

Gujarat State Tribal Education Society, Gandhinagar



Document inviting

Expression of Interest (EOI) for Online Coaching Services for NEET, JEE(Mains) and JEE(Advanced) for Students of Schools Across Tribal Areas of Gujarat

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**Gujarat State Tribal Education Society (GSTES),
Gandhinagar.**

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or iMax Global Venture Pvt Ltd

Ashish Asoy
Authorized Signatory

Disclaimer

It is hereby clarified that this Expression of Interest Document (EoI) is a document that solicits responses in the form of Expression of Interest from qualified applicants ("Respondents") as per the terms mentioned therein. The EoIs received from Respondents would be evaluated based on the criteria specified in this document and technically qualified Respondents' financial bids will be opened and L-1 would be awarded the contract.

It is clarified that this EoI document is not an agreement and is not an offer by **Gujarat State Tribal Education Society (GSTES)** to any party hereunder. The purpose of this EoI is to provide the potential Respondents with information to assist in the formulation of its response and application submission.

This EoI document does not purport to contain all the information such Respondents may require. This EoI document may not be appropriate for all persons, and it is not possible for **GSTES** to consider particular needs of each Respondent. Each Respondent should conduct its own investigation and analysis, and should check the accuracy, reliability and completeness of information in this EoI document and obtain independent advice from appropriate sources. **GSTES** and their advisors make no representation or warranty and shall incur no liability financial or otherwise under any law, statute, rules or regulations or otherwise as to the accuracy, reliability or completeness of the EoI document.

GSTES may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this EoI document.

The **GSTES** reserves the right not to proceed with the selection process or to change the process or procedure to be applied. It also reserves the right to decline to discuss the process further with any party submitting a Response or Application. No reimbursement of cost of any type shall be paid to persons, entities submitting a Response or Application.

The **GSTES** shall not be responsible for any costs or expenses incurred by the Respondents in connection with the preparation and delivery of Response, including costs and expenses related to visits to the sites. **GSTES** reserves the rights to cancel, terminate, change or modify this selection process and/or requirements of bidding stated in the EoI, without assigning any reason or providing any notice and without accepting any liability for the same.

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- Application Schedule and Details of EoI Fees

Name of Work	EXPRESSION OF INTEREST (EOI) FOR SELECTION OF PROVIDER For Online Coaching Services for NEET, JEE(Mains) and JEE(Advanced) for Students of Schools Across Tribal Area of Gujarat state	
Schedule of EoI Process	Downloading of EoI Document	From Dt. 26/07/2023
	Queries to be sent at	Respondents may post their queries relating to EoI on Gem Portal after the publication of Bid within stipulated time of Gem portal.
	Online & Physical submission	Online: The EoI shall be submitted online as per active bid time line on GEM. Physical: EMD to be submitted physically within 5 days after completion of bid by RPAD /Speed Post. The scanned copies of EoI & EMD shall be uploaded on GEM portal .
	Opening of Technical Bid	Will be opened on-line
EMD fees	Respondents have to pay EMD @ 3% of the estimated value Rs.4.53 Crore . Thus, EMD value comes to Rs.13.60 lakhs in form of Account Payee Demand Draft payable in favor of "Executive Director, GSTDREIS" payable at Gandhinagar.	
Special Condition EMD	Respondent shall upload scanned copy of DD for EMD along with EoI submission online on GEM	
General Terms & Conditions	<ol style="list-style-type: none"> Respondents who wish to participate in this EoI will have to register on GEM. EMD will be returned to the successful L1-bidder after the completion of bidding process and submission of security deposit. EMD will be returned to the rest bidders except L1-bidder after the whole bidding process will be completed. EMD of agency will be forfeited in case of offer withdrawal by participated bidders during the any stage of bidding process. 	
Information for online participation	<ol style="list-style-type: none"> Internet site address for downloading EoI will be GEM Portal Interested bidders can view detailed tender notice and download EoI document from the above-mentioned website. Respondents who wish to participate in online tender have to register with the GEM Portal through the "New User Registration" link provided on the home page. Respondent will create login id & password on the own in registration process. 	

For iMax Global Venture Pvt Ltd

Ashish Asoy
Authorized Signatory

1. Abbreviations and Definitions:

Applicants: Parties which respond to the EoI by expressing their interest for providing Coaching Services

Coaching Services: All activities and services involved in coaching students for NEET, JEE (Mains & Advanced) competitive examinations.

EoI Document: This document which provides information to interested parties to assist them in expressing their interest for providing Coaching Services and submission of the information required.

EOI: The Application submitted to Executive Director, Gujarat State Tribal Education Society, Gandhinagar by the Applicants in response to the EOI Document

GSTES: Gujarat State Tribal Education Society

DoTD: Director of Tribal Development

TDD: Tribal Development Department

For iMax Global Venture Pvt Ltd

Ashish Asoy
Authorized Signatory

2. Background

- a. The Gujarat State Tribal Education Society (GSTES), which is formed by the Tribal Development Department, Govt. of Gujarat manages 101 Schools across the tribal area of Gujarat state. Approximately 34,000 students are being benefited with quality education along with residential facility from class 6 to 12.
- b. To promote a level playing field and give ST students a better chance to succeed in competitive examinations for medical and engineering entrance, the Tribal Development Department, through its autonomous Society, Gujarat State Tribal Education Society (GSTES) desires to invite bids from reputed and competent training institutes to provide online quality Coaching Services for JEE (mains), JEE (advanced) & NEET for students of Eklavya Model Residential Schools(EMRS), Girls Literacy Residential Schools (GLRS) and Model Schools (MS) run by GSTES and for other residential schools of Tribal Development Department i.e DoTD across tribal areas of Gujarat State.
- c. In order to prepare tribal students for such competitive examinations who are denied such an opportunity due to reasons of affordability or access, the GSTES would like to offer coaching services from reputed and high-quality coaching service providers who assist students in preparation of such examinations ("Coaching Service Providers"). Such coaching is proposed to be offered to tribal students who are studying in Science Stream in 12th standard. Student will be eligible to receive this coaching benefit once under the coaching scheme. Selected agency will be eligible to receive Rs. 20,000 (including GST) for providing coaching of NEET, JEE (mains) & JEE (advanced) to the students.
- d. **The schools under GSTES (49 campuses) & other residential schools under Tribal Development Department (32 campuses) have planned to start coaching for approximately 81 Campuses.**
- e. The places for coaching will be school campuses only.
- f. Building and other infrastructure will be provided by Department. Selected Coaching institute will provide well qualified faculties, study

material and take regular mock tests per subject on weekly basis and test result report of all schools will have to be submitted to concern offices within 2 days.

- g. Selected coaching institute will have to provide teaching in Gujarati and English language for NEET/JEE(mains) & Hindi and English language for JEE (advanced). Study material will have to be provided in above mentioned languages.
- h. Faculties of selected coaching institute will be required to provide online coaching for academic year 2023-24 (till NEET, JEE Mains & JEE-Advanced exams date) for 2 hours per day, 6 days a week except Sundays.
- i. The Selected agency has to provide 3 hours of coaching per day, 6 days a week, except Sundays for preparation after JEE (mains) form filling process completion.
- j. The Selected Agency has to provide 5 hours per day, 6 days a week, except Sundays for NEET/JEE (Advanced) coaching after 12th board/CBSE exams completion.
- k. Interested Parties ("Applicants") for providing coaching services may apply under this EOI with information on their organization, track record, experience in India, in Gujarat and with government schemes, financial strength & ideas and options for providing such services.
- l. The Agencies will have to provide coaching of JEE (mains), JEE (advanced) and NEET through online interactive mode.

3. EoI Process

- a. The process involves inviting Expression of Interests from interested applicants who are expected to make an application in accordance with the provisions of this EOI Document.
- b. The Applicant would submit their ideas, plans and details of experience for coaching services along with their credentials.
- c. The Applicant shall pay EoI EMD mentioned in this EoI document.
- d. The GSTES will evaluate the applications as per procedure given in the EoI document to determine the qualified applicants.
- e. At the end of the scrutiny, GSTES will announce a shortlist of suitable pre-qualified applicants who shall be eligible for participation in the second stage of the Bidding Process comprising Presentation.
- f. GSTES shall not be liable to respond to any queries or representations made by the applicants who shall not get qualified. **Price is pre-defined by the GSTES.**
- g. Each qualified agency will have to make a presentation to the authorized committee to score marks for final evaluation.

4. Criteria for selection of Agency:

- a. The agency should be registered under the Public Trust Act or societies registration act or should be established under Companies Act 2013.
- b. The agency should have valid GST Number.
- c. The agency has to furnish all required documents which are asked in EoI.
- d. Under this EOI, single agency will be selected on State Level basis.
- e. The selected agency would be assigned for implementation of the scheme. However, in the cases where single agency fails to fulfill assignment as per bid condition, GSTES will have the final authority to assign any of the succeder agencies from the merit list.
- f. Selection Process will be done on merit basis.

5. Payment Conditions to the Agency:

The payment terms as follows:

- All the payments related to GSTES schools to the selected agency will be made by **GSTES** directly and for other residential schools under Tribal Development Department, the payment will be made by **DoTD**.
- The respective district offices will co-ordinate and support the selected agency for implementation of project, monitor the project on regular basis.
- All the payments will be released on certification of satisfactory completion of work by respective Project Administrator for GSTES schools and certification of satisfactory completion by Assistant Commissioner for other residential schools under Tribal Development Department.

Schedule of payments:

- a. 25% payment as first installment would be released after 3 months from the date of commencement of training based on actual number of students enrolments.
- b. 25% payment as second installment would be released after 6 months from the date of commencement of training based on actual number of students enrolments.
- c. 30% payment as third installment would be released after 9 months from the date of commencement of training based on actual number of students enrolments.
- d. 20% payment as final installment would be released after completion of admission process based on respective colleges fees receipt submission for at least 5% of the total students coached by selected agency.

Note: All the 1st,2nd,3rd and 4th installments would be released on per student basis as per above milestones. 80% attendance of a student in a coaching class is mandatory for releasing payment for all subsequent installments. If the attendance of student in any phase is less than 80% as required, payment would not be released for that student.

6. Scope of Work:

- Selected agency has to provide online interactive coaching to the students for NEET, JEE (Mains) & JEE (Advanced) for Academic Year 2023 – 24 (till NEET & JEE-Advanced exams date) and to completed course within stipulated timeline.
- The selected agency has to provide 2 hours of coaching per day, 6 days a week, except Sundays for NEET and JEE (mains and advanced).
- Selected agency has to provide 3 hours of coaching per day, 6 days a week, except Sundays for preparation after JEE (mains) form filling process completion.
- The Selected Agency has to provide 5 hours of per day, 6 days a week, except Sundays for NEET/JEE (Advanced) coaching after 12th board/CBSE exams completion.
- Attendance of students in class and in a mock test as well as each student's mock test score should be tracked and sent to the respective offices within 2 days.
- Selected agency has to provide well printed study materials and study books to each student with details & Emblem/Logo of GSTES/DoTD.
- Selected agency will have to conduct weekly test and at least 10 Full Length Test papers after completion of the course.

A. For GSTES Schools:

- For approximately 1125 students for NEET Coaching, Selected Agency must have 3 teams of subject experts for Gujarati Medium Schools with 2 experts for each subject & 1 team of subject experts for English Medium Schools with 2 experts for each subject.
- For approximately 145 students for JEE Coaching, Selected Agency must have 1 team of subject experts with 2 experts each subject (1 expert for English Medium Schools & 1 expert for Gujarati Medium Schools).
- Medium of Instruction will be Gujarati and English for NEET coaching, Gujarati and English for JEE(mains) & English for JEE(advanced) coaching.

B. For other residential schools under DoTD:

- For approximately 902 students for NEET Coaching, Selected Agency must have 3 teams of subject experts for Gujarati Medium Schools with 2 experts for each subject.
- For approximately 95 students for JEE Coaching, Selected Agency must have 1 team of subject experts with 2 experts each subject.

7. Information to be provided along with EoI Application

The Applicant shall submit the project concept that should include the following information in two parts:

Part I: Proposal and Plans

- Information on type of teachers/faculty who would be providing coaching along with their credentials / experience and track records, bio-data.
- Details of audio-visual facilities planned for the class room.
- Details of study material medium wise that will be provided to the students.
- Arrangements to conduct special doubt solving sessions.
- Plans on how Gujarati & English medium students will be trained, availability of Gujarati & English study material and faculties who understand both the language precisely.
- Any other information / plans or special methods or techniques to prepare students to qualify for competitive examinations.
- Selected agency will have to conduct weekly test and at least 10 Full Length Test papers after completion of the course.

Part II: Qualification Information of Applicant:

- Name and address of registered and corporate offices of the firm/agency.
- Details of branch offices/ Coaching centers in India and in Gujarat
- Certificate of Incorporation / Partnership Agreement.
- Audited Financial Statements for last Five years.
- Turnover Certificate from the statutory Auditor in terms of turnover from Coaching Services in last five years.
- Number of students coached over last five years along with evidence in India.
- Number of students coached over last five years who have qualified in exams like JEE (mains)/JEE (advanced) and NEET along with evidence.
- Any other information that supports the credentials of the applicant.

The information on number of students above should correspond to evidence submitted.

8. Application Submission Format:

Applicants would be required to submit the application in the following manner

Part	Titled as	Content	Relevant Annexure for format/ guidelines
A	EMD	<ul style="list-style-type: none"> – EMD in the form of demand draft/Pay Order to be submitted physically – Copy of DD/Pay Order to be uploaded online 	-
B	Qualification Documents (Online via GEM only)	<ul style="list-style-type: none"> – Forwarding Letter and Applicants Information – Firm Registration (copy of registration certificate with registrar of firms) – Firm undertaken that the firm has not been blacklisted by any Government / Semi Government Department on Rs.200 notarization stamp paper. – Certificate from Registered Chartered accountant showing the turnover as per the tender requirement. – Copy of Audited Financial Statements for last 5 financial years – Copy of Experience Certificate by the competent authority. – Supporting evidences as required for fulfilling evaluation criteria. – Authorization of signatory in the form of Department Resolution / Partner's Resolution or Power of Attorney, as applicable. – Copy of EOI document, GSTES response to pre-queries and addendum or corrigendum with respect to this EOI to be signed on every page by the Applicant's authorized representative. 	Annexure 1to 6

Applications which are not signed by the Authorized signatory, shall not be accepted. GSTES reserves the right to reject Applications not submitted in line with provisions of the EOI Document and without EMD in the form specified.

For iMax Global Venture Pvt Ltd

Ashish Agarwal
Authorized Signatory

9. Evaluation Process and Qualification Criteria

The Evaluation process comprises two stages:

- (i) Pre - qualification
- (ii) Qualification

Pre-Qualification:

The Applicants shall have to meet the following pre-qualification criteria to be eligible for this stage of evaluation. Only the bidders meeting pre-qualification criteria shall be moved to the next stage of qualification evaluation. The Applications which are not meeting any of the following criteria shall be rejected and not evaluated further.

The Applicant shall be registered under Public Trust ACT or Societies Registration ACT or a company incorporated as per Indian Companies Act 1956 or 2013 (Copy of Memorandum and Article of the association and certificate of incorporation of the Proposer should be submitted) Or Registered Partnership firm (Copy of Partnership Deed and registration certificate should be submitted) or a registered proprietary firm (Copy of any registration certificate).

The Applicant's annual turnover must be **Rs.1 Crores** per year in last five financial years from coaching activities. A Certificate from statutory Auditor of the firm along with its stamp and UDIN specifying the turnover shall be submitted.

Applicants blacklisted by any Government department, PSU or Government company are not eligible (Provide anti Blacklisting certificated as per the format attached annexure 4).

The Applicant must have hands-on experience of coaching of **1000** number of students per year in last five financial years. The Applicants shall have to submit documentary evidences in terms of Letter from Auditor plus any other evidences to showcase relevant experience as required in this clause.

At least **1000** students coached by the Applicant firm must have qualified competitive exams in terms of NEET + JEE Mains / Advanced on an average over the last five financial years. The Applicants shall have to submit documentary evidences in terms of Letter from Auditor plus any other evidences to show required in this clause.

The Plans and proposals submitted as part of the EoI must correspond to the requirements of GSTES. GSTES reserves the right to call the Applicant for discussion or presentation to understand their proposal, experience, performance and qualifications.

A Consortium shall not be permitted to bid for this EoI.

Qualifications:

The pre-qualified bids from earlier stage will be taken up for detailed evaluation of their qualifications, leading to technical score. The evaluation methodology will be as follows:

Competitive Exams shall mean NEET, JEE(Mains) and JEE(Advanced)

No.	Criteria	Maximum Score	Scoring Pattern	Supporting Evidence
A. Experience & Turnover of Bidder				
1	Experience in terms of total number of students coached for NEET & JEE Exams over last five years on All India Basis	15	Above 35000 : 15 marks 20001-35000 : 13 marks 5001-20000 : 11 marks 5000: 09 marks	Notarized affidavit year wise list of candidate Coaching for NEET, JEE exam to be submitted as per Annexure-03, Format-01.
2	Experience in terms of number of students coached for Competitive Exam who have qualified NEET, JEE (mains) or JEE (advanced) over last five years	15	Above 2500 : 15 marks 1701 to 2500 : 13 marks 1001 to 1700 : 11 marks 1000 : 09 marks	Notarized affidavit Results authorized and authenticated by competent authority should be presented. (Supporting Documents Results Copy) as per Annexure-03, Format-02.
3	Average financial turnover per year (2018-19 to 2022-23) from coaching Services as per Auditor Statement	15	Above 07 cr. : 15 marks <05cr to 07 cr: 13 marks 03 cr to 05 cr: 11 marks 01 cr. to 03 cr: 09 marks 01 crores: 07 marks	Chartered Accountant Certificate indicating the turnover from coaching business in the last five year as per Annexure - 02. Bidder has to submit Income Tax Return for 2018- 19, 2019-20, 2020- 21, 2021-22 and 2022-23.

4	Presence of branches in All India (Except Gujarat)- Minimum centers required 7 with evidence	15	<40 Centers: 15 Marks 25-40 Centers : 13 Marks 10-25 Centers : 11 Marks 10 Centers: 9 marks	Details of center with the documents proof (i.e. copy of lease agreement, Light bill, Property tax bill)
5	Presence of branches in Gujarat - Minimum centers required 4 with evidence.	10	Above 08 Centers: 10 marks 07-08 Centers : 09 marks 05-06 Centers : 08 marks 04 Centers : 07 marks	Details of center with the documents proof (i.e. copy of lease agreement, Light bill, Property tax bill)
6	No. of faculty available for coaching of NEET/ JEE	15	<160 faculties: 15 marks 131 to 160 : 13 marks 101 to 130 : 11 marks 100 faculties: 09 marks	Notarized affidavit list of teaching staff. Details is to provide as per Annexure - 06

B. Approach and Methodology for Proposed Work

Bid should need to be accompanied by brief Approach & Methodology in PPT format. This will be followed up through a presentation to the Committee leading to final evaluation based on the following criteria:

1	Understanding and relevance of the coaching for competitive exam Preparations.	15	5 marks	
2	Details on coaching material to be provided and test series for students		5 marks	
3	Overall strategy and work plan for Gujarati & English medium students for the preparation of Competitive Exams of NEET/JEE.		5 marks	
	TOTAL MAXIMUM SCORE	100		

Bidder/applicant must Score minimum 50 marks for **Technical Marking Section A** specified herein above. The bidders obtaining lower than 50 marks score will be disqualified and can not processed further.

For iMax Global Venture Pvt Ltd

Ashish Asoy
Authorized Signatory

10. General Instructions to Applicants

8.1. GSTES retains the right to ask for any further information, document or clarification that may be required from the Applicant for the purpose of evaluation of Application.

The qualification shall be deemed valid by GSTES for 180 days from the last date of Application submission.

Experience of Sublet/ Sub Contracting shall not Be Considered.

8.2. GSTES reserves the right to accept or reject any or all application and cancel the entire selection Process or part thereof without assigning any reason. This EOI shall form a part of contract document that shall be signed at later stage with Successful Applicant. The Applicants are advised to read carefully the documents prior to submission of Application.

The Courts at Gandhinagar shall have jurisdiction over all matters arising out of or relating to the Contract. Even though the applicant may meet the qualification criteria, they are subject to be disqualified for any of the following reasons:

- a. Misleading or false representation in the forms, statements and attachments submitted under this EOI.
- b. Record of poor performance such as abandoning the work, rescinding of contract for which the reasons are attributable to the non-performance of the Applicant, consistent history of litigation awarded against the applicant or financial failure due to bankruptcy.
- c. Has been identified by the GSTES as poor performer in implementation of ongoing any State and Central Government departments.
- d. Any effort to influence the evaluation process or entire bid process though direct and indirect interaction with any officer, representative or Advisor of GSTES.
- e. Blacklisted by any Government agency/Central Government/State Government/Urban Local Body.
- f. The bid is published on GEM portal, all the bidders have to obey the standard rules and regulations of the GEM for whole bidding process completion.

Annexures

Annexure 1: Forwarding Letter

To
Executive Director,
Gujarat State Tribal Education Society (GSTES)
Tribal Development Department,
Gandhinagar

Sub: Submission of EOI and Application for Coaching Services in Gujarat.

Dear Sir,

We the undersigned, apply to provide Coaching Services for Gujarat for training tribal students identified by GSTES for NEET, JEE (mains) & JEE(advanced) competitive exams. We are hereby submitting our application, which includes the proposed concept and details of our eligibility and qualifications in accordance with the provisions of EOI document.

We understand that you are not bound to accept any Application you receive or may cancel or postpone the selection Process without assigning any reason.

Sincerely

Authorized Signatory: _____

Name and Title of the Signatory: _____

Name of the Firm: _____

Address: _____

Contact Details _____

Annexure 2: Format of Turnover Statement

The audited Turnover of M/s_____for last five financial years from coaching business NEET, JEE (mains) & JEE(advanced) only is as follows;

Year	Turnover from coaching business (Rs. Lakh)
2022-23	
2021-22	
2020-21	
2019-20	
2018-19	
Total	
Average	

Sealed and Signed by the Statutory Auditor along with UDIN.

Annexure 3: Format of Experience and Performance Statement

The number of students coached by the M/s_____over last five financial years from Coaching Activities for competitive exams NEET, JEE (mains) & JEE (advanced) is as follows:

Year	Total Number of Students Coached for NEET, JEE (mains) or JEE(advanced).	Total Number of Students who have Qualified in NEET, JEE (mains) or JEE(advanced).
2022-23		
2021-22		
2020-21		
2019-20		
2018-19		
Total		

Note: Students coached online will not be considered under experience of Bidder.

Format 1: Data of Each Students Trained to be provided as per following Format.

No	Year	Name of Students	Address of Students	Contact No	Address of Coaching Center

Format 2: Data of Each Qualified Students to be provided as per following Format.

- Self-Certified year wise list of candidates succeeded and sought admission in Engineering & Medical field jointly during last five years.

No	Name of Students	Contact No	Admission sought in college (Name of college)	Students appeared during that particular year with Roll Nos.	Result with Supporting Documents

PS: Please attach verifiable evidences as may be available.

Sealed and Signed by the Statutory Auditor along with _____

Annexure 4: Format for Self - Declaration certifying that the Entity/Promoter/s / Director/s of Entity are not blacklisted (On a Stamp Paper of Rs. 200 value)

No Blacklisting Declaration

I M/s. (Name of the Proposer), (the names and addresses of the registered office) hereby certify and confirm that we or any of our promoter/s / director/s are not barred by Government of Gujarat (GoG) / any other entity of GoG or blacklisted by any state government or central government / department / Local Government / agency in India or from abroad from participating in providing coaching, consultancy, administrative Services of any kind, either individually or as member of a Consortium as on the_-(Proposal submission Date).

We further confirm that we are aware that our Application for Coaching Services would be liable for rejection in case any material misrepresentation is made or discovered with regard to the requirements of this EoI at any stage of the Bidding Process or thereafter during the agreement period. Dated thisDay of....., 2023.

Name of the Proposer

Signature of the Authorized

person Name of the Authorized

Person

For iMax Global Venture Pvt Ltd

Ashish Asoy
Authorized Signatory

Annexure 5: Format for Power of Attorney

Dated:

To
Executive Director,
Gujarat State Tribal Education Society (GSTES)
Tribal Development Department,
Gandhinagar

Dear Sir,

REF: Your EOI dated _

<Applicants name> hereby authorizes <Designated Representative's name> to act as a representative of <Agency name > for submitting application in the form of EOI document for the EOI issued for Gujarat State Tribal Education Society for coaching of tribal students for competitive exam of NEET & JEE (and Power of Attorney if applicable)¹ attached herewith.

To attend all meetings conducted by GSTES and shall discuss, negotiate, finalize and sign any Application, proposal or agreement and contract with GSTES related to tender.

Yours faithfully,

<seal of the agency >

<Signature and name of the Designated Representative of the Applicant for acceptance of this Power of Attorney>

For

<Name of Applicant firm >

Encl: agency resolution for Authorized signatory

¹ In case the Signatory to the bid is not directly authorized through a Department/Partners Resolution of the firm, then the Power of Attorney vesting relevant powers to the Signatory should be attached. The purpose is to trace the authorization to a Department/Partner's Resolution.

Annexure 6: Format of Faculty Details

Data of each teacher (Resource Teacher / Teaching Staff) to be submitted in Following Format.

No	Name of Teachers	Qualification	Subject Experience	Contact Number	Certified Evidence to be attached for Documentary 1. CV with signature 2. Degree Certificate 3. Experience Certificate