प्रदेश के राजकीय औद्योगिक प्रशिक्षण संस्थानों में आउट सोर्सिंग एजेन्सी के माध्यम से अनुदेशकों को रखे जाने विषयक अल्पकालीन निविदा सूचना

राजकीय औद्योगिक प्रशिक्षण संस्थानों में व्यवसाय एवं विषय अनुदेशकों के कार्य सम्पादन हेतु आउट सोर्सिंग के माध्यम से पात्र मैनपावर को रखा जाना है तथा उक्त मैनपावर के आपूर्ति के इच्छुक एवं सक्षम एजेन्सियाँ निविदा प्रपत्र वेबसाइट www.vppup.in से डाउन लोंक कर सकती हैं। इच्छुक एवं सक्षम एजेन्सियाँ निविदा प्रपत्र वेबसाइट www.vppup.in से डाउन लोंक कर सकती हैं। निविदा प्रपत्र जमा करने की अन्तिम तिथि 20.05.2015 के अपरान्ह 05:00 बजे तक निदेशालय के निविदा बाक्स में चेक लिस्ट के अनुसार पूर्ण करते हुए डाला जा सकता है। निविदा सम्बन्धी के निविदा बाक्स में चेक लिस्ट के अनुसार पूर्ण करते हुए डाला जा सकता है। निविदा सम्बन्धी समस्त विवरण शर्ते एवं निविदा प्रपत्र वेबसाइट www.vppup.in से डाउन लोड किये जा सकेंगे। समस्त विवरण शर्ते एवं निविदा प्रपत्र वेबसाइट www.vppup.in से डाउन लोड किये जा सकेंगे। दिक्तकल बिड एवं फाइनेन्शियल बिड के सील्ड लिफाफे निदेशालय के निविदा बाक्स में डालने से पूर्व निविदा का मूल्य रूपये 1050/-(रूपया एक हजार पवास) राष्ट्रीयकृत बैक के माध्यम से पूर्व निविदा का मूल्य रूपये 1050/-(रूपया एक हजार पवास) राष्ट्रीयकृत बैक के आहरण निदेशक प्रशिक्षण एवं सेवायोजन उ0प्र0 लखनऊ के नाम से ड्राफ्ट बनवा कर निदेशालय के आहरण एवं वितरण अधिकारी के पास जमा करना होगा। निर्धारित निविदा मूल्य के भुगतान किये बिना एवं वितरण अधिकारी के पास जमा करना होगा। निर्धारित निविदा पूर्व के भुगतान किये बिना अपरान्ह 01:00 बजे खोले जायेगें जिसमें निविदाकर्ता अथवा उसका प्रतिनिधि प्रतिभाग कर सकता अपरान्ह 01:00 बजे खोले जायेगें जिसमें निविदाकर्ता अथवा उसका प्रतिनिधि प्रतिभाग कर सकता

(राजेंद्र प्रसाद) निदेशक प्रशिक्षण एवं सेवायोजन, गुरू गोविन्द सिंह मार्ग,

DIRECTORATE TRAINING & EMPLOYMENT, ROZGAR BHAWAN, GURU GUVIND SINGH MARG, BASMANDI CHAURAHA LUCKNOW.U.P

website- www.vppup.in

Ref No. 865 25 29-1/0307 39-04031102110/2014/63

Date: 27-04-2015

Price of tender document	: Rs. 1000.00+5% VAT (In the form of Bank Draft)
Earnest money	: Rs.1,50,000/- (In the form of Bank Draft)
Name of work	: Selection of Technical Man power Procurement Agency through outsourcing

Last date for Download of tender document: 20-05-2015 before 12:00 PM

Last date for submission of tender document: 20-05-2015 up to 05:00 PM

Date for opening of Technical bid 21-05-2015 (If the opening date of technical bid is declared a holiday then the next working day will be the opening day for technical bids)

Only technically qualified tenderer's financial bid will be opened on 03.06.2015

Tender documents duly filled -in should be dropped in a sealed box in the office of Director Training & Employment Lucknow. The Tender number and the name of work must be written on the top of the envelope. The tender fee is Rs.1000.00+5% VAT (demand draft) (Non refundable) payable at Łucknow in favour of the "Director, Training & Employment, Rozgar Bhawan. Guru Govind Singh Marg, Basmandi Chauraha Lucknow U.P.". Technical and Financial Bids will be opened in the presences of authorized representative of the Bidders. If any working day is observed as Holiday the next working day will be treated as last date. In case of any legal dispute, the legal Jurisdiction shall be the Court of law at Lucknow only. Director, Training & Employment, reserves the right to accept or reject the tender in part or full without assigning any reason thereof. The Director will not be responsible for any postal delay.

DIRECTOR

TERMS AND CONDITIONS FOR TENDER

The following terms & conditions should be compiled with while submitting tender:-

- A tenderer can apply for two zones in the same application by mentioning the zone detail on the separate sheet.
- Earnest money of Rs. 1,50,000/-(Rs. One lacs Fifty Thousand only) in the form of bank draft in favour of Director, Training & Employment, Lucknow must be attached with Technical Bid of the tender. Tenderer can apply for maximum two zones (List attached)
- 3. The tender terms and conditions should be clearly typed or legible written giving the full name and address of the tenderer. The tenderer should quote rates in figures as well as in words. Alteration, if any unless legibility attested by the Tenderer, should be signed by the tenderes himself/ themselves or his/ their authorized agent.
- Subletting of contract is strictly prohibited. All the pages of tender document and its
 enclosures must be signed and stamped by the tenderers. No power of Attorney will
 be allowed.
- Tenderes must fulfill the following requirements and submit the attested copies thereof in documentary support with the tender.
 - Preference will be given to the agencies having work experience in Uttar Pradesh.
 - b. Preference will also be given to agencies that have experience of supply of professional manpower in the state/country (Professional means technical section, paramedical section and management section etc.).
 - c. Valid I.S.O certification.
 - Valid E.S.I.P.F., VAT & Service Tax Registration.
 - Valid registration in accordance with labour.
 - Annual Turnover exceeding Rs. 1.0 Cores in each year of last three financial years.
 - Annual Income Tax paid exceeding Rs. 1.00 Lacs in each year of last three assessment years.
 - h. TAN No./PAN No. in the name of tendering firm.
- Tenderes must enclose following document:-
 - a. An affidavit by notary mentioning that -

- i the tenderer has never been black listed and convicted by any Court of Law.
- there is no Police case/ Court case/Vigilance inquiry/ labour dispute/ tax recovery pending against the tenderer.
- tender has never been defaulter in filing timely returns of E.S.I, P.F., VAT, Income Tax & Service Tax in last three financial years.
- iv. tenderer will deposit ESI, PF, VAT, Income Tax & Service Tax in time.
- tenderer has good record in past. No action has been taken by any authority with whom, the tenderer has undergone in contract as service provider.
- b. All attested copies of monthly, quarterly, half yearly and annual returns as, the case may be, filed by the tenderer in last three years with regard to E.S.I., P.F., VAT, Income tax & Service tax.
- c. Original copies of Character and experience certificates issued by two or more concerned authorities of large Institute/office with whom the tenderer had undergone in contract as service provider during last three years.
- Sealed tender should be submitted in two-bid system (in two identical copies) consisting earnest money, technical offer & price bid.
- Tender envelope should be sealed by sealing wax. The envelopes containing technical Bids & Financial Bid should be in separate sealed covers.
- The tenderer should take care that the rates and amounts are written in such a way that
 interpolation may not possible. No blank space should be left, which would otherwise
 make the tender liable for rejection.
- 10. The tenderer submitting his tender would be deemed to have considered and accepted all the terms and conditions. No Enquiries, verbal or written shall be entertained in respect of acceptance or rejection of the tender.
- The number of man power required will be communicated from time to time to the successful tenderer. But man power once deployed by the tenderer against the demand of GITI/Director shall be appointed by him not for more than 180 days.
- 12. The manpower procured by the successful tenderer must be well qualified and experienced according to requirement of the post and must be honest, obedient and hard working. The number of post and qualification required as per enclosed schedule Annexure-C
- The normal working period will be as per the concerning GITI rules and regulations but in emergency man power may be deployed after working hours of the concerning

GITI also and no overtime payment will be payable however compensatory leave may be given to the manpower.

- 14. Holidays declared by the concerning GITI shall be admissible but on other working days, the successful bidder shall provide either from his regular man power or by replacement of any absentee, the full strength of man power as directed by the Director/Principal/GITI from time to time. Absence of any manpower shall be deducted from the total wage bill of the bidder.
- 15. All the manpower procured by the agency will be the employee of the agency. As and when a regular/ permanent employee for Director/ GITI will be recruited, then the related post through agency will be cancelled and man power will be posted in different GITI of U.P. as per requirement.
- 16. The salary and wages of the man power must be in accordance with the responsibility and category of the post and must not be less than minimum wages declared by the UP Govt. from time to time.
- (a) The Directorate reserve the right to negotiate with qualifying bidder/ single quoting bidder.
 - (b) The Directorate reserves the right to reject any unreasonably low and unrealistic bid without assigning the reasons there of.
 - (c) One agency will not be given the contract for more than two zones.

WAGE PAYMENT AND DISTRIBUTION

The wages will be payable by the successful tenderer to the worker up to 7th day of every month without waiting for the payment of bill to the successful tenderer by the concerning GITI. If the successful tenderer fails to do so, a fine of Rs.1000.00 (Rs. One Thousand) per day will be imposed.

The worker must have their identity card to receive wages. The payment of wages will be done through current coin or currency note or in both. Bills with EPF deduction challan of individual worker, Service Tax deposit challan and proof of wages disbursement should be submitted for claiming the payment along with deployment chart. The GITI Training work however should in any way be not disturbed on account of wage disbursement.

- The loss incurred due to negligence of the Man Power will be reimbursed by the agency.
- 20. Any financial liability arising to the Directorate under this contract shall be deducted from the bills of the successful tenderer and if the full amount is not recovered then the same shall be recovered from the security money of the successful tenderer. There would be no liabilities of any kind on the Director toward the workers of the successful tenderer.

- 21. Shift wise Duty may be allotted to the Man Power by principal of concerning GITI.
- 22. The bidder should be able to provide a bank Guarantee of Rs. 10,00,000/- Ten lacs for one zone during the contract which will be renewed from time to time as per further renewals of the contract.

23. NOTICE PERIOD FOR ABANDOMENT OF CONTRACT:

Neither party shall be entitled to abandon the contract during initial period of one year. However if after one year the contract is renewed either party shall be entitled to abandon the contract after serving three month notice in writing to the other party regarding abandonment of contract. However, the successful Tenderer cannot abandon the contract till an alternative arrangement is made by the Director.

24. Agreement for the procurement of the Man Power will be done between the successful tenderer and Director, Training & Employment for one year but agreement may be extended for the next year with mutual consent.

25. TERMINATION OF AGREEMENT:

After giving opportunity of being heard to the successful tenderer, Director may terminate/ cancel the agreement on the following grounds:

- a. Breach of anyone or all terms and conditions of agreement
- b. Non-performance or unsatisfactory performance of work
- Wrongfully alleging any officer of the institute
 Pressurizing any officers for undue favour
- Police verification of the Manpower, will be the responsibility of agency
- If any negligence detected during the duty of Manpower the financial penalty may be imposed on agency
- The Manpower procuring agency must comply the rules & Regulations of labour Laws of state government and Central Government.
- The Director reserves the right to cancel/reject in full or any part of the tender which generally do not fulfill the conditions stipulated in the tender without assigning any reason.
- Any action on the part of the tenderer against any body of the Institute will make his tender or contract liable for rejection.
- The number of manpower will be as per actual requirement of the GITI.
- All disputes and question, if any arise between the Director and the bidder out of or in connection with the terms and conditions contained herein or as to the construction of

application thereof, or the respective right and obligation of the parties there under or as to any clause or thing herein contained or by reasons of the supply or failure or refusal to these presents shall be referred to the sole Arbitration, Director /Principal of the Institute or his nominee. The decision of the sole arbitrator shall be final and binding upon both parties and subject to adjudication of Lucknow Court. Place for arbitration shall be at Lucknow (U.P.), India. Venue of such arbitration proceedings shall be the Director etc.

- 33. Agency service charges should be quoted separately.
- Name of the Institutions will be decided by the concerning Joint Directors (Trg/App)
 as per the requirement.

Director Training & Employment, UP Lucknow

Enclosure:-

- I- Annexure-A (Format of Technical Bid)
- 2- Annexure-B (Format of Financial Bid)
- 3- Annexure-C (Trade wise qualification)
- 4- Annexure-D (Zone wise detail of vacancies)

Format of Technical Bid

- Name of firm & Address
- Registration Copy of the Firm in company law/shop/Trade law etc.
- 3. Registration copy of P.F
- 4. Registration copy of E.S.I
- 5. Registration Copy of Service Tax
- 6. Registration No. of Contract Labour (U.P. Labour Deptt.)
- Registration No. of Income Tex.
- 8. Earnest money details

(Signature & Seal of Tenderer)

Format of Financial Bid

Rule of Man power pre man as time

S. No	Type of Man power	Unit	Salary	ESI	PF	Agency Charges	Service Tax	Total
1-	Man power for trade instructor/ Subject instructor		14,000 Fix (in hand)			- Samples		

Note- Special Allowance will only be quoted in those categories, where it is permissible under any rule or compulsion due to any reason whatsoever but no agency charges will be levied on that amount. Reasons for charging special allowance should be clarified in writing.

Terms & Condition (AS may be indicated by the tenderer

- 1.
- 2.
- 3.
- 4.

(Signature & Seal of Tenderer)

Qualification:-

Must have passed the High School Examination of the Board of High School and Intermediate Education, Uttar Pradesh or an Examination recognized by the Government as equivalent thereto.

N	S. Name of Trade/ Subject		Technical Qualification	Preferential Qualification to provide training/teaching in the relevant trades
The state of the s	Draughtsman (Mechanical)		50% posts to be filed from amongs the candidates having National Trad Certificate (NAC) in the relevan trade OR National Apprenticeship Certificate (NAC) in the relevan trade. 50% posts to be filed from amongs the candidates having Diploma in Mechanical Engineering from the Board of Technical Education, Uttar Pradesh or equivalent OR Degree in Mechanical Engineering from a recognised Institute/ University.	Certificate under one year Craft Instructor Training Scheme (CITS) in the trade and Certificate in Course on Computer Concepts (CCC) form NIELIT (Formerly DOEACC Society if India) or form other equivalent recognized Institution.
2	Draughtsman (Civil)	(2)	50% posts to be filed from amongst the candidates having National Trade Certificate (NAC) in the relevant trade OR National Apprenticeship Certificate (NAC) in the relevant trade. 50% posts to be filed from amongst the candidates having Diploma in Civil Engineering from the Board of Technical Education, Uttar Pradeshor equivalent OR Degree in Civil Engineering from a recognised Institute/ University.	Craft Instructor Training Scheme (CITS) in the trade and Certificate in Course on Computer Concepts (CCC) form NIELIT (Formerly DOEACC
3	Fitter	(1)	50% posts be each trade to be filed from amongst the candidates having National Trade Certificate (NAC) in the relevant trade OR National Apprenticeship Certificate (NAC) in the relevant trade.	Certificate under one year Craft Instructor Training Scheme (CITS) in the trade and Certificate in Course on Computer Concepts
4	Welder (Gas & Electric)	(2)	50% posts to be filed from amongst the candidates having Diploma in Mechanical Engineering from the	(CCC) form NIELIT (Formerly DOEACC Society if India) or form
6	Turner Machinist		Pradesh or equivalent OR Degree in Mechanical Engineering from a recognised Institute/ University	other equivalent recognized Institution.
7	Mechanic (Refrigeration &	(1)	50% posts to be filed from amongst the candidates having National Trade Certificate (NAC) in the relevant	Certificate under one year Craft Instructor Training Scheme (CITS) in the trade and Certificate in Course

	Conditioner	(2)	and the contract of	st (Formerly DOEACC Society if India) or form other equivalent recognized Institution.
8	Electrician	(1)	50% posts to be filed from amongs the candidates having National Trade Certificate (NAC) in the relevan trade OR National Apprenticeship Certificate (NAC) in the relevant trade.	Craft Instructor Training Computer Concepts Craft Instructor Training Computer Concepts Craft Instructor Training Computer Concepts
9	Wireman	(2)	50% posts in each trade to be filed from amongst the candidates having Diploma in Electrical/Electrical Electronics Engineering from the Board of Technical Education, Uttar Pradesh or equivalent OR Degree in Electrical/Electrical Electronics Engineering from a recognised Institute/ University.	Society if India) or form other equivalent recognized Institution.
10	Mechanie (Motor Vehicle)	(1)	50% posts to be filed from amongst the candidates having National Trade Certificate (NAC) in the relevant trade OR National Apprenticeship Certificate (NAC) in the relevant trade.	Craft Instructor Training Scheme (CITS) in the trade and Certificate in Course on Computer Concepts
H	Mechanic (Tractor)	(2)	50% posts to be each trade to be filed from amongst the candidates having Diploma in Mechanical/ Automobile	(CCC) form NIELIT (Formerly DOEACC Society if India) or form other equivalent recognized
ř2	Mechanic (Diesel)		Engineering from the Board of Technical Education, Uttar Pradesh or equivalent OR Degree in Mechanical/ Automobile Engineering from a recognised Institute/ University.	Institution.
13	Electronic Mechanic	(2)	50% posts to be filed from amongst the candidates having National Trade Certificate (NAC) in the relevant trade OR National Apprenticeship Certificate (NAC) in the relevant trade. 50% posts to be each trade to be filed from amongst the candidates having Diploma in Electronics/ Electronics Communication Engineering from the Board of Technical Education, Uttar Pradesh or equivalent OR Degree in Electronics/ Electronics	Certificate under one year Craft Instructor Training Scheme (CITS) in the trade and Certificate in Course on Computer Concepts (CCC) form NIELIT (Formerly DOEACC Society if India) or form other equivalent recognized Institution.

		Communication Engineering from a recognised Institute/ University.
14	Painter (General)	(1) 50% posts to be filed from amongst the candidates having National Trade Certificate (NAC) in the relevant trade OR National Apprenticeship Certificate (NAC) in the relevant trade. (2) 50% posts to be filed from amongst the candidates having Diploma in Civil Engineering from the Board of Technical Education, Uttar Pradesh or equivalent OR Degree in Civil Engineering from a recognised Institute/ University. Certificate of Training Methodology/Principals of Teaching Module (POT) under Craft Instructor Training Scheme (CITS) in the trade and Certificate in Course on Computer Concepts (CCC) form NIELIT (Formerly DOEACC Society if India) or form other equivalent recognized Institution.
15	Plumber	(1) 50% posts to be filed from amongst the candidates having National Trade Certificate (NAC) in the relevant trade OR National Apprenticeship Certificate (NAC) in the relevant trade. (2) 50% posts to be filed from amongst the candidates having Diploma in Civil /Mechanical Engineering from the Board of Technical Education, Uttar Pradesh or equivalent OR Degree in Civil /Mechanical Engineering from a recognised Institute/ University. Certificate of Training Methodology/Principals of Teaching Module (POT) under Craft Instructor Training Scheme (CITS) in the trade and Certificate in Course on Computer Concepts (CCC) form NIELIT (Formerly DOEACC Society if India) or form other equivalent recognized Institution.
	1	(1) 50% posts to be filed from amongst the candidates having National Trade Certificate (NAC) in the relevant trade OR National Apprenticeship Certificate (NAC) in the relevant Training Selection (NAC) in the relevant Training Selection (OFFICE)
16	Stenography (Hindi)	trade. (2) 50% posts to be filed from amongst the candidates having Diploma in Modern Office Management & Secretarial Practice/ Business Administration from the Board of Technical Engineering from the Board of Technical Education, Uttar Pradesh or equivalent OR Degree in Modern Office Management & Secretarial Practice/ Business
	12	Administration from the Board of Technical /Mechanical Engineering from a recognised Institute/
7	Cutting & Sewing	(1) 50% posts to be filed from amongst the candidates having National Trade Certificate (NAC) in the relevant trade OR National Apprenticeship Certificate (NAC) in the relevant on Computer Concepts

18	Dress Making	g (2)	trade. 50% posts to be filed from among	(CCC) form NIEL st (Formerly DOEAG
19	Fashion Technology		Dress Making/ Fashion Designing & Garment Technology/ Technolog from the Board of Technica	Society if India) or for other equivalent recognized Institution.
		(1)	50% posts to be filed from amongs the candidates having National Trade Certificate (NAC) in the relevant trade OR National Apprenticeship Certificate (NAC) in the relevant trade.	Craft Instructor Training Company Comp
20	Computer Operator & Programming Assistant (COPA)	(2)	50% posts to be filed from amongst the candidates having Diploma in Dress Computer Science/ Engineering/ Technology from the Board of Technical Education, Uttar Pradesh or equivalent OR MCA/Degree in Computer Science/ Engineering/ Technology from a recognised Institute/ University OR BCA/ BSc. Computer Science/ DOEACC 'A' Level from recognised Institute University.	(Formerly DOEACO Society if India) or form other equivalent recognized Institution.
1		(1)	50% posts to be filed from amongst the candidates having National Trade Certificate (NAC) in the relevant trade OR National Apprenticeship Certificate (NAC) in the relevant trade. 50% posts to be filed from amongst the candidates having Diploma in Beauty & Health Care from the Board of Technical Education, Uttar Pradesh or equivalent.	Certificate under one year Craft Instructor Training Scheme (CITS) in the trade and Certificate in Course on Computer Concepts (CCC) form NIELIT (Formerly DOEACC Society if India) or form other equivalent recognized Institution.
	Information Technology	(2)	50% posts in each trade to be filed from amongst the candidates having Diploma in Electronics/ Electronics	Certificate under one year Craft Instructor Training Scheme (CITS) in the trade and Certificate in Course on Computer Concepts (CCC) form NIELIT (Formerly DOEACC Society if India) or form other equivalent recognized Institution.

		Electronics/ Electronic Communication Engineering Information Technology from recognized Institute/ University.	4
23	I.T. lab	(1) Graduate in Computer Science/Computer Engineering Information Technology with at leas 1 year experience or Diploma in Computer Science/ Compute Engineering/ Information Technology with 2 year experience or NTC/NAC in COPA with 3 years experience. The experience should be in a reputed Industrial concern or in a training Institute.	Craft Instructor Training Scheme (CITS) in the trade and Certificate in Course on Computer Concepts (CCC) form NIELIT (Formerly DOEACC Society if India) or form other equivalent recognized
24	Employability Skill	(1) BBA with two years experience or Social MBA with one year experience OR Graduate in Sociology/Social welfare/ Economic with two year experience OR Graduate/Diploma with Two years experience and trained in Employability Skill from DGET institutes. Must have studied English/ (2) Communication Skill and Basic Computer at 12th/ Diploma level and above	Computer Concepts (CCC) form NIELIT (Formerly DOEACC Society if India) or form other equivalent

S.No.	etail of Zone wise Trades/Subjects	Lucknow	Meerut	Danie	it of ivian	
1	Draughtsman (Mechanical)	8	7	Bareily	Varanasi	Kanpı
2	The second secon		/	10	9	7
3	Draughtsman (Civil) Fitter	0	0	0	0	3
		3	2	4	1	6
4	Welder (Gas & Electric)	7	6	11	7	8
5	Turner	1	0			-
6	Machinist	0	-	1	0	4
7	Mechanic (Refrigeration & Conditioner)	10	9	13	10	10
8	Electrician	11	10	16	10	12
9	Wireman	0	0	2	0	12
10	Mechanic (Motor Vehicle)	1	0	1	1	1
11	Mechanic (Tractor)	2	1	2		
12	Mechanic (Diesel)	0	0	1		
13	Electronic Mechanic	1	1	2		
14	Painter (General)	9 .	7	11	9	1
15	Plumber	8	7	10	9	7
16	Stenography (Hindi)	2	0	2	2	7
17 .	Cutting & Sewing	2	0	1		
18	Dress Making	5	5	6	1	1
9	Fashion Technology	6	5	7	2	7
Computer Operator & Programming Assistant (COPA)		10	7	12	5	7
1	Hair & Skin Care	11	8	12	10	
Information Technology & Electronics System Maintenance		8	7	10	8	10
3	I.T. lab	6	5	7		
1	Employabilty Skill	6	5	7	6	7
	Total	117	93	149	6	7
					113 and Total	136