



रा.इ.सू.प्रौ.सं
NIELIT

(Autonomous Scientific Society of Ministry of Electronics & Information Technology, Govt. of India)

NIELIT CALICUT

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CDS/CA/7.4.1/F 05/R3

LIMITED TENDER ENQUIRY

Ref. No.: 2(1088)/2018-19/MCC-WS

Date: 26-06-2018

To

(As per list Attached) – 04 Nos.

DUE DATE: 17-07-2018

1. Quotations are invited for the supply of the items/provision of services as per Annexure.
2. The quotations (as detailed in the Scope of Work) duly **SIGNED, SEALED AND SUPERSCRIBED ON THE ENVELOPE WITH THE REFERENCE No. AND DUE DATE**, should be addressed to the undersigned so as to reach on or before the due date stipulated above. Quotations received after the due date will not be considered.
3. The quotations should be valid for acceptance for a period of **sixty days** from the due date
4. Quotations will not be accepted by Fax, Email or any such electronic data transfer form.
5. The quotations should be for goods/services exactly conforming to our requirements and specifications/Scope of work.
6. ~~If the item is under DGS&D Rate contract, the number and the price applicable must be mentioned. It may also please be indicated whether the supply can be made direct to us at the DGS&D Rate Contract Price.~~
7. ~~Relevant literature pertaining to the items quoted with full specifications and drawings, if any should be sent along with the quotations, wherever applicable. Samples, if called for, should be submitted free of charges and collected back at the supplier's expenses.~~
8. ~~Copy of Manufacturing licence, Principal or Authorized Distributor/Dealer Certificate, and Proprietary Certificate, as applicable, should be enclosed.~~
9. ~~Quotations should be for **free delivery** at our Centre and should clearly specify the **delivery period**. If delivery quoted is Ex-Godown/Consignor Station, delivery charges consisting of freight, packing & forwarding charges, insurance, etc. should be indicated separately. Goods should be supplied duly carriage paid and insured.~~
10. GST Registration Number of NIELIT Calicut is: 32AAATD0315M1Z6. GST or any other taxes may be charged as per the rates applicable to Scientific/Educational institutions.
11. Security Deposit @ 5% of the Purchase Order/Invoice value shall be retained, in case order/contract value exceeds Rs.1 lakh, which will be released after the expiry of warranty period.
12. Goods/Services shall not be supplied/provided without an official purchase order.
13. Payment: Payment will be made after completion of the work/supply, installation/assembly and commissioning of the items covered by the order ~~along with necessary spares supplied~~ to the entire satisfaction of NIELIT CALICUT. Payment against invoices shall normally be made within 30 days of receipt and acceptance of equipment/materials at our office. **No advance payment will be made under any circumstance.**
14. Incomplete quotations and quotations which do not comply with all the above instructions are liable to be summarily rejected.
15. NIELIT CALICUT does not bind itself to accept the lowest or any such quotation and has the right to accept or reject whole or any part of tenders or a portion of the supply of goods without assigning any reasons. No correspondence in case of rejected tenders will be entertained.
16. Earnest Money Deposit (E.M.D.) for **Rs. 12,500/-** be deposited by NEFT in the Bank Account No. 10401158037 (IFSC: SBIN002207) at State Bank of India, NIT Calicut Branch, CREC Campus, Chathamangalam, Calicut – 673 601, in favour of Director, NIELIT CALICUT, failing which the quotation will be rejected.

Yours faithfully,


26/06/18

Purchase In-Charge
For Executive Director

→ Indemor. (MSR)

Encl: Annexure

ANNEXURE TO ENQUIRY

Your Quotation No.: 2(1088)/2018-19/MCC-WS

Date: 26/06-2018

1	Name of item(s)	Placement Drive cum Workshop (End to End Co-ordination)
2	Specifications & Quantity As per separate sheet attached.	
3	Price per unit in Rs. (in figures & words)	Attach separate list, if required.
4	Total Price in Rupees (in figures & words)	
5	Delivery Period	
6	Terms of Delivery	
7	Taxes, Duties, Octroi & any other statutory levies or charges	
8	Transportation, Insurance, Packing & Forwarding etc.	
9	Discount/off etc., if any	
10	GST Registration No.	
11	Payment Terms	
12	Validity of Tender	
13	Warranty	
14	Any other remarks	
15	Signature of the Tenderer with Name and Date	
16	Address with Email ID & Mobile No.	
17	Central Public Procurement Portal (www.eprocure.gov.in) Registration, Email login ID	

NB: (1) The prices quoted and Taxes charged should be Academic/Educational Prices/rates, wherever applicable.

(2) Enquiry for the above items and specifications can also be downloaded from our website

<http://nielit.gov.in/calicut> or www.eprocure.gov.in

(3) Please register at www.eprocure.gov.in and intimate login details without fail. Watch website for regular updates.

Scope of work for conducting workshop and placement drive at Calicut

Aim: Identify, shortlist, Train and Arrange placement drive as per the following terms and conditions. Tentative target date for placement drive is Aug/Sept 2018

	Activity	Amount in Rs	Time frame for completion of activity*
Phase 1	<p>Get requirements from employers and confirm their participation as per the below conditions</p> <ol style="list-style-type: none"> 1. Minimum no of employers/companies : 30 2. Minimum no of job requirements : 150 3. Domains : Software engg, Data analytics/AI, Electronics, Cloud computing and Industrial automation/instrumentation 		
Phase 2	<p>Identify students and conduct screening test for minimum 900 students and shortlist 450 students</p>		
Phase 3	<p>Provide training per candidate as per the following specification. Each candidate should be given following trainings – Theory/Tutorial</p> <ol style="list-style-type: none"> 1. CV preparation and GD techniques – 1 session (half day) 2. General aptitude – 1 session (half day) 3. Technical aptitude – Two sessions (one full day - To cover all domains mentioned above) Example: Programming Fundamentals (Python, R etc) + Data Science Fundamentals for students registering for Big Data Analytics jobs. Electronics fundamentals (Digital Electronics , Electric Circuits , Programming Logic etc for students registering for Electronics and Automation jobs) 4. Mock Interview <p>The venue for training (two class rooms with projector) shall be given by NIELIT, Calicut. The sessions may be conducted in a batch size of 50 & sessions may be conducted in parallel also</p>		
Phase 4	<p>Arranging placement drive – Location: In and around Calicut city (Venue arrangement, end to end turnkey coordination etc) (Quote separately for Auditorium and all other arrangements including logistics and accommodation for the HR/ technical representatives, basic media coverage etc.)</p>	Auditorium arrangement	
		All other expenses	
	Total Amount (Rs)		
	Taxes (%)		
	Grand Total (Rs)		

* indicate no days required to complete the activity from the date of assignment



General terms and conditions

1. Bio data of resource persons for trainings is to be attached along with tender
2. Proof of experience of vendor in organizing similar events to be furnished along with tender.
3. Details of registered candidates indicating their academic credentials, candidate details, marks obtained for screening test and the list of candidate short listed should be made available to NIELIT, Calicut as per the template provided before release of payment. Student's data collected is only to be used for the placement drive of NIELIT, Calicut. An undertaking on nonuse of student data need to be furnished on award of the assignment.
4. Consent letters/email from the companies indicating their participation and no of opening details should be made available within 15 days on award of the assignment.
5. A micro website should be maintained for the event as per the guide lines to be provided by NIELIT, Calicut on award of the assignment (Ref website : www.ieeejobfair.com)
6. Name, Designation and contact details of vendor's coordinator for the event to be produced on award of assignment.
7. The payment may be made in parts on satisfactory completion of activities phase wise as per the break up indicated in the tender.

