

**REQUEST FOR PROPOSAL(RFP)
For
SELECTION OF INDUSTRY PARTNER/S FOR
ESTABLISHMENT OF ADVANCED TECHNOLOGY LAB
/ CoE in**

**Robotics, Automation, IIoT and Mechatronics
at SKILL-HUB, Sahaspur, Dehradun**

Dated: 13.09.2023

**INVITED BY –
DIRECTORATE OF TRAINING AND EMPLOYMENT,
GOVERNMENT OF UTTARAKHAND**

**Office of DTEU
Directorate of Training and Employment,
Rampur road , Haldwani , Nainital ,263139 ,Uttarakhand**

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PART – 1
Directorate of Training and Employment
Government of Uttarakhand
Notice Inviting RFP

1. Directorate of Training and Employment, Government of Uttarakhand has been established with development objective of providing quality and relevant industrial training through Industrial Training Institutes (ITIs) and to increase the number of labour-market-relevant highly skilled workers through various interventions.
2. As a part of the special initiatives, The Department of Skill development and Employment (DSDE), through The Directorate of Training and Employment Uttarakhand (DTEU), Government of Uttarakhand **proposes to enter into partnership agreement with industry leaders to establish advanced technology labs at Centre of Excellence (CoE) proposed as part of Skill-Hub Sahaspur, Dehradun.**
3. One of the major objective is also to upgrade and enhance the skill levels of Uttarakhand staff and Instructors ultimately resulting in better placement outcomes for ITI graduates.
4. **The Selection Process, Eligibility and Evaluation criteria for selecting the industry** are annexed as Part -2.
5. The Forms that are to be submitted under technical proposal as well as financial proposal are annexed as Part -3.
6. It is hereby mentioned that the staffing schedule and deliverables mentioned in this RFP may be modified to some extent depending upon their suitability and in discussion with the industry partner/s.
7. Further information can be obtained at the address below during office hours from 10:00 to 17:00 hours on any working day or by writing to us on director.training@dteu.in or before 19th September, 2023, at **Directorate of Training and Employment, Rampur road , Haldwani , Nainital ,263139**. Queries can also be emailed for seeking clarifications by 19th September 2023. The proposing firm can also visit the proposed Skill-Hub site in case they wish to.
8. Proposal must be submitted through online on e-tender portal (<https://uktenders.gov.in/>) and should include firm's demonstrated capacity to provide the required expertise. Partnership proposal must be submitted before 17:00 hours on 27th September, 2023 .

Sd/-

The Director (Training),
Directorate of Training and Employment,
Rampur road , Haldwani , Nainital ,263139 ,Uttarakhand
e-mail: director.training@dteu.in

Fact Sheet

Reference	
Request for Proposal (RFP) document made available to the bidders	13/09/2023
Last date for receiving queries through email or by post (if any)	19/09/2023
Pre-Bid Meeting	20/09/2023
Last date for Bid Submission	27/09/2023
Opening of Technical Proposals & Presentation with evaluation	To be communicated
Opening of Financial proposals of Technically Qualified Bidders	To be communicated
Bid Processing Fee/Tender Fee	NIL
EMD	NIL
Performance Bank Guarantee	10% of the Component B (Lab Equipment and Training infrastructure) before signing MoA valid for 3 years.
Method of Selection	QCBS Method (Quality and Cost Based Selection Method Technical 70% and Financial 30%)
Contact Details	The Director, Directorate of Training and Employment, Rampur road , Haldwani , Nainital ,263139 ,Uttarakhand e-mail: director.training@dteu.in Website: dsde.uk.gov.in

Note:

1. DTEU reserves the right to change any schedule. Please visit the website mentioned in the RFP document regularly for the same.
2. Proposals must be submitted before the date and time mentioned in the Fact Sheet.
3. Any corrigendum or clarifications will be communicated through department website (dsde.uk.gov.in) or govt. of Uttarakhand e-tender website (<https://uktenders.gov.in/>) only.

DISCLAIMER

The information contained in this Request for Proposal (herein after referred to either "RFP") document or subsequently provided to the Bidders, whether verbally or in documentary or any other form by or on behalf of the Directorate of Training and employment, Uttarakhand herein after referred to as DTEU, or any of their employees or advisors, is provided to the Bidder(s) on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided.

DTEU reserves the right to reject any or all of the proposals submitted in response to this RFP document at any stage without assigning any reasons whatsoever. DTEU also reserves the right to withhold or withdraw the process at any stage with intimation to all who submitted the RFP document response. DTEU reserves the right to change/ modify/ amend any or all of the provisions of this RFP document. Such changes would be posted only in its website department website (dsde.uk.gov.in) or govt. of Uttarakhand e-tender website <https://uktenders.gov.in/>. Prospective bidders are requested to visit the website frequently to keep them abreast with the latest developments on this tender.

This is not an agreement and is not an offer or invitation to enter into an agreement of any kind with any party. The purpose of this RFP is to provide interested parties with information that may be useful to them in making their technical & financial offers (Bids) pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the DTEU in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP document may not be appropriate for all persons, and it is not possible for the DTEU, their employees or advisors to consider the business/investment objectives, financial situation and particular needs of each Bidder who reads or uses this RFP document.

The assumptions, assessments, statements and information contained in this RFP may not be complete, accurate, adequate or correct. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFP document and wherever necessary obtain independent advice from appropriate sources. DTEU their employees and advisors make no representation nor warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the RFP document.

TERMS OF REFERENCE

I – Objective

The DTEU aims to take up special initiatives to improve the overall quality and relevance of the ITI ecosystem in the state. One of the key factors to achieve the objective is to create world class Centre of Excellence in 9 chosen training areas including Electrical technology, Precision Manufacturing, Refrigeration and Airconditioning, Robotics and automation etc areas as mentioned in Table-1 in this section) in partnership with industry leaders and provide training to the ITI & Polytechnic students, pass outs and staff to generate highly skilled manpower for the country.

The current RFP is for selection of industry leader/s to partner with for establishment and operationalise advanced technology lab/ CoE in Robotics, Automation, IIoT and Mechatronics at our Skill-Hub campus.

II – Background

The Uttarakhand state was carved out of Uttar Pradesh in the year 2000 and since then it has seen tremendous growth and development. The state offers diverse agro-climatic zones making it an ideal destination for high value-added niche agro-based industry, horticulture and floriculture. With its pristine mountains and presence of many spiritual destinations, the state's tourism sector has been seeing a good growth. Other relevant industry sectors in Uttarakhand include automotive, hydropower, engineering and allied industries, electronics & ESDM, healthcare, etc. The Govt's State Infrastructure and Industrial Development Corporation (SIDCUL) has mega industrial zones across the state with some of the biggest names such as TATA, Hero Honda, Nestle, Ashok Leyland, ITC etc. having large scale industrial activity. The state's multiple incentives, concessions, subsidies to the industries, makes it one of the best Himalayan states in attracting the private sector investment. The state also concluded a very successful investor summit in 2018 which focused on bringing huge investments across 12 identified sectors and also planning for a large investor meet in 2023 also. Initiatives like these will further accelerate the pace of economic development in the state.

While the industrial growth scenario looks bright, there are challenges when it comes to relevant employment opportunities for the people of the state. The heavy migration from the hills to the plains and further towards Delhi NCR continues at an alarming rate. As per the UNDP report published in 2017, the unemployment rate in the state has doubled from 2.1% in 2004-05 to 4.2% in 2017. The numbers are even higher when we consider the youth in the age bracket 15-29 years.

On considering these 2 aspects, it is very evident that there is a need to bridge this gap through concerted efforts in a more structured and concise manner. Keeping this in mind, the state desires

to work towards improving the ITI ecosystem, creating a workforce that will be address the manpower needs of the industries.

III - The Concept of CoE

Skills and knowledge are the driving forces of economic growth and social development for any country. Countries with higher levels and better standards of skills adjust more effectively to the challenges and opportunities in domestic and international job markets.

Centre of Excellence (CoE) is a body that provides leadership, advanced trainings & research, support, best practices, training of trainers and skill training for a specific sector/s. The literal meaning of a Centre of Excellence is – ‘A place where the highest standards are maintained.’ Centre of Excellence in skilling ecosystem is envisioned to be one stop resource centre, established/working in partnership with industry to raise training standards, boost productivity, address emerging skill gaps and align training & research with industry needs.

With the intent to overcome skill demand-supply mismatch especially with advancements in the technology through robotic process automation and artificial intelligence, Industry 4.0 etc DTEU under DSDE, GoUK envisages to establish CoEs that could cater to the requirement of highly skilled labor force and also raise the overall aspiration levels in ITI Trainees of the state to learn better and to have continuous supply of skilled workforce and disseminate best practices.

State is keen to partner with an industry leader/s with global brand value and with experience in establishing and successfully running similar CoE in partnership with Government thereby delivering high quality industry relevant skill trainings and provide suitable employment (wage/self) opportunities for the ITI graduates.

The client desires to create Centres of Excellence – Advanced Training Institute in joint partnership at selected location for training ITI pass outs, ITI trainees, Diploma pass-outs and also Btech pass-outs 1. Provide a scope for highly skilled technical workforce for the industry, 2. Build an aspirational ecosystem for the technical trainees, 3. Finishing school and Placement hub for the GITIs, 4. Create micro modules for improving the technical standards of GITI Trainees, 5. Act as a ToT Centre for Instructors from Uttarakhand and other nearby states, 6. Center for up-skilling industry employees.

IV - The Training Areas:

There are 9 training areas of government’s interest chosen after a lot of research and discussions with the industry. DTEU proposes to release RFPs in each of the training areas and select the most

suitable and cost effective proposals from the finalised proposals. The CoEs are categorised under two types: Exclusive and Integrated.

It is observed that the training areas proposed are all inter-linked and there are many organizations working in multiple fields with products and services spread across training areas. (Example a company which is into precision manufacturing may also be into robotics and automation, similarly a company into Electrical technology may also be providing solutions in Automation etc).

To result in a cost effective and comprehensive solution, DTEU is promoting the idea of integrated model wherein though the primary training area is the same as for which the RFP invitation is floated, the integrated model in addition to the exclusive model will have add-on training areas where-in the bidding organization shall propose few more additional equipment related to other training areas mentioned above but is able to provide significant benefit in terms of comprehensiveness in terms of course or job role coverage and cost effectiveness to the proposal.

Since there might be additional cost involved, few additional points are awarded to the integrated proposals during the evaluation. In these cases, the most preferred proposal might result in 3 outcomes:

1. Selected for Setting up Exclusive CoE.
2. Selected for setting up Integrated CoE
3. Cancellation of the RFP if the respective training area is covered under Integrated model of another CoE (selected from other RFPs) of preference / economically unviable for the DTEU.

Various conditions like student aspiration, job roles and job opportunities, pay-scales, future of the proposed technology, cost-effectiveness or Social Return on Investment (SROI), sustainability will determine the decision of DTEU considering limited space and budget.

Table – 1: Training Areas:

S.No	Training Area
1	Electrical Technology
2	Precision Manufacturing
3	Robotics, Automation, IIoT and Mechatronics
4	Pneumatics and Hydraulics
5	Fire and Safety
6	Advanced Welding Technology
7	Industrial and machine maintenance
8	Industrial Refrigeration and air Conditioning
9	Plumbing

*Invitations for RFPs for each of the training areas mentioned above are available on <https://uktenders.gov.in/>

VIII - The CoE Partnership Model Proposed

The CoE shall be established in a joint partnership of State Govt. and a leading industry player in a selected training area. The potential Industry partner in the CoE shall play a leading role in the design, setup and operationalization of the CoE; this includes selection of training modules, curriculum design, conduct trainings by deployment of trainers, industry-recognized certifications and facilitate placements.

The DTEU shall provide the physical infrastructure (in the form of Bare shell) and oversee the overall finance and administration of the proposed CoEs. While day to day technical and training operations shall be handled by the faculty of industry partner, the overall administration of the CoE shall be led by head of Skill-Hub Sahaspur where the CoEs are established.

Since the role of industry partner is diverse and crucial, an Industry leader with equal commitment, proven overall capability and reputation will be preferred for the partnership.

IX - Key Features of Proposed CoE

- The CoE will be set up in a specific technical domain (selected based on training and industry needs in the state) in partnership with a leading industry demonstrating the required technical and training capabilities and high commitment to the partnership and skilling agenda.
- Each CoE Lab is expected to train and generate 100 to 240 highly skilled manpower annually, trained in modules as per industry and market requirements.
- The target beneficiaries shall include all Trainees of technical institutions in the state and also the technical workforce working in Uttarakhand and nearby states.
- The agreement will be for a period of 3 years reviewed and revised after every 12 months. The review and revision of the agreement will be based on performance of CoE. The assessment and evaluation on parameters including student turnout, industry response in terms of employment, increase in salaries etc will be considered while revising the MoU. Moving forward, the aim is to make the CoE autonomous and self-governing under the State Govt. For this, the partnership plan with industry will include a gradual transfer of knowledge required to make the CoE self-sustainable.

VII – Functions and Responsibilities

- To conduct high Quality Training in the proposed technologies / Training areas with special focus on upskilling ITI pass-outs especially covering the skills required for the high paying advanced and futuristic jobs

- To develop association between academia and industry for the benefit of the GITIs in the long run.
- To establish a sound new institutional base for technical training within the existing physical infrastructure allotted for establishing CoEs in Skill-Hub.
- To develop trades specific micro training modules for ITI Trainees and conduct ToTs in the respective trades.
- To develop and offer at least 2 training courses (student paid /govt. sponsored and preferably for a duration not more than 4 months) at par with international standards.
- Stand as an inspiration to all the ITI Trainees to be skilled for international standards
- Act as a finishing school for technically advanced job roles.
- To foster relations across countries, industry and other Industrial associations in establishing collaborations for placements of trained candidates in reputed Organizations.
- To preferably establish an Entrepreneurship and Innovation cell.

Industry Partner Role:

- Be the technology partner for the project advising and offering the course curriculum
- Design and setup the entire Lab including Facility development like electrical, specialised flooring (if required) and any other work required
- Advise, Supply and install the required hardware with latest Technology for the courses
- Provide trained manpower to deliver the training (will be reviewed and revised accordingly in line with the progress and performance of CoE from year 2 onwards)
- Assessment and certification of the trainees in these technologies.
- Provide necessary warranty and maintain the COE hardware and upgrade the software versions (if any) as and when they get enhance for 3 years.
- Prepare e-content in the form of micro modules for the benefit of all GITI Trainees
- Conduct workshops on micro modules to all the GITI Trainees
- Facilitate industry linkages and placements for the certified trainees.

Department Role:

- Provide the required dedicated space in the form of bare shell
- Manage and run the administration and operations of the COE other than training
- Do the branding and marketing of the CoE and courses offered across the state
- Manage the mobilization of trainees and enrolment process.
- Reimburse for the costs of the trainers employed by Industry partner as agreed.
- Provide the cost of administration and other operational expenses of the centre
- Post placement tracking and support to the Trainees after placement

- Procure and provide consumables from year 2 onwards.

X - SPECIAL INSTRUCTIONS AND CLARIFICATIONS

- The Bidder shall submit one proposal for each of the training areas interested.
- The Proposal and partnership are comprehensive in nature and includes five components as detailed under table-3 part 2. Component A: Facility Development, Component B: Lab equipment, Training infrastructure and consumables (first year), Component C: Operational expenses, Component D: Other miscellaneous equipment or add-ons which does not fit into above components shall be finalised on case-to-case basis.
- Each Lab is of two types, **Exclusive** (for respective training area) and **Integrated** (add-on equipment from other training areas mentioned in the Table -1 of Part -2. The proposal should clearly mention if a part of other training area is being covered in the lab and courses designed for primary training area.
- Integrated Lab is proposed if more than one training area is planned in single lab with few additional equipment. This model has one Primary Training area to which maximum equipment is mapped, courses and placement are mapped. Add-on is the part of the lab which with minimum equipment and using the equipment proposed in the primary training area can extend the courses and cover the other training area.
- The Bidder is suggested to avoid integrated Lab unless there is a special and strategic advantage. However, since this model can provide substantial benefit to the government and improve SROI, some extra points are being awarded to the bidder in the proposal.
- The Bidder is supposed to consider the need of the department which is procurement of meaningful technology, and provide high-end futuristic and high paying and long-term meaningful jobs through quality skill development.
- No hard copy is entertained and the entire proposal (Technical and Financial) is to be submitted online.

Part-2

Selection of Industry Partner Eligibility & Evaluation Criteria

1. SELECTION PROCESS:

The Selection process has 3 Stages: The proposing firm shall submit their proposal in response to this request for partnership proposal.

1.1 Stage 1: Screening for Eligibility: the proposing firms will be screened for eligibility as per the eligibility criteria mentioned below and only those qualifying through the eligibility will be further evaluated.

1.2 Stage 2: Technical Evaluation: The proposal eligible in stage 1 will be evaluated as per the criteria mentioned in table 2. Apart from all the documents submitted as mentioned in the checklist, the selection committee (comprising of Department heads, Other Government officials, Technical and strategy experts) as part of evaluation selection committee may call for a presentation before finalizing the scores and selecting the industry partner/s for each of the sectors / Labs.

*The Bidder will submit one technical proposal which shall be used for screening for eligibility and Technical evaluation.

1.3 Stage 3: Evaluation of financial Proposal and Partner Selection through QCBS

For financial evaluation, Average cost of training one candidate per day shall be considered for financial proposal (excluding Goods and Services Tax GST). GST shall be payable extra. The evaluation committee will determine whether the financial proposals are complete.

The Bidder shall consider

The lowest financial proposal (F_{Min}) will be given a financial score (S_F) of 100 points. The financial scores of other proposals will be computed as follows:

$$S_F = 100 * (F_{Min}/F)$$

Where,

S_F = Financial Score of given financial proposal, F_{Min} = Amount of lowest bid,

F = Amount of given financial proposal

Final Selection: Combined evaluation of Technical and Financial Proposals:

Proposals will finally be ranked according to their combined Technical (S_T) and Financial (S_F) scores using the weights indicated in the Data Sheet:

$$S = (S_T * T) + (S_F * F)$$

Where,

S = Combined Score

S_T = Technical Score out of 100

S_F = Financial Score out of 100

T and **f** are values of weightage for technical (70%) and financial (30%) proposals respectively as given in the Fact Sheet.

A Bidder with a having the **maximum combined score (S)** shall be declared as the **most preferred bidder (H-1)**.

2. Eligibility and Evaluation criteria for Selection of Industry Partner - CoE

2.1 Table 2- Eligibility Criteria

S.No	Eligibility Criteria	Documents to be Submitted
1	The firm should be in business in India for the last 5 years.	Copies of Registration, PAN, GST, etc.
2	The firm should have experience of setting up at least 1 CoE (or Advanced Technology Lab) (establish and run / establish and atleast provide training content and TOT) in the relevant area	Rental agreement / MoU/ Purchase orders / Client certificates / other relevant evidence along with photographs (8 - 10) of the established CoE
3	The firm should have an average annual turnover of at-least INR 100 crores in the last three financial years.	Audited Financial reports of 2019-20, 2020-21, 2021-22

Note:

1. Only the proposals qualifying the eligibility criteria will be considered for technical evaluation. The proposing firms are requested to self-evaluate the evaluation criteria and minimum score before preparation and submission of the proposal.
2. Please refer to the formats provided in Part -3 for documentation and provide all required attachments.
3. Only Organizations into the business of production, manufacturing and sales along with strong brand value in India are encouraged to apply.
4. For Eligibility Criteria S.No 2, experience of Setting up at least 1 CoE / Advanced technology Lab, it is to note that supply and installation of machinery as a part of regular academic lab in ITIs, Polytechnic colleges, Engineering colleges and universities for regular courses shall not be considered as an advanced technology lab.

2.2 Table -3 – Evaluation Criteria

S.No	Parameter	Weightage	Points allotted	Documents to be submitted
1	Experience - Experience of Setting up similar CoEs	20	20- Setup 5 or more CoEs / Advanced training Labs	Partnership agreements / rental agreements & photographs (8 - 10) per

			10 – Setup at least 3 CoE Advanced training Labs 5 – others	CoE / Advanced training Labs
2	Strategic Alignment and Plan - strategic plan proposed and its alignment with the context of the state and its beneficiaries	30	Qualitative - As evaluated by the Selection Committee based on plan and presentation	Strategic Plan, market relevancy of modules, equipment and lab planning, lab design, resource optimization, proposed certification etc
3	Sustainability - scope to be self-sustainable in future	20	Qualitative - As evaluated by the Selection Committee based on plan and presentation	Self-sustainability strategy in the long run, training cost optimization, Social Return on investment etc
4	Placement Strategy and Industry connect	20	Relevant opportunities identified Vs No. of candidates proposed to be trained in an year (Ratio) 15 – 2:1 and above 10 – 1:1 and above 5 - Others	Opportunities available / tied-up for next one year. Formal agreements of placement tie-ups or Letter of Intents from client organizations.
5	Integrated Lab model	10	10 - Fully integrate another training area with limited additional equipment and resources offering course and placement benefits. 5 – Integrate with no identified placements 0 - Others	Proper Justification and overall advantage including resource optimization, cost benefit etc to the department by considering integrated lab model.
Total Marks		100		

*Eligible proposals will be evaluated on various parameters and scored as per the criteria and metrics mentioned below.

2.3 Table 4- Financial Bid criteria

S.No	Criteria	Calculation
1	Avg. Trainee training cost per day	$= \frac{\{\text{Total Project Cost (List price)} - \text{Educational discount in value}\}}{\{\text{One-time training capacity (no. of trainees)} * 855 \text{ days}\}}$

<p>Calculation Example (If Total capex is INR 1,50,00,000 Opex INR 90,00,000 Total educational discount is Rs. 25,00,000 One -time training capacity is 40 trainees</p>	<p>Avg. Trainee cost per day = $(15000000+9000000-2500000) / (40 * 855) = \text{Rs. } 628 \text{ per day.}$</p>
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*All the trainings are proposed to be full day trainings and all the costs mentioned are exclusive of GST.

** Consumables for year 2 and year 3 though not included in the project cost / offer price have to be added to calculate the average trainee cost per day.

2.4.1. COVER 1: Documents to be enclosed in the Technical Proposal

1. Eligibility Criteria Checklist of attachments: (Forms 1 to Form 6)
 - a. Organization Registration / Incorporation Certificate
 - b. PAN
 - c. Work Agreement / Experience certificate / Rental agreement along with 10 photographs of One CoE (Maximum 2 CoEs).
 - d. Last 3 year Financial Turnover proof audit statements.

2. Evaluation Criteria Checklist: (Form 7 to Form 10)
 - a. **Experience:** relevant evidence of centre / advanced lab existence
 - b. **Strategic alignment and Feasibility:** Overall Strategy, Market research and course relevancy, Course details including but not limited to duration, alignment to the basic course, reason for proposing the courses and labs, pedagogy, Soft skills and Life skills modules, brief skill gap analysis, Lab Capacity utilization, expected industry recruiters, proposed certification pattern, duration of the training, sustainability plan, ToT capabilities etc.
 - c. **Sustainability:** financial plan especially to manage opex (Maintenance, Consumables and Staff salaries for the next 7 years. (Considering the Lab life is 10 years) including the future outcomes and Social return on Investment.
 - d. **Placement strategy and Industry connect:** Market research on prospective job opportunities available or future predictions / projections, industry presence, industry connect etc
 - e. **Integrated Lab Model:** Proper justification of how few additional equipment will enhance the value of the lab or SROI of the Lab.

2.4.2 COVER 2: Financial evaluation Checklist:

(Form 10 and Excel sheet)

- a. Avg. Trainee training cost per day: Derived from the Total Project cost (Capex and Opex for 3 years), Educational discount offered to DTEU on the project, One-time capacity of the training program and Number of effective training days (285 per year and 855 days for 3 years)

Pls Note:

- a) Department in the process can ask for any clarifications required and additional documents during any stage of the project.

- b) Only the proposals scoring **60 points and above in technical evaluation will be considered for financial bid opening.**
- c) The proposal has to be designed considering the space availability, financial feasibility, capacity utilization etc
- d) The proposed project cost is indicative and is subject to change and (especially CoE Facility development cost). DTEU **reserves right to negotiate (both on price and quantity) before finalization of the proposal.**
- e) DTEU envisages to establish the CoE by March 2024 and plan to procure required lab equipment by February 2024.
- f) Classroom facility if required for training need to be mentioned separately as given in the form. The proposal to include the classroom infrastructure (in-case proposed) and the space required separately.
- g) The decision of the DTEU Selection committee shall stand final.
- h) The proposing organization to provide all the required details since the evaluation committee may not consider requesting for additional clarifications and take a decision based on the document submitted.
- i) The experience of material supply to private of government organizations as part of standard curriculum shall not be considered as relevant experience of establishing CoE / Advanced technology lab.
- j) The Labs proposed may be integrated covering one or more training areas. However the bidder should ensure to clearly mention the core training area and mandatory equipment as prescribed in the formats.
- k) Special points for integrated lab is provided more to offset the additional cost associated. However it is deemed that integrated lab if planned correctly will result in better utilization of fund, resources.
- l) Please provide the specifications and justification for core equipment or machinery proposed as provided in the formats.
- m) The MRP / List price quoted are always subject to verification.
- n) The proposing organizations maybe asked to provide a detailed presentation on the proposal to the Technical Evaluation Committee before allotting final score.

2.5 OTHER DETAILS:

Table-1 Resource requirement matrix

Below mentioned are the expected staff requirements for the CoE.

S.No.	Level / # of positions	Desired Qualification and Experience
2	Sr. Trainers / Master Trainers	B.E/B.Tech with at-least 3 years / Diploma with at-least 6 years of total work experience. Demonstrated experience of at-least 3 years in relevant industry. Candidate having ToT experience is preferred. Technically knowledgeable and strong domain experience and expertise are mandatory requirements. Job role includes training session design, ToTs, micro module design and delivery, best practices, class trainings and conducting workshops etc.

3	Jr. Trainers	<p>B.E/B.Tech with atleast 1 years / Diploma with at-least 3 years of total work experience. Demonstrated experience of at-least 1 years in relevant industry. Experience of training ITI / polytechnic Trainees is desired. Technically knowledgeable and strong domain experience and expertise are mandatory requirements. Job role includes training ITI passouts, training the Trainees, micro module delivery and conducting workshops etc.</p>
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*All other required staff (administration) will be designated as per the requirement by the state.

**The above-mentioned qualifications are minimum

Table - 2: Expected Timelines

Tentative timelines DTEU expects the industry partner to Establish the CoE.

S.No	Particulars	Timelines	Details / Remarks
1	Detailed Project Report including Master Plan and schematics	T* + 15 Days	The industry partner shall prepare an DPR after signing the agreement, which shall include the following- (a) Physical visit to the Centre (b) Finalise the CoE design (c) List of equipment, training infra and any other software to be procured (d) procurement, delivery and installation schedule (e) Staff deployment schedule (f) etc.
2	Supply of Equipment	T + 3 month	Includes all the Equipment, accessories and consumables as agreed in MoA.
2	Facility Development and installation	T+ 4 month	(a) Installation of the equipment. (b) Testing the equipment (c) Completing the Facility Development works.
3	Centre setup Completion	T + 5 month	(a)Share the final centre readiness report including course curriculum, content, readiness and trainer availability etc. (b) finalise all the relevant content for all the courses.
4	Inauguration and Training Batch Inception	T + 6 Month	Industry Partner shall start trainings to the candidates mobilised and sponsored by department accordingly and conduct trainings under various categories like proposed skill courses, ToTs, Micro module workshops etc.

*Date of agreement.

Proposed Disbursement schedule:

The disbursement schedule will be in line with the mutually agreed work completion and general norms and procedures of the government. The proposed model is mentioned below for reference and subject to minor changes after discussions and mutual agreement with the industry partner finalised.

Table -3: Tentative Disbursement schedule

S · N o	Particulars	Tranche & expected Date	Percentage Release	Details / Remarks
1	Signing of MoU and submission of project plan	1 st Tranche - 1 st Month	10% of component A and B	Advance amount within 15 days from the date of MoU and submission of project plan
3	Supply of all lab equipment	2 nd Tranche, 3 rd Month	80% of Component B	Supply of all the required machinery, accessories and consumables as mentioned in the component B
4	Facility Development and Installation of all lab equipment	3 rd tranche 4 th Month	80% of Component A + 10% of Component B	Installation of all major equipment and verification
5	CoE lab and setup completion and training Readiness	4 th Tranche, 6 th Month	10% of Component A	Final verification and technical inspection for readiness of the CoE Lab for training.
6	CoE Staff Salaries and Other Operating Expenses	Recurring expenditure – Quarterly Basis	Q2 to Q12 Component C	Reimbursement every Quarter on recurring basis starting from the date of staff deployment at the CoE (as per the continuity and revision of the agreement)
7	Others	5 th Tranche, 6 th Month	100% of Component D	Post supply and successful installation (will be decided on case-to-case basis)

Pls note:

The proposing industry leader has to clearly consider and mention the costs of **Component A, B, C and D** in project financial plan and will indicate **partner contribution / Education Discount (ED)** in terms of proprietary equipment and other equipment / tools etc and **Estimated project investment (PI)** by government for upgrading the facilities, procurement of equipment from open market and operating expenses.

- **Component A:** all the facility development works including, partitions, structures, building or equipment erections painting, Floor works, branding material etc considering the **space availability and status of the physical infrastructure available / planned.**
- **Component B:** All the procurement and installation of Lab equipment and training infrastructure.
- **Component C:** Expenditure of staff salaries and other consumables (if any). Other admin costs including electricity, water etc and admin and support staff will be managed by the institute. Billing for Component C will start not before

- procurement of equipment and will be decided mutually at the time of agreement)
- **Component D** : Any add-ons suggested which donot fall under the component A,B or C like Solar power, Generator Back-up etc to be listed and quoted separately. These will not be considered as a part of project cost and shall be discussed and considered and procured / on case to case basis.
 - Component C will be reviewed and revised on considering the performance and progress of the CoE on yearly basis.

PART – 3
(Cover 1)
(Formats for Technical Proposal)

FORM-1: FORMAT OF POWER OF ATTORNEY FOR SIGNING OF APPLICATION

(To be submitted along with covering letter)

Know all men by these presents, We..... (name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr/ Ms (name), son/daughter/wife of and presently residing at, who is presently employed with us and holding the position of, as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our proposal for Selection of Industry partner/s for establishment of advanced technology Lab at Sill Hub, GITI Sahaspur in Dehradun, Uttarakhand in partnership with DTEU (**Directorate of Training & Employment, Uttarakhand (DTEU), Govt of Uttarakhand**) including but not limited to signing and submission of all information, proposals, quote and other documents and writings, participate in Pre-consultation meet and other conferences and providing information/ responses to the DTEU, representing us in all matters before the DTEU including negotiations with the DTEU, signing and execution of all contracts including the Memorandum of Agreement and undertakings consequent to acceptance of our proposal, and generally dealing with the DTEU in all matters in connection with or relating to or arising out of our proposal for the said partnership for establishment of advanced technology Lab.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE,, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF 2.....

For

(Signature, name, designation and address)

Accepted

.....

(Signature)

(Name, Title and Address of the Attorney)

Witnesses:

1. _____

2. _____

Notes:

- *To be executed on Rs.100 stamp paper*
- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*

FORM-2: FORMAT OF THE COVERING LETTER

Date:

Place:

To,
The Director (Training),
Directorate of Training & Employment,
Rampur road , Haldwani , Nainital ,263139 ,Uttarakhand
e-mail: Director.training@dteu.in

Dear Sir,

Sub: Partnership for establishment of Advanced Technology Lab / CoE in Robotics, Automation, IIoT and Mechatronics at Skill Hub, Sahaspur ,Dehradun

Please find enclosed our proposal in respect of the Partnership for establishment of Advanced Technology Lab in Skill Hub, Sahaspur, in response to the Request for Proposal (RFP) Document issued by the **Directorate of Training & Employment, Govt. of Uttarakhand** dated _____.

We hereby confirm that:

1. The proposal is being submitted by _____ (name of the Bidder) who is the bidder, in accordance with the conditions stipulated in the RFP.
2. We have examined in detail and have understood the terms and conditions stipulated in the RFP Document issued by DTEU and in any subsequent communication sent by DTEU. We agree and undertake to abide by all these terms and conditions. Our proposal is consistent with all the requirements of submission as stated in the RFP or in any of the subsequent communications from DTEU.
3. The information submitted in our proposal is complete, is strictly as per the requirements as stipulated in the RFP, and is correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our proposal. We acknowledge that the DTEU will be relying on the information provided in the Proposal and the documents accompanying such Proposal for partnership of Bidders for the aforesaid CoE, and we certify that all information provided in the Application and in **Forms 1 to 10** is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying such proposal are true copies of their respective originals.

4. We acknowledge the right of the DTEU to reject our proposal without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
5. We satisfy the legal requirements and meet all the eligibility criteria laid down in the RFP. We certify that we have not been blacklisted by any public authority for breach on our part.
6. This proposal is unconditional and we hereby undertake to abide by the terms and conditions of the RFP.

This Proposal is made for the express purpose of partnership for Partnership for establishment of Advanced Technology Lab / CoE in Skill Hub with the following details:

Lab Name	
Total Area	
Exclusive or Integrated	
If integrated, Add-on Training Areas	1
	2
Hybrid Lab / Lab + Classroom	
Total One-time capacity	

In witness thereof, we submit this Proposal under and in accordance with the terms of the RFP document

For and on behalf of:

(Company Seal)

Signature :

Name :

Designation :

(Authorized Representative and Signatory)

FORM-3: DÉTAILS OF THE BIDDER

Name and Details of the Bidder and Authorized Representative:	
Name of Organization	
Regd.. / Head Office Address:	
Phones	
Mobile	
Email	
Website	
Name of Authorized Representative	
Designation	
Mobile	
Email	

For and on behalf of:

(Company Seal)

Signature :

Name :

Designation :

(Authorized Representative and Signatory)

FORM-4: NUMBER OF YEARS OF EXISTENCE IN INDIA

Legal Constitution of Bidder:

(Eligibility Criteria – 1 of Table 2 in Part -1)

1. Status / Constitution of the Firm:
2. Name of Registering Authority:
3. Registration No.:
4. Date of Registration:
5. Place of Registration:

For and on behalf of:

(Company Seal)

Signature :

Name :

Designation :

(Authorized Representative and Signatory)

Note: Please provide copy of the registration certificate from the appropriate Registering Authority and PAN as attachments for this form.

FORM-5: EXPERIENCE OF ESTABLISHING COE/s

Experience of Establishing at least 1 CoE (or Advanced Technology Lab) in the last 5 years (establish and run / establish and provide training content and TOT): (Eligibility Criteria – 2 of Table 2 in Part -1)	
CoE / Advanced Technology Lab Name	
Address:	
Contact Details	Center In-charge Number: Email:
Scope of the Bidder in the project: (Supply of equipment, facility development responsibility, ToT, Courses and content delivery, training delivery and operations etc.	

For and on behalf of:

(Company Seal)

Signature :

Name :

Designation :

(Authorized Representative and Signatory)

Note: Please provide the rental agreement / MoU / PO / Client certificate etc and 8 to 10 photographs and other details to establish the experience clearly.

In-case of doubt the organization may submit details of 2 labs to avoid dis-qualification

FORM-6: FINANCIAL STANDING – AVERAGE ANNUAL TURNOVER

Certificate from the Statutory Auditor regarding Annual Turnover of the Bidder in the immediately preceding 3 Financial Years (FY 2019-20, FY 2020-21 & FY 2021-22)

Based on its books of accounts and other published information authenticated by it, this is to certify that (Name of the Bidder) had, over the last three Financial Years, an Average annual Total Turnover of Rs. Crores, as per year-wise details noted below:

Average Annual Turnover in the immediately preceding 3 Financial Years	
Financial Year ending 31st March	Total Turnover (In Rs. Crores)
FY 2019-20:	
FY 2020-21:	
FY 2021- 22:	

Name of the audit firm/ Chartered Accountant:

Seal of the audit firm:

(Signature, name and designation and registration Number of the Chartered accountant)

Date:

Note:

Please provide certified copies of Audited Financial Statements of the firm for the immediately preceding three financial years. In the case of Printed annual reports certification is not required.

FORM-7: EXPERIENCE OF SETTING UP SIMILAR COEs

Experience of Establishing CoE (or Advanced Technology Lab) in the last 5 years (establish and run / establish and provide training content and TOT)

S.No	Coe Name	Location	Year of establishment	Training Area / s	Area (SFT)	Scope of Bidder
1						
2						
3						
4						
5						

<i>List of Attachments</i>	<i>Page Numbers</i>

For and on behalf of:

(Company Seal)

Signature :

Name :

Designation :

(Authorized Representative and Signatory)

Note: Please provide sufficient evidence for for the above mentioned experience along with photographs and few highlights / features of the CoE.

FORM-8: STRATEGIC ALIGNMENT AND SUSTAINABILITY PLAN

Strategic Alignment and Plan - strategic plan proposed and its alignment with the context of the state and its beneficiaries

(Eligibility Criteria – 3,4 of Table 3 in Part -1)

Few Suggested topics to be included in the strategic and sustainability plan:

About the Organization, About Industry (Market research and forecast), technology, Overall Plan and strategy including lab/s proposed, lab design, add-on areas, training methodology, Integration with existing academic curriculum etc.

Courses proposed, model year plan, Capacity Utilization calculation etc

Major machines / equipment proposed, specifications, other details and justification

Sustainability plan, long-term strategy (after the agreement period), Social Return on Investment, scope and plan for fee based models, capacity building. Nurturing the Industry interface etc

Please include the below mentioned tables as part of this form.

Table: Form 8/Table-1 (Please ensure to maintain table numbering as prescribed)

Lab Name (Lab Number)		
Parameters	Details	Additional Details / Justification
Total Physical Area (SFT)		
Exclusive or Integrated		
If integrated, Add-on Training Areas	1	
	2	
Hybrid or Lab +Classroom		
One-time training capacity		
Flooring		
Air-Conditioning		
Power Back-up		

Table: Form 8/Table-2A/Courses / Primary Training area

S.No	Course Name	placement-oriented Yes / No	Duration (Hours)	Eligibility / Qualification	Specialization (If any)	Batch Size	Reasons for proposi ng the course
1							
2							
3							

* Up-skilling / Add-on / Undergrad / ToT / workshops etc may be mentioned separately.

Table: Form 8/Table-2B/Courses / Add-on Training areas

S.No	Course Name	placement-oriented Yes / No	Duration (Hours)	Eligibility / Qualification	Specialization (If any)	Batch Size	Reasons for proposi ng the course
1							
2							
3							

Table: Form 8/Table-3A/BOM – Primary Training Area / Equipment and training infra

S.No	Equipme nt / Module Name	Item	Equipment Name	Specifications	UoM (Units of Measur ement)	Qty	List Price
1							
2							
3							

*Consumables for first year have to be included as equipment and training infra

Table: Form 8/Table-3B/lab1/BOM – Add-on Training Area 1/Equipment and training infra

S.No	Equipme nt / Module Name	Item	Equipment Name	Specifications	UoM (Units of Measur ement)	Qty	List Price
1							
2							
3							

*Mention BOM of each Add-on training area separately.

** Consumables for first year have to be included as equipment and training infra

Table: Form 8/Table-4A/Opex – Primary Training Area / Operating cost and Consumables (2nd year onwards)

S.No	Type of Expendit ure	Expenditur e Item	Description	Qty	Per unit cost	Cost per annu m	Cost for 3 years
1							
2							
3							

Table: Form 8/Table-4B/Opex – Add-on Training Area / Operating cost and Consumables (2nd year onwards)

S.No	Type of Expendit ure	Expenditur e Item	Description	Qty	Per unit cost	Cost per annu m	Cost for 3 years
1							
2							

3							
---	--	--	--	--	--	--	--

Table: Form 8/Table-5A/Facility development / BOM – Primary Training Area

S.No	Type of Expenditure	Expenditure Item	Description	Cost
1				
2				
3				

Table: Form 8/Table-5B/Facility development / BOM – Add-on Training Area 1

S.No	Type of Expenditure	Expenditure Item	Description	Cost
1				
2				
3				

Table: Form 8/Table-6A/BOM Summary/ Exclusive

S.No	Component	Total Cost (List Price INR)
1		
2		
3		

*Submit in-case of exclusive lab

Table: Form 8/Table-6B/BOM Summary (Integrated)

S.No	Primary Training area / Add-on Training Area	Training area name	Component	Total Cost (List Price INR)
1				
2				
3				

*Submit in-case of integrated lab proposal

For and on behalf of:

(Company Seal)

Signature :

Name :

Designation :

(Authorized Representative and Signatory)

Note:

- *Add-on training area tables to be mentioned only in the case of proposal for integrated Lab.*
- *No specific format, however bidder is expected to provide a detailed plan on the design, equipment, justification on the equipment, quantity and optimization.*
- *Please mention details of each Lab separately.*
- *Consumables for first year has to be added in BOM of training equipment and*
- *Provide specifications for all the important machinery or modules or kits proposed with sufficient justification.*
- *Please maintain the headings formats for each of the table provided under this form.*

FORM-9: COMPANY TIE-UPS FOR PLACEMENTS

Company Tie-ups for Placements (Evaluation criteria – 4 of Table 3 in Part -1)

S. No	Course	Company Name	Contact Person name, Designation & Contact Number	Number of Candidates Required	Description for the Type of Post & Salary Range
1					
2					
3					
4					
5					

<i>List of Attachments</i>	<i>Page Numbers</i>

For and on behalf of:

(Company Seal)

Signature :

Name :

Designation :

(Authorized Representative and Signatory)

Notes

1. Please provide documentary proof for the claim in the form of a letter of interest from potential employers in the following format:

PART – 3
(Formats for Financial Proposal)

FORM - 10: FINANCIAL QUOTATION

FORMAT FOR FINANCIAL PROPOSAL

Date :

Place :

To,

**The Director (Training),
Directorate of Training & Employment,
Rampur road , Haldwani , Nainital ,263139 ,Uttarakhand
e-mail: Director.training@dteu.in**

Dear Sir,

**Sub: Selection of Industry Partner to Establish and operate Advanced Technology Labs / CoE
at Sahaspur, Dehradun, Uttarakhand in Robotics, Automation, IIoT and Mechatronics.**

1. We have gone through the RFP Documents and annexure thereto and I/We agree to abide by all the Terms and conditions mentioned therein.
2. We, the undersigned offer to provide the above-mentioned equipment, facility development and Training Services for the above-mentioned Assignment in accordance with the terms and conditions contained in the RFP Document supplied to us and quote our cost as mentioned underneath:
 - i. Total Project Cost (excluding Consumables for year 2 and 3) (INR): _____
 - ii. Total Educational Discount (INR): _____
 - iii. Offer Price : INR _____

3. Per-Day average Trainee cost:

S.No	Parameter	Details	Value
1.	Total Offer Price + Cost of Consumables (2 nd and 3 rd year)	Offer price includes establishment cost operation expenses and year 1 consumables	

2.	Total One-time capacity	No. of trainees that can be trained at once	
3.	Average trainee cost per day (calculated for 3 years)	Cost for 3 years (Offer Price + Consumables for year 2 and 3) / (one-time training capacity (no.s) X 855 days)	

For and on behalf of:

(Company Seal)

Signature :

Name :

Designation :

(Authorized Representative and Signatory)