registered under relevant Act. Such as Company Act, Partnership Act, or any other Act.(Yes/No)										
	b) If Yes, under which act. Coaching Institution is registered (Legal status)										
	c) Specify, whether the Coaching Institute is a Public Limited Company, Private Limited Company, Partnership firm, any Other										
	d) Registration Number										
	e) Date of Registration										
	f) Date of Expiry if any										
8	a) Whether GST payee (Yes / No).										
	b) If Yes, Mention GST number Note: Submit GST Registration Certificate along with Technical Bid.										
9	a) Whether Income tax payee (Yes / No).										
	b) Mention Permanent Account Number (PAN) of the organization or as applicable. Note: Submit Copy of PAN card along with Technical Bid.										
10	Total financial turnover for the last 3 financial years as per in Return and financial sta	<table> <tr> <th>2019-20</th><th>2020-21</th><th>2021-22</th></tr> <tr> <td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td></tr> </table>	2019-20	2020-21	2021-22						
2019-20	2020-21	2021-22									

11 experience of the Coaching Institution for MPSC (State Service) Examination
Note: Period before the date of registration of the organization is not considered

12 Year wise details of successful candidates of the Coaching Institute in the final result of MPSC (State Service) Examination of last 5 years:
Note: List of the candidates, contact number, roll number, Proof of their admission in the institute, subject for which coaching is taken by the candidates, Year of passing MPSC (State Service) Examination should be submitted with technical bid to support the above number.

Sr. No	Name of the candidate who got selected in MPSC Examination	Mobile Number	Year of Coaching	Year of passing MPSC Examination	Roll Number of MPSC Examination

Particulars	2017-18	2018-19	2019-20	2020-21	2021-22
Number of successful candidates of the Coaching Institute in the final result of MPSC Examination					

13 Whether the Coaching Institute has provided/providing Coaching to the candidates sponsored by any state/ central government organization or any autonomous institute of central or state government or any public sector undertaking (Yes / No). If yes furnish following details:

Name of the organization / institute that has sponsored the candidates	State	Category of candidate (SC/ ST / OBC/Minority/ etc)	Total number of candidates sponsored to the coaching institute in last 3 years		
			2019-20	2020-21	2021-22

Note: Empanelment letter and Work order / Agreement should be submitted with Technical Bid to support the above information

14 A. Whether the Coaching Institute is functioning in its own building or in a rented accommodation.
b. Total square feet of building

and other details:

d. Whether adequate Audio and sound facility is available in class room (Yes/No):

e. Whether Online lecture facility is available (Yes/No), If yes provide the website/Link of online lecture:

F. Whether Online Test Series facility is available (Yes/ No), If yes provide the website / Link of online Test Series:

Particulars	Number	Total seating capacity
Classroom		
Audio-visual room		

15

Name of Faculty	Teaching Qualification	Experience (in coaching services) Examination (In years)	For MPSC (State Service) Examination Entrance Subject

Note: List of all the faculty (Visiting / Permanent) with above details should be provided alongwith their Bio data. Faculty should not be in any full-time employment in any College, University, State or Central Govt., private Company.

16

Library facilities:

a) No. of relevant reference books:	
b) No. of journals/magazines:	
c) No. of daily newspapers:	
d) Working hours:	

17

Printed Study Material

Bidder must submit one copy of the following study material on or before the date of opening of technical bid

1. Study materials/booklets/books of the Coaching Institute covering all the topic sin the syllabus of MPSC (State Service) Examination
2. Study materials/ booklets/books covering Multiple Choice Questions as per syllabus of MPSC (State Service) Examination

18

Stability of the institute and

Credibility of the management

- a) Constitution of the institute and Vision and missionstatement should be submitted.
- b) Self-Declaration on the letter head that the instituteis not blacklisted by any of the Govt. /Semi Govt. Organization / Autonomous Institute of Govt. (Annexure – IV)
- c) Self-declaration on the letterhead that none of the Governing member / Partner/Director is having

1st them. (Annexure –V

Candidates of

19	BARTI, the Coaching Institute is willing to provide coaching for the Year 2022-23.	
20	Location for which Bid is submitted (Name of City along with address)	
21	Whether all the documents specified in point 19 (a) and 23-A of section -4 of this tender document is uploaded with technical bid (Yes/No)	
22	Any other details	

Yours faithfully,

Signature of Authorized Representative

Designation

Date

Annexure – II

COMMERCIAL BID (PROPOSAL)

[Bidders should not submit or disclose commercial bid in technical bid. It should be submitted in financial bid in BOQ format on www.mahatenders.gov.in If it is found that the bidder has in any way furnished indications of the price in any documents in technical bid their bid will be summarily rejected.]

To,

The Director General,
Dr. Babasaheb Ambedkar, Research & Training Institute,Pune.
28, Queens Garden, Near Old circuit House,
Pune, 411001, Maharashtra

Subject: Commercial Bid for providing coaching to the candidates to be sponsored by BARTI,
Pune for MPSC (State Service) Examination

Reference: Tender No.....Dated

Respected Sir,

I / We hereby offer to submit the Commercial Bid for providing coaching to the candidates sponsored by BARTI,Pune for MPSC (State Service) Examination.

I / We have read, and understood the contents of the Tender/Bid Document and further state that I / We unconditionally accept and abide by the terms & conditions specified therein.

I / We submit the Commercial Bid (Proposal) as under:

Sr. No.	Subjects	Course fee (Excluding taxes) per candidate of offline classroom coaching for MPSC (State Service) Examination	
		Amount(Rs)	Amount in words(Rs)
1.	Coaching for complete syllabus of MPSC (State Services) Prelims Cum Mains Examination		

Note:

1. Above Course/ Coaching Fee is excluding GST. GST at the applicable rates as may be in force fromtime to time will be in addition to the above Course/ Coaching Fee.
2. Course/ Coaching Fee should be quoted for each of the above courses.
3. The Course/ Coaching Fee quoted above are for 1styear of Coaching.
4. For evaluation purpose the Total Amount excluding Taxes as quoted above shall be taken into Consideration.

Yours faithfully,
Signature of Authorized Representative
Designation
Date

Annexure- III

(Declaration / Undertaking of the Coaching Institution to be submitted along with Technical Bid, on its letter head)

To,

The Director General,
Dr. Babasaheb Ambedkar, Research & Training Institute,Pune.
28, Queens Garden, Near Old circuit House,
Pune, 411001, Maharashtra.

Subject: Tender /Proposal for providing coaching to the candidates to be sponsored by BARTI,
MPSC (State Service) Examination.

Respected Sir,

I/Wedo hereby submit tender/bid for providing Coaching to the candidates to be sponsored by BARTI, Pune for MPSC (State Service) Examination as per the quoted Course / Coaching Fees and in all respects in accordance with the terms and conditions as mentioned in the Bid Document.

1. We have read all the provisions of Tender Document and confirm that these are acceptable to us.
2. We agree to a bid by this Proposal, consisting of this letter, our Technical and Commercial Proposals,the duly notarized written power of attorney, and all attachments, for a period of 120 days from the date fixed for submission of Proposals as stipulated in the Tender Document and modifications if any, and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.
3. We hereby declare that all the information and statements made in this proposal are true and accept that any misrepresentation or misinterpretation contained in it may lead to our disqualification.
4. We understand you are not bound to accept any proposal you receive, not to give reason for rejection of any proposal and that you will not reimburse any expenses incurred by us in bidding.
5. I/We have read the Tender documents and related matters carefully and diligently and that I/We have uploaded the tender having studied, understood and accepted the full implications of the agreement.
6. The requirements of the tender agreement stated herein will be fulfilled by me/us to the satisfactionof the Director, General BARTI, Pune.

7. We have paid the EMD of Rs 2,25,000 and Tender fee of Rs 15,000 and the proof of the same is submitted along with the Technical Proposal.
8. We are aware that Tender fee Of Rs 15,000 is nonrefundable.
9. We are aware that the EMD of Rs 2,25,000 will not bear any interest and the EMD of the successful bidder will be adjusted against Security Deposit. This shall be retained by BARTI till the end of this contract and shall be released on successful completion of coaching during Contract period.
10. If our Bid (Proposal) is accepted, I/We agree to abide by and fulfill all the terms and conditions of the contract.
11. We hereby distinctly and expressly declare and acknowledge that before submission of this tender (Proposal) we have carefully followed the instructions.
12. We distinctly agree that, we would hereafter make no claim or demand upon the Director General, BARTI based upon or arising out of any alleged misunderstanding or misconceptions or mistake on my / our part of the said contract, agreements, stipulations, restrictions and conditions.
13. Any notice required to be served on me / us shall be sufficiently served on me / us by post (registered or ordinary), email or courier or left at my / our address given here in.

I / We fully understand the terms and conditions of the contract to be entered into between me/us and the BARTI, Pune and the written agreement shall be the foundation of the rights of both the parties and the contract shall not be deemed to be complete until an agreement has been signed by me/us and the BARTI, Pune

Yours faithfully,

Signature of Authorized Representative

Designation

Date

Annexure- IV

(Declaration / Undertaking of the Coaching Institution to be submitted along with Technical Bid, on its letter head)

To,

The Director General,
Dr. Babasaheb Ambedkar, Research & Training Institute,Pune.
28, Queens Garden, Near Old circuit House,
Pune, 411001, Maharashtra

Subject: Undertaking / Declaration that, the Coaching Institute is not Blacklisted.

Respected Sir,

I/Wedo hereby submit declaration/ undertaking
that our Coaching Institute (Name) is not Black listed by
any Government agency / Department / Autonomous Institute of any state Government and or Central
Government.

I/We have read the Tender documents and related matters carefully and diligently and that I / We have
uploaded the tender having studied, understood and accepted the full implications of the agreement.

Yours faithfully,

Signature of Authorized Representative

Designation

Date

Annexure- V

(Declaration / Undertaking of the Coaching Institution to be submitted along
with TechnicalBid, on its letter head)

To,

The Director General,
Dr. Babasaheb Ambedkar, Research & Training Institute,Pune.
28, Queens Garden, Near Old circuit House,
Pune, 411001, Maharashtra

Subject: Undertaking/Declaration that, none of the Partner / Director is having
Criminal Case againstthem.

Respected Sir,

I/We do hereby submit declaration/
undertaking that None of the Governing Member, Director, Partner, Managing Director, CEO of our
Coaching Institute (Name)..... is having Criminal Case against
them.

I/We have read the Tender documents and related matters carefully and diligently and that I/We have
uploaded the tender having studied, understood and accepted the full implications of the agreement.

Yours faithfully,

**Signature of Authorized
Representative**

Designation

Date