

REQUEST FOR PROPOSAL (RFP)

Selection of Agency for Setting up and Operating of Centre of Excellence for Paramedical and Allied Health Care Sciences in PPP Model for Delhi Skill and Entrepreneurship University (DSEU)

Tender Ref. No. [04/DSEU/2021]

Dated 20th May 2021

Issued by

Delhi Skill and Entrepreneurship University,
Integrated Institute of Technology Complex,
Sector 9, Dwarka, New Delhi-110077

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Submission of proposals under RFP mode doesn't guarantee evaluation or allocation of work. Under no circumstances will DSEU be held responsible or liable in any way for any claims, damages, losses, expenses, costs or liabilities whatsoever (including, without limitation, any direct or indirect damages for loss of profits, business interruption or loss of information) resulting or arising directly or indirectly by application or non – application to this RFP.

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1. INVITATION FOR BID

1.1 Issuer

- a. Government of NCT of Delhi has set up the Delhi Skill and Entrepreneurship University (DSEU) which is envisioned to be a world-class institution that provides quality education in applied sciences and skilling, has close industry linkages, focuses on market readiness, promotes innovation and entrepreneurship, delivers lifelong learning opportunities to candidates, and provides a trained and employable human resource that can drive Delhi and the nation's economic growth. It will differentiate itself from existing skilling institutions by making vocational education aspirational.
- b. This Request for Proposal (RFP) is for a Selection of Agency for **Setting up and Operating a Centre of Excellence for Paramedical and Allied Health Care Sciences in PPP Model**, hereinafter referred to as "Assignment", for Delhi Skill and Entrepreneurship University (DSEU) thereby enabling the University to leverage the expertise of non-governmental and private partners to provide high quality and industry-linked education to its students. The Agency's engagement will initially be for a period of **10 years subject to review** every two years by a governing body to be set up for such purposes and maybe extended further basis the decision of such governing body and acceptance by the Agency.

1.2 About the RFP Document

- a. This RFP provides information regarding the Project, Scope of Work, Technical requirements, and other related information to the bidder(s).
- b. The bidders are expected to examine all instructions, forms, terms, project requirements, and other information in the RFP document. Failure to furnish all information required by the RFP document or submission of a proposal not substantially responsive to the RFP document in every respect will be at the bidder's risk and may result in rejection of the proposal.
- c. Please note that all references to 'bidder' in this RFP refer to the Individual Bidder or the Lead Bidder in case the bid has been made by a consortium of partners. All references to 'Lead Bidder' refer to the Lead Bidder alone.

1.3 Bidding Data Sheet

S. No	Particulars	Details
1	Tender ID	[04/DSEU/2021]
2	Tender date	20th May 2021
3	Selection Method	Tender will be awarded to the Bidder with the highest score based on the QCBS Evaluation Method (80:20) , subject to Bidder meeting the Qualification Criteria and Minimum Technical Qualification Score
4	Name of the Tender Inviting Authority	Registrar, Delhi Skill and Entrepreneurship University, Integrated Institute of Technology Complex, Sector 9, Dwarka, New Delhi
5	RFP issued by	Delhi Skill and Entrepreneurship University (DSEU)
6	Availability of RFP	RFP can be downloaded from "Tenders" Section at www.dseu.ac.in

7	Nodal Officer for correspondence and Clarification	Registrar, Delhi Skill and Entrepreneurship University, Integrated Institute of Technology Complex, Sector 9, Dwarka, New Delhi - 110077
8	Pre-bid Meeting	Online. 14:00 hrs, 28th May 2021 Link will be shared in due course.
9	Last date for Pre-bid queries	17:00 hrs, 29th May 2021 via Email (ps-registrar@dseu.ac.in) or by post to Nodal Officer's correspondence address
10	Issue of addendum/ clarification (if any and if required)	17:00 hrs, 2nd June 2021 through https:// www.tte.delhigovt.nic.in
11	Last date and address of bid submission	Proposals must be submitted no later than 17:00 hrs., 10th June 2021 in hard copy to be submitted at Delhi Skill and Entrepreneurship University, Integrated Institute of Technology Complex, Sector 9, Dwarka, New Delhi - 110077
12	Date and Address for Opening of Qualification Bid and Technical bid	11:00 hrs., 14th June 2021 at Delhi Skill and Entrepreneurship University, Integrated Institute of Technology Complex, Sector 9, Dwarka, New Delhi
13	Opening of Commercial bid for Technically Qualified bidders	11:00 hrs, 22nd June 2021 at Delhi Skill and Entrepreneurship University, Integrated Institute of Technology Complex, Sector 9, Dwarka, New Delhi
15	Bid Validity Period	90 days from the date of opening of bids
16	Commencement of the Assignment	20th July 2021

2. INSTRUCTION TO BIDDERS

2.1 Procedure of Submission of Bids

- a. The application procedure, eligibility criteria, evaluation methodology, terms and conditions and the scope of work are detailed in this RFP which can be seen or downloaded from <https://dseu.ac.in/>. The RFP will be available to download from the above website from **20th May 2021 to 10th June 2021 (15:00 Hrs.)**. The last date for submitting a proposal/bid will be **10th June 2021 up to 17.00 Hrs.** Technical Bid will be opened on **14th June 2021 at 11:00 Hrs.** Please refer to the RFP document for complete details.
- b. DSEU reserves the right to issue addendum/corrigendum/modification or to accept or reject any or all proposal(s) or to cancel the whole of this RFP at any stage without assigning any reason thereof and no bidder shall have any cause of action or claim against the undersigned or DSEU for the same.
- c. A Two (2) envelope system shall be followed for the bid. The bids submitted, shall comprise of the following 2 envelopes:
 - **Envelope A:** Prequalification and Technical Bid
 - **Envelope B:** Commercial Bid
- d. The Bid shall include the following documents:

	Document Type	Document Format
1	Prequalification and Technical Bid	The Technical Bid shall be prepared in accordance with the requirements specified in this tender document and the format provided in the <i>Annexures</i> of this document
2	Commercial Bid	The Commercial Bid shall be prepared in accordance with the requirements specified in this tender document and the format prescribed in the <i>Annexures</i> of this document.

- e. Bidders should note that the bids will be evaluated on the basis of documents referenced against evaluation criteria of the pre-qualification, annexures, technical bid, commercial bid and compliance to technical specification only.
- f. DSEU will not accept the delivery of the bids and any other supporting documents, in any manner, other than that specified in this tender document. Any bid delivered in any other manner shall be treated as defective, invalid and rejected.
- g. It is required that all the bids submitted in response to this tender document should be unconditional in all respects, failing which the DSEU reserves the right to reject the bid.
- h. **Instruction for Hard Copy Submission:** The bidders should submit the hardcopies of the bids on or before the last date of submission of bids **10th June 2021** on or before 17:00 hrs. Only one hard copy is required to be submitted alongwith
- A. Signed copy of bid document as a token of acceptance of the clauses and terms & conditions of the RFP.
 - B. Letter of Authorization / Power of Attorney
- i. All these documents as mentioned above should be sealed in an envelope and to be submitted in the O/o Registrar, Delhi Skill and Entrepreneurship University, Integrated Institute of Technology Complex, Sector 9, Dwarka, New Delhi with the bid no., submission time & date mentioned in the bid document. The cover thus prepared should also indicate clearly the name, address, telephone number, E-mail ID and fax number of the bidder to enable the Bid to be returned unopened in case it is declared "Late".
- j. Any bid received by DSEU after the deadline for submission of proposals as mentioned in section 1.3 'Bidding Data Sheet' of the document shall be summarily rejected and returned unopened to the bidder(s). No further correspondence whatsoever on the subject shall be entertained.
- k. The bidders shall submit Bid Securing Declaration in the format as per Form 16 of Annexure

2.2 Bidder Qualification

- a. The bidder should be a registered Partnership Firm/ Private Limited Company/ Public Limited Company/ Registered Society/ Trust/ Government Institutions/ Public Sector Unit/ Educational Institute including Technical and Professional Institute having relevant affiliation or recognition. The bidder should have legal existence of at least 5 years as on the date of publication of the bid. The bidder is required to submit a copy of relevant document serving as proof of legal nature of entity (e.g. Certificate of incorporation, Partnership Deed, etc.)
- b. The bidder must be associated as a training partner with the National Skill Development Cooperation or have prior experience of designing and operating healthcare courses in partnership with Universities. A copy of the relevant Memorandum of Understanding entered into with NSDC/ other University is required to be included in support of this criterion
- c. The bidder must have experience of at least 3 years in running skilling/ training centers in at least 1(one) allied healthcare sector, having trained a minimum of 5000 people. The bidder is required to submit a

declaration to this effect as per Form 5 included in Annexure.

- d. The bidder should have average turnover/ budget/ total spend of minimum Rs. 40 Crores in the last three financial years (2017-18, 2018-2019, 2019-20 - audited statements). The bidder is required to submit a declaration to this effect in the prescribed format given in Form 6 of the Annexure along with a copy of the audited financial statements for the said period
- e. The bidder should have, during the last three years (2017-18, 2018-19 and 2019-20) neither failed to perform on any agreement, as evidenced by imposition of penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration against the bidder, nor been expelled from any project or agreement or have had any agreement terminated for breach, as evidenced by imposition of a penalty by a final arbitral or judicial pronouncement against the bidder, nor have been blacklisted by any agency/ State Government/ Central Government, or have been indicted for corrupt and/or fraudulent practices. Self-certificate as per Form 7 of the Annexure from the bidder's authorized representative may be used as a supporting document for this criterion.
 - Please note that at any point in time, if it is found that the self-certificate is forged or misinformation is provided to DSEU, then the bidder is liable to be disqualified, barred from participating in any future bidding process and the University has the right to claim the cost and any losses that DSEU has suffered due to such action.
 - In case, due to such misrepresentation, the work gets awarded and commences, and the bidder does not have the ability to perform the work, DSEU has the right to recover the money back along with the compounding interest rate.
- f. Bidding as a Consortium: The bidder can be a single company or Society or Trust or a consortium of companies, Societies or Trusts or any of the combinations as defined in Section 2.2.a
 1. The number of partners in the consortium including the Lead Bidder should not exceed three and the bid should include a brief description of the roles and responsibilities of individual members
 2. An individual bidder cannot at the same time be a member of a Consortium applying for the assignment.
 3. Further, a member of a particular Bid Consortium cannot be member of any other Bid Consortium applying for the assignment
 4. No change in the composition of the Consortium will be permitted during the evaluation process and during the subsistence of the contract (in case the successful Bidder is a consortium).
 5. The Lead Bidder individually should be meet all the criteria mentioned in clause 2.2 for qualification as a bidder
 6. The Lead Bidder should be the Single Point of Contact (SPOC), who has signed the Bid Forms, which are part of Technical and Commercial bids. The SPOC may be either the Principal Officer or their duly Authorized Representative.
 7. All certificates and documents (including any clarifications sought and any subsequent correspondences) received hereby, shall, as far as possible, be furnished and signed by the Principal Officer or their duly Authorized Representative.
 8. It is further clarified that the SPOC must certify that he/she signs as the Constituted Attorney of the consortium. The authorization shall be indicated by written Power of Attorney accompanying the Qualification Bid.
 9. Members of the Consortium shall enter into a binding Joint Bidding Agreement (the "Jt. Bidding Agreement"), for the purpose of submitting a Proposal. The Jt. Bidding Agreement, to be submitted along with the Application, shall, inter alia:
 - clearly designate the Lead Bidder and outline the proposed roles and responsibilities, if any, of each member
 - include a statement to the effect that all members of the Consortium shall be liable jointly and

severally for all obligations of the Bidder in relation to the Assignment until the completion of the Assignment

- clearly define the proposed administrative arrangements (organization chart) for the management and execution of the Assignment, if awarded to the Consortium;
- except as provided under this RFP, there shall not be any amendment to the Jt. Bidding Agreement without the prior written consent of DSEU.

2.3 Instructions for Prequalification and Technical Bid Preparation

- a. The Technical Bid should contain a detailed description of how the bidder will conduct required services as outlined in this RFP. It should articulate in detail, as to how the bidder's proposed solution meets the requirements specified in the RFP.
- b. The Technical Bid shall not contain any pricing information.
- c. Proposals must be direct, concise, and complete. All information not directly relevant to this RFP should be omitted. DSEU will evaluate the bidder's proposal based upon its clarity and the directness of its response to the requirements of the project as outlined in this RFP.
- d. Unnecessarily elaborate brochures or other promotional materials beyond those sufficient to present a complete and effective proposal are considered undesirable and may be construed as an indication of the bidder's lack of cost consciousness. DSEU's interest is in the quality and responsiveness of the proposal.

2.4 Instructions for Commercial Bid Preparation

- a. Unless expressly indicated, bidder shall not include any technical information regarding the services in the commercial bid.
- b. Prices shall be quoted entirely in Indian National Rupees (INR).
- c. The price should be quoted inclusive of all taxes, duties, and charges and levies as applicable.
- d. The prices, once offered, must remain fixed and must not be subject to escalation for any reason whatsoever within the period of the project.
- e. Discount, if any, must be merged with the quoted prices and not indicated separately. Any discount offered separately shall not be taken into account for the evaluation purpose.

3. OPENING OF BIDS, EVALUATION, AND AWARD OF CONTRACT

3.1 Opening of Bids

The bid shall be opened in the presence of bidder(s) representatives (only one) at bid opening session on the specified date, time, and address as mentioned in 'Bidding Data Sheet' or online due to the prevailing COVID situation with one representative from the bidder's side allowed to view the proceedings virtually (online).

3.2 Bid Evaluation Criteria

a. Preliminary Examination

The Evaluation Committee duly appointed by DSEU shall see the following:

- a. The bids are marked as required in the RFP, i.e. Technical and Commercial Bids are enclosed in separate envelopes and marked as given in the RFP.
- b. Committee will examine the Technical Bids to determine whether they are complete, whether the Bid format conforms to the Bid Document requirements, whether the documents have been properly signed, and whether the Bids are generally in order.

The committee may waive any informality or nonconformity or irregularity in a bid that does not constitute a material deviation according to Committee, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

b. Evaluation Methodology

- i. The Evaluation Methodology proposed to be adopted by the Committee will be the Quality cum Cost Based Selection (QCBS) method.
- ii. Technical and Commercial bid will get weightage as under:

S. No.	Proposal	Technical bid score weightage	Commercial bid score weightage
I.	Selection of Agency for Setting up and Operating of Centre of Excellence for Paramedical and Allied Health Care Sciences in PPP Model for the Delhi Skill and Entrepreneurship University	80%	20%

- iii. The bid that obtains the highest Total Score (TS) value will be rated as the Successful Bidder.

c. Clarification

- i. When deemed necessary, during the Bid Evaluation process, DSEU may seek clarifications or ask the bidders to make a presentation on any aspect(s) from any or all the bidders. However, that would not entitle the bidder(s) to change or cause any change in the substance of the bid submitted or the price quoted. The technical bid shall consist of a detailed approach and methodology along with timelines and all other documents mentioned in the RFP. The technical presentation is required to be given on a separate date and time which shall be communicated in due course. The bidders are requested to note that the technical presentation shall not have any content which is not submitted as part of the technical bid document submitted as part of the proposal. The technical bid (including the approach and methodology) shall be received in report format and not as a presentation.
- ii. The Commercial Bids of disqualified bidders will be returned unopened on formal written request to DSEU.
- iii. Conditional bids will be rejected.

d. Evaluation Process

The evaluation process shall comprise of the following stages:

- i. **Stage 1: Prequalification check**
- ii. **Stage 2: Technical Evaluation**
- iii. **Stage 3: Commercial Evaluation**
- iv. **Stage 4: QCBS Evaluation**

The details of the evaluation procedure, under each of the above mentioned 4 stages, are given below:

Stage 1: Prequalification And Technical Evaluation

Bidders who meet the minimum qualification criteria defined in the Qualification Checklist, as per **Form 4 (a) of Annexure** in this RFP, will be qualified and eligible for further bid evaluation.

Stage 2: Technical Evaluation

DSEU will evaluate qualified bidders on the basis of the Technical Bid submitted by them. Technical Presentation by the qualified bidders is proposed in the Technical Bid Evaluation. The objective of this step is to give bidders the opportunity to demonstrate their capabilities of proposed services/products to

prove the idea and feasibility as envisioned in the RFP.

The bidders who achieve the cumulative Technical Score of 70 marks shall be considered as Technically Qualified Bidders (TQB). Please note that the maximum technical score is 100.

Stage 3: Commercial Evaluation of Bids

The commercial bids of only the Technically Qualified Bidders of **Stage 2** shall be opened and considered for further evaluation.

Stage 4: QCBS Evaluation

The technical and commercial scores of the shortlisted bidders shall be taken into consideration for the QCBS Evaluation.

3.3 Opening of Commercial Bids

The Commercial Bids of only Technically Qualified Bidders will be opened by the Committee appointed by DSEU in the presence of bidders' representatives (only one) who choose to attend the Commercial Bid opening on date and time to be communicated to all the Technically Qualified Bidders or online due to the prevailing COVID situation with one representative from the bidder's side allowed to view the proceedings virtually (online). The bidder's representatives who are present shall sign a register evidencing their attendance and the representatives attending online shall also be recorded in the register with "online" marked in front of their names. The name of the bidder, bid prices, etc. shall be announced at the meeting.

3.4 Evaluation of Commercial Bids

- i. It is mandatory for the bidder to submit the total quoted price inclusive of all tax, duties, charges, and levies, as applicable, for the services duly filled in the format provided in **Form 17 of the Annexure**.
- ii. The Commercial Bids shall be evaluated by DSEU for completeness and accuracy. If there is a discrepancy between words and figures the amount in words shall prevail.
- iii. Based on the Evaluation Criteria mentioned in the following clause, a Commercial Bid Score (SF) in percentage shall be assigned to each Bid.
- iv. Commercial Bid Score (SF) in percentage for each bid shall be computed as follows: $SF = 100\% \times (FL/F)$; Where:
 - F is the Total Bid Price quoted in the bid under consideration
 - FL is the Total Bid Price of the lowest Commercial Bid from amongst all technically qualified bidders
- v. Further, Total Bid Price for the above purposes shall be computed as follows: $Total\ Bid\ Price = (A \times 40\%) + (B \times 40\%) + (C \times 20\%)$; Where:
 - A = Commercial Bid for Diploma Programs
 - B = Commercial Bid for Bachelor's Degree Programs
 - C = Commercial Bid for Post Graduate Degree Programs

3.5 QCBS Evaluation

- i. As stated above, the Evaluation Methodology proposed to be adopted by DSEU will be the Quality cum Cost Based System (QCBS) method of evaluation where Technical Bid Score will get a weightage of 80% (denoted by T) and Commercial Bid Score a weightage of 20% (denoted by C).
- ii. Description of variables used:
 - ST is the Technical Score for each Bid as calculated out of 100%
 - SF is the Total Commercial Score (normalized) for each Bid
- iii. Bids will be ranked according to their combined Technical Score **ST** and Financial Score **SF** as per the following weightages (Weight given to the Technical Bid - 80%; Weight given to the Commercial Bid = 20%)
- iv. Therefore, **Total Score (TS)** for each Bid shall be computed as follows:

$$TS = ST \times 80\% + SF \times 20\%$$

The Bid, that obtains the highest Total Score (TS) value, will be rated as the Successful Bid.

3.6 Post Qualification and Award Criteria

- i. The Bidder with the highest score according to QCBS evaluation will be considered for award of a contract by DSEU. DSEU reserves the right to negotiate with such Bidder and agree to a lower Per Student Expenditure Support than that quoted by the Bidder in his Commercial Bid.
- ii. An affirmative determination will be a prerequisite for the award of the Contract to the Bidder. A negative determination will result in the rejection of the Bidder's bid.

3.7 Notification of Award

a. Notification to Bidder

Prior to the expiry of the Bid validity period, DSEU will notify the successful bidder in writing or by fax or email, to be confirmed in writing by Letter of Intent (LOI), that its proposal has been accepted and invite the successful bidder to enter into an agreement with DSEU for executing the Assignment.

b. Performance Security

Prior to the signing of the Agreement, DSEU shall promptly request the Selected Bidder to provide 3% of the value of the Assignment as Performance Security pursuant to this RFP. Value of the Assignment shall be based on the Per Student Expenditure Support quoted by the Agency assuming enrollment of 500 students every year for 10 years and shall be calculated as follows:

$$\text{Value of the Assignment} = [\text{Per Student Expenditure Support quoted by Agency}] * [500] * [10]$$

c. Signing of Agreement

The selected Bidder shall enter into an agreement with DSEU by signing a contract, incorporating all the terms and conditions, deliverables, responsibilities, payment schedules, project schedule etc.

4. TERMS OF REFERENCE

4.1 Context

The Government of NCT of Delhi is deeply committed to improving the quality of higher education, in particular skill-based education, in Delhi. It has therefore set up the Delhi Skill & Entrepreneurship University (DSEU), which is envisioned as a world-class institution that provides quality education in applied sciences & skilling, has close market linkages, focuses on market readiness, promotes innovation and entrepreneurship, delivers lifelong learning opportunities to candidates, and provides a trained and employable human resource that can drive Delhi's and the nation's economic growth. DSEU will differentiate itself from existing skilling institutions in a few critical ways:

- a. DSEU will offer end to end diploma (entry after class X), advanced diploma (entry after class XII), degree degree and postgraduate courses that can provide deep and hands-on practical skills to students and set them up for success in their professional lives. All courses will be mapped to specific job roles
- b. All courses, to the best extent possible, will offer multiple and flexible entry/exit options, each mapped to specific job roles, so that students can choose to complete 1 year certificates/diplomas etc., exit to work for a few years, and re enter and complete their education if desired
- c. DSEU will prioritise practical and hands-on skilling by leveraging industry partnerships to provide regular on-the-job training and apprenticeships for 3-6 months of every year.
- d. The courses offered at DSEU will also be developed in close partnership with industry leaders and

tailored to the practical needs of specific job roles as needed

Government of NCT of Delhi also aims to leverage the expertise of non-governmental and private partners to provide high quality and industry-linked education to its students. Such a partnership would potentially combine the management, accountability, and flexibility for innovation offered by private operators, with public funding and regulation to ensure universal, affordable, and non-discriminatory access to all students. The ultimate objective of DSEU is to create employable and market-ready candidates that meet the needs of industry, provide dignified livelihoods and also meet the aspirations of students.

In order to support this vision, DSEU invites interested Agencies with the relevant experience to develop and operate a Center of Excellence for Paramedical & Allied Healthcare Sciences in partnership with DSEU.

Term

The term of operation for the proposed CoE shall commence from the Date of Appointment of the selected Agency and shall expire upon completion of 10 (ten) Academic Years from the Date of commencement of the Academic Year starting in the year of the Date of Appointment, subject to the approval of a State Level Empowered Committee ('SLEC') constituted by the Vice Chancellor, consisting the Vice Chancellor (Chairperson) as well as 1 (One) representative of the Agency and at least 3 other representatives to be appointed by DSEU every 2 years.

The Term may be further extended through mutual agreement between the bidder and SLEC for a mutually agreed time period up to a maximum period of 10 further years. The extension may be granted at a revised rate not greater than 10% as charged during the last academic year prior to the natural termination of the agreement, based on a justification of costs presented by the Agency. The exact rate of extension, subject to the conditions above, may be mutually negotiated between the parties.

4.2 Scope of Work

The scope of work of the Agency would be to support DSEU and perform the following functions:

Obligations of Agency

The Agency will be expected to institutionalise and independently operate the Centre of Excellence for Paramedical and Allied Health Care Sciences under the overall guidance and supervision of DSEU and in accordance with relevant laws, regulations, ordinances, and statutes.

The Agency shall be responsible for:

1. Mobilisation

- a. Prior to initiation of training, the Agency will, in partnership with DSEU, support ground-level mobilization of students.
- b. Mobilization should be accompanied by counseling. CoEs are expected to provide videos, brochures, expert views to help DSEU share with candidates "all possible information on the nature of training in the sector/ trade, availability of jobs, potential pay and entitlements, growth prospects and risks involved".

2. Batch Management

- a. DSEU will manage admission and the COE will support DSEU for the same by participation in the counselling of students chosen All records including but not limited to those pertaining to infrastructure, attendance, class progress, assessment, certification, and training outcomes, must be maintained and shall be forwarded to DSEU on a regular basis. As far as possible, all

such records must be maintained online as a part of the ERP/MIS launched by DSEU

3. Infrastructure

- a. While DSEU will provide the basic infrastructure for the CoE, the Agency must equip it with the infrastructure required for teaching and training the students at par with the latest industry standards.
- b. The Agency will provide high quality infrastructure in the form of digital classrooms and relevant state-of-the art laboratories and practical labs etc.
- c. The COE will operate as a campus of DSEU and will carry the signage of DSEU.

4. Delivery of Courses

- a. The Agency shall be responsible for all aspects of the training including facility readiness, quality of training delivery, day to day operations etc. required from the training. The list of faculty will be approved by DSEU.
- b. The Agency is not allowed to provide training through a franchisee arrangement. No part of the Centre shall be sublet to any agency / individual in any form.

5. Content & Curriculum

- a. The Agency will create structured and customized physical as well as multimedia curriculum and content for a variety of courses based on market needs and demands.
- b. While the Agency will be responsible for the content & curriculum creation, relevant faculty from DSEU will be consulted and involved in the whole process. The final course curriculum as well as any modifications thereafter must be formally approved by DSEU.
- c. The course structures must also involve a significant component of soft/behavioural/employability skills based on the framework jointly agreed with DSEU
- d. Course structures must also comply with relevant national and state guidelines, in particular the ordinances issued by DSEU. Courses outside the purview of NSQF will also be considered as per the industrial relevance of the course and scrutiny of DSEU.
- e. Courses which are 3-years Bachelor's degrees or Masters degrees must comply with UGC guidelines on the same

6. Faculty & Trainers

- a. The Agency must recruit and deploy faculty, trainers, technicians, and support/admin/maintenance staff as required for each course as per approval accorded by DSEU.
- b. Persons deployed as faculty and trainers by the Agency must be certified instructors in possession of requisite knowledge, skills and experience in their domain.
- c. The courses must be taught by certified trainers having relevant industry and/or academic experience.
- d. One senior faculty and one industry member will be suggested for being part of BOS for the course.

7. Internships and Placements

- a. Providing employment to the beneficiaries is the prime focus of DSEU.
- b. The Agency must ensure clinical experience and frequent industry exposure and guest lectures to the students through a partner network of hospitals, clinics, Diagnostic Centres, Telehealth Centres and Simulation Labs.
- c. Adequate practical and on the job training / internship as per the module must be arranged and provided by the Agency.
- d. The Agency shall be responsible for providing national as well as international offers of employment in relevant sector (of the program).
- e. The Agency should have active industry linkages to facilitate the above and should ensure a minimum of 70% placement.

8. Assessments

- a. DSEU will be responsible for examinations and certification upon course completion. However, joint assessments may be considered in cases where Agency enters into a tie up

with an international partner

- b. The Agency must however conduct periodic internal assessments for each course as prescribed by DSEU and share outcome data with DSEU

9. Revenue Generation Activities

- a. The Agency may also setup other services as a part of the CoE, including but not limited to research & consulting services, train the trainer sessions for healthcare staff around the city etc.
- b. No other revenue generating activity may be started by the COE on its premises.

10. Partnerships

- a. The Agency will actively pursue industry & academic partnerships – especially international – in partnership with DSEU

Minimum Standards of Performance to be met by CoE

The Agency must ensure at minimum:

1. Student intake
 - a. All approved seats are filled for all programs (maximum intake may be mutually decided between the parties based on availability of infrastructure)
 - b. At least two short term courses for in-service professionals are delivered
2. Delivery of quality
 - a. Ensure the teaching is such that the students are developing on agreed upon competencies
 - b. All sessions and labs are run as per schedule 100 percent of the time.
 - c. Providing students a wholistic experience of studying in a University
 - d. Ensure that there is industry interaction of students in the form of apprenticeships, industry visits, lectures by practitioners, seminars and webinars on latest practices.
3. Student placement
 - a. At least 70% placements for relevant job roles with dignified wages as per prevailing market rates and minimum wage regulations. Placement rate will be calculated on the base of total student intake on Day 1.

Obligations of DSEU

The following shall be obligations of DSEU:

1. Promotion & Publicity - DSEU shall take necessary steps to promote the programs held in the CoE across Delhi
2. Infrastructure - DSEU shall provide the building and related basic infrastructure (desks/chairs, functional toilets etc.) including utilities (water & electricity) at a mutually suitable location.
3. 1-2 senior faculty from DSEU would be a part of the CoE leadership and faculty team
4. DSEU will be responsible for implementing and operating the admission / enrollment process for all courses at the University. The Agency may provide input into the admission process, especially selection criteria & screening processes.
5. DSEU will independently determine the course fees to be charged to the student. DSEU will also collect from the prospective students, the fee prescribed for the courses / training programs
6. Examination & Certification – DSEU will be responsible for conducting independent end of year examinations. Final certification after completion of the training / course will be jointly issued under the logos of both the parties.
7. Monitoring performance – DSEU shall undertake regular monitoring of CoEs as well as perform

regular reviews on the quality of training and placements of trainees on successful completion of the programs. DSEU has the right to terminate the agreement at any point of time due to poor placement, fraudulent practices, non-adherence to training standards and any other serious issues that may arise with periodic reviews, inspections as needed etc. DSEU may also appoint independent agencies to evaluate the program whenever needed

8. DSEU may also plan and implement any other initiatives in joint consultation with the partner, provided the same does not have direct financial implication on the partner

Monitoring & Management of the CoE

1. During the Term, the Agency shall update the online ERP/MIS developed by DSEU on a monthly basis with all necessary information, including but not limited to infrastructure status, attendance, class progress, internal assessments, and training outcomes. In the absence of an online reporting system, the Agency shall, no later than 15 (fifteen) days after the close of each Quarter, furnish to DSEU, a Quarterly report in the format acceptable to DSEU, with an update on the functioning of the CoE in reasonable detail.
2. At least one staff of DSEU will always be at the COE and work along with the staff of COE. In addition, DSEU officials may inspect at any time the quality of education being imparted or the overall operations and maintenance of the CoE.
3. All development charges payable by the students, whether annual fees or otherwise, shall be collected only by DSEU. The Agency will not have the right to enter into any financial transaction with any student or trainee. .
4. The Principal of the CoE shall be the Chief Executive Officer of the centre with full responsibility for day to day management and functioning of the centre in conformity with the provisions of this RFP and the subsequent Agreement, concerned UGC/ Delhi Government/ University's guidelines, rules and circulars issued by Directorate/ Government/ Central Government from time to time and other accepted best practices in education.
5. A State Level Empowered Committee ('SLEC') will be constituted, consisting of the Vice Chancellor (Chairperson) as well as 1 (One) representative of the Agency and at least 3 other representatives to be appointed by DSEU. SLEC Meeting will be organized at least once in six (6) months. The Chairperson of SLEC may invite any other agency/individual/entity as per requirement to this meeting. The functions and powers of the SLEC shall include, inter alia, the following:
 - a. Overseeing and ensuring smooth functioning of the centre in conformity with relevant laws and regulations
 - b. Suggesting changes in courses and curriculum
 - c. Monitoring the admissions, appointments, vacancies, academic standards, placements, industry feedback and other performance standards of the CoE and suggesting corrective measures where required;
 - d. Ensuring financial propriety and discipline, including review of the annual budget of the CoE and inspection of audited financial statements
 - e. Conducting one annual comprehensive review of the CoE
 - f. SLEC may also choose to appoint an independent third party agency to evaluate the impact of the CoE at any point. The Agency shall make available to such Third Party Assessor, all the records/documents/ registers/other material as may be sought purpose of this annual evaluation. The Agency shall permit such Third Party Assessor to inspect the premises/ interact with the students and members of the staff as per their requirement for conducting this annual evaluation.
 - g. SLEC shall study various such assessment reports, received from time to time, on the functioning of the centre under the operation and management of the Agency and make suggestions/ give directions in the best interest of the centre concerned, in accordance with the terms and conditions of the Agreement

Courses to be offered at the CoE

1. The Agency will submit a proposed list of courses to be offered at the University as a part of its technical bid. All courses offered at the Center of Excellence shall be either:
 - 2 year Diploma and/or
 - 3 year Bachelor's degree and/or
 - 1 or 2 years Masters degrees
2. Diploma and Bachelor's degrees must be offered with flexible entry and exit options for students in line with the vision of DSEU.
3. The Agency must also propose the number of students it thinks can be admitted into the course with proper justification of market demand for personnel in the industry
4. The courses to be offered at the CoE must evolve based on market needs and demands and will therefore be jointly reviewed by the SLEC. The final decision will be taken by appropriate authorities such as the Board of Studies or Academic Council according to relevant regulations of the University
5. In case any new courses are offered, the per student expenditure will remain the same as that quoted in the commercial bid by the Agency
6. Final list of courses will be decided based mutual agreement between DSEU and the Agency
7. All Bachelors & Masters Degree courses must follow the the minimum number of hours and credit related regulations laid down by DSEU which will in turn be compliant with UGC regulations in this regard
8. All Diploma courses may comply with the broad regulations related to minimum teaching hours and credits to be defined by the National Commission for Allied and Healthcare Professionals. In the interim period till such Commission is established and guidelines are framed, guidelines laid down by AICTE may be complied with.

Appointment & Performance of Teaching & Non-Teaching Staff

Appointment of Staff Members

1. The Agency shall appoint teaching and non-teaching staff in accordance with
 - a. UGC regulations for Bachelors and Masters courses
 - b. All Statues, Ordinances, and Regulations of DSEU
 - c. Regulations laid down by professional bodies or statutory regulatory bodies that may be constituted in the coming years (example: The National Commission for Allied and Healthcare Professions and related State Commissions)
2. As far as possible, the Agency must ensure that appointed faculty are a unique mix of those with academic experience as well as those with extensive industry experience who can bring practical and hands-on skilling into the classroom
3. The Agency must maintain a faculty: student ratio of 1:20 for all academic faculty, not including technicians and support staff.
4. The Agency shall have autonomy in all internal operational decisions. including retention, salaries, and bonuses, subject to transparent declarations of faculty qualifications and service conditions, subject to the norms above. .However, faculty selection would be done with at least one DSEU representative on the selection committee,
5. DSEU or the Govt. of Delhi will not have any liability towards staff appointed by the Faculty. For avoidance of doubt, it is expressly agreed that all teaching and non-teaching staff shall be the employees of the Agency and under no circumstances shall be accepted as government employees nor shall have any rights to regularization against any government posts, during and after the Term.
6. The Agency shall indemnify, defend, save and hold harmless DSEU and its officers, servants, agents,

Government Instrumentalities and owned and/ or controlled entities/ enterprises, (the” Authority Indemnified Persons”) against any all suits, proceedings, actions, demands and claims from any staff appointed by the Agency for any loss, damage, cost, expense of whatever kind and nature. For avoidance of doubt, it is expressly agreed that the Agency shall indemnify, defend, save and hold harmless DSEU against any/ all writ petitions, representations and proceedings for regularization against any government posts, during and after the Term. Any appointment by the Agency for providing of any services teaching or otherwise shall expressly set out the above conditions.

Faculty Development

7. The management of the CoE shall at all times procure and ensure the training of all teachers in accordance with directions of Directorate/ Government, directions of the concerned regulatory bodies and best practices.
8. The Agency would contribute to the training of other DSEU faculty in the areas of expertise of its faculty.
9. The Principal will have the autonomy to select and implement such faculty development programs as required.
10. The Agency shall also ensure participation of its teachers in the training programmes conducted by the DSEU from time to time as and when so required.

Attendance

11. The Agency shall ensure that attendance of all staff members is recorded through a web enabled online Biometrics Attendance system, and integrated with DSEU’s ERP/MIS system

Assessments & Certification

1. The Principal of the CoE shall have the autonomy to design and conduct internal assessments throughout the academic year in accordance with relevant regulations
2. However, the end of the year examination and final certification will be conducted in a completely independent fashion by DSEU. The Agency may provide input into the structure and design of the assessment but will not be involved in the actual examination paper design or implementation
3. Joint end of year examination may be considered in case where Agency has entered into a tie up with an international partner
4. DSEU may choose to onboard an independent 3rd party Agency for the same if it so chooses
5. The final Certification issued will be jointly certified by both the Agency and DSEU

Maintenance of Infrastructure

1. DSEU shall provide basic infrastructure for the purposes of running the CoE. These will include the following:
 - a. Requisite number of classrooms, rooms for setting up laboratories, administrative offices, libraries and such other rooms that may be mutually agreed with the Agency
 - b. Toilets for staff and students
 - c. Lifts and ramps
 - d. Power backup
 - e. Drinking water facility
2. The Agency must ensure that remaining minimum infrastructure is installed and maintained at the CoE. These will include, at minimum:
 - a. Availability of First Aid Kit

- b. Fire Fighting Equipment and Fire safety instructions at key Areas
 - c. Bio Metric Attendance System
 - d. Availability of CCTV in all classrooms, laboratories, reception area with remote monitoring facility to monitor. All recording on CCTV shall be classified and stored by the Agency for a period of at least three (3) months from the date of such recording.
 - e. Library
 - f. Sanitary Dispensers & Incinerators
 - g. Overall Cleanliness and Hygiene with dedicated housekeeping staff at the CoE
 - h. Dedicated computer labs (to be determined basis number of students) and domain laboratories for each course
 - i. Facility for online classes
3. The Agency shall not sub-licence or sub-let the whole or any part of the Site but may appoint contractors for the construction / maintenance of all or any part of the CoE premises. However, the actual teaching of students shall not be sub-let or given to contractors at any cost.
 4. The Agency shall maintain a round the clock vigil over the Site and shall ensure that no encroachment there on takes place
 5. The Agency will not be allowed to use the centre infrastructure for any purpose other than those specified under this Agreement.
 6. During the Term, the Agency shall operate and maintain the centre infrastructure at its own costs either by itself, or any third party if required to modify, repair or otherwise make improvements to the infrastructure to comply with applicable laws and applicable permits, and conform to specifications and standards, good industry practice. For each modification, repair or otherwise improvement must first be explicitly approved by DSEU and no modification, repair or improvements can be done without the explicit consent of DSEU.
 7. The obligations of the Agency hereunder shall include
 - a. Ensuring smooth and uninterrupted operation of the centre Infrastructure and associated facilities during normal operating conditions;
 - b. Making the centre Infrastructure available for use of students
 - c. Minimizing disruption to centre activities in the event of accidents or other incidents affecting the safety and use of the centre infrastructure by providing a rapid and effective response and maintaining liaison with medical emergency services from hospitals in the near vicinity of centre premises;
 - d. Carrying out periodic preventive maintenance of the infrastructure;
 - e. Undertaking routine maintenance including prompt repairs of the centre infrastructure;
 - f. Undertaking maintenance such as renovation of the infrastructure, repair or replacement of furniture , teaching aids, equipment and other facilities and amenities of the centre;
 - g. Preventing with the assistance of the concerned law enforcement agencies/ private security guards, any encroachments on, or unauthorized entry to the centre premises;
 - h. Protection of the environment and provision of equipment and materials thereof;
 - i. Operation and maintenance of all systems and equipments necessary for the efficient operations of the centre and for providing quality education;
 - j. Complying with safety requirements in accordance with the relevant Guidelines/ rules/ Applicable Laws;
 - k. Maintaining a high standard of cleanliness and hygiene
 - l. Maintaining the class rooms, laboratories, library and other facilities and amenities in the centre
 8. The Agency shall ensure that at all times, the centre infrastructure and ground premises, equipment shall be maintained in conformity with accessibility, safety, security and accepted standard conventions. Agency shall also repair and maintain the building, adjoining premises in such a fashion that general maintenance and safety norms are adhered to, and that the building/ premises any equipment and infrastructure used do not pose any health or safety hazard to students, staff and

general public.

9. The Agency shall make provisions for maintenance of project assets and shall provide for life cycle maintenance, routine maintenance and major maintenance which may be reasonably necessary for maintenance and repair of the centre infrastructure, including replacement of any furniture, equipment, teaching aids, facilities and amenities, such that its overall condition conforms to good ethical practice and good education practice.

Branding of the Centre and Usage of the Centre Premises

1. The centre shall be known, promoted, displayed and advertised as ‘Delhi Skill and Entrepreneurship University’ Centre of Excellence, Location Name, district name”. The Agency shall write “run by ‘Name of entity’ in PPP mode” in Hindi and English, just below the name of the Centre in the manner prescribed by the Authority.
2. The Agency shall not use, or permit the use of, centre Premises for any commercial, religious or social activities, including marriages or other social functions, trade fairs, commercial exhibitions, religious congregations and events or usage associated therewith.
3. DSEU may require the Agency to adopt and display the logo, and the Agency shall adopt and display that logo in such manner and at such places as may be specified by DSEU.
4. The Agency shall not sub-licence or sub-let the whole or any part of the Site. For the avoidance of doubt it is hereby expressly agreed that the actual teaching of students shall not be sub-let or given to contractors at any cost.
5. The Agency shall not undertake or permit any form of commercial advertising or display or hoarding at any place in the centre premises.

Operation of the Centre

1. Operation of the Centre - The Agency shall operate the Centre in accordance with the provisions of concerned UGC guidelines, Ordinances & Regulations of the University, relevant regulations by National Commissions, and rules and circulars issued by Directorate/ Government/ Central Government from time to time.
2. Affiliation & Medium of the centre - The centre will be an extension campus of the University and the medium of instruction (English).
3. Centre Calendar and Timing - Centre calendar and timings for the centre, shall be as prescribed by the Delhi Skill and Entrepreneurship University, Government of NCT of Delhi or Directorate/ Government/ Central Government from time to time.
4. Feedback From Students and Parents
 - a. The Agency shall endeavour to obtain feedback from Students at least once a year.
 - b. The Agency shall endeavour to obtain feedback in at least once a year from the Parents of each Student.
 - c. The Agency shall organize a combined meeting of Parents and Teachers as per the guidelines/rules of Directorate/ Government/ University.
5. Reports of unusual occurrence

The Agency shall be responsible for maintaining the safety and security of the students, visitors and staff and shall report any instance of violence of unusual occurrence (such as theft, vandalism, physical assault, damage to premises, fire, flooding, etc.) to the Authority and Station House Officer (SHO) of the concerned Police Station.

Regulatory approvals

The Agency and DSEU shall be jointly responsible for obtaining all such regulatory approvals as may be required by the legislations in place at the time, to deliver and operate the mutually agreed upon set of

courses.

Holistic Development of Students

The Agency shall lay emphasis on the holistic development of students, and the curriculum of the centre shall aim at the all –round development of the Students, build their knowledge, potentiality and talent, and develop their mental and physical abilities to the fullest extent by emphasis not only on scholastic but also on co-scholastic domain such as sports, literary and cultural activities. It shall integrate the dimensions of social, emotional, physical, cognitive and ethical aspects in its curriculum and shall enable the students to acquire life skills and prepare them for citizenship responsibilities and successful careers. The curriculum, including the syllabi, shall be provided to students, parents and teachers and shall also be placed in the centre library and on the website, if any.

The Agency shall fully integrate the applicable soft skills & employability curriculum framework, published by DSEU, in all aspects of the curriculum of the Centre.

The Agency shall impart learning to the students through activities, discovery and exploration in a student–centered manner. The focus shall be on the development of creative and critical thinking and on the social and emotional thinking of students.

Accounts and Audit

1. Audited Accounts: The Agency shall maintain books of accounts recording all its receipts from the Centre, income, expenditure, payments, assets and liabilities, in accordance with this applicable Laws and applicable permits. The Authority shall have the rights to inspect the financial records/ books of accounts of the Agency by giving prior written notice.
2. Appointment of Auditors: The Agency shall appoint, and have during the subsistence of this Agreement as its auditors, a reputable firm of chartered accountants. All fees and expenses of the auditors shall be borne by the Agency.
3. In the event of there being any difference between the findings of the Additional Auditors and the certification provided by the Auditors, such auditors shall meet to resolve the differences and if they are unable to resolve the same, such dispute shall be resolved by the Authority by recourse to the Dispute Resolution Procedure mentioned in the Agreement.

5. Commercial Bid and Payment Schedule

5.1 Commercial Bid

The amount quoted by the Agency shall be fixed as the **Per Student Expenditure Support** amount in the first year of operation and will remain fixed for the student for the duration of the program. The Per Student Expenditure Support must be lower than the fees charged by DSEU which is expected to be in the range of INR 40,000-60,000 per year.

Each year, the Per Student Expenditure Support amount will be escalated based on the increase in average fees at the University.

Per Student Expenditure Support shall be calculated as follows:

1. For the number of enrolled students each year corresponding to the fee collected from the students
2. If the number of students falls in the subsequent year the payment will also be adjusted accordingly.
3. The Agency will be paid Per Student Expenditure Support even in cases where students are offered scholarships or other support measures by DSEU or its partners

The commercial bid quoted by the bidder with the highest Total Score may be further negotiated between DSEU and the bidder.

5.2 Payment Schedule

The process to be followed will be as under:

- The agency shall submit an inception report outlining their **Setting up and Operating of Centre of Excellence for Paramedical and Allied Health Care Sciences in PPP Model** for a duration of 10 years for DSEU. The report shall detail all key deliverables as against a monthly timeline.
- DSEU shall pay the installments within 30 days from the date of receipt of the verified invoice, on the satisfactory and timely completion of the key deliverables approved in the inception report.
- All taxes deductible at source, if any, at the time of the release of payment, shall be deducted at source as per the current rate while making any payments.
- The invoice amount would be paid after the evaluation of performance against the deployment, operation and after deducting penalties if any.

Payment Schedule

Two months after start of Academic Year and fees collection from students for the relevant semester (i.e. 1st/ 3rd / 5th Semester)	50% of Per Student Expenditure Support expected based on total student intake
At the end of the Academic Year (i.e. after Semesters 2nd/ 4th/ 6th)	For batches graduating (e.g. after 6th Semester) - remaining 50% of the Per Student Expenditure Support depending on placements For batches not graduating (e.g. after 2nd/ 4th semester) - remaining 50% of the Per Student Expenditure Support depending on attendance & dropouts

6. GENERAL CONDITIONS OF BID

6.1 Bid Currencies

Prices shall be quoted in Indian National Rupees (INR).

6.2 Authentication of Bids

The original and all copies of the Bid shall be typed or written in indelible ink. All copies of the bid shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Agreement. All pages of the Bid, except for unamended printed literature, shall be initialled and stamped by the person or persons signing the Bid.

6.3 Amendment of RFP Document

At any time before the deadline for submission of bids, DSEU may, for any reason, at its own discretion, modify the Bid Document through an amendment notice. Any amendments made in to this document shall be communicated by means of notification and shall be published on www.dseu.ac.in

DSEU shall not be responsible if the bidders fail to make note of such amendments. All such amendments shall be binding on all the bidders. The bidders are also advised to visit the aforementioned websites on a regular basis for checking necessary updates. DSEU also reserves the rights to amend the dates mentioned in this RFP for the bid process.

6.4 Validation of Interlineations in Bid

The bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the bidder, in which case such corrections shall be initiated by the person or persons signing the bid.

6.5 Cost of Bidding

The bidder is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any additional information required by DSEU to facilitate the evaluation process, and in negotiating a definitive Service Agreement and all such activities related to the bid process. This RFP does not commit DSEU to award a contract or to engage in negotiations. Further, no reimbursable cost may be incurred in anticipation of award of contract for implementation of project.

6.6 Language of Bids

The proposal and all correspondence and documents shall be written in English. In case of accompanying literature being in a language other than English, a certified translation should accompany the documents as a part of the RFP. All proposals and accompanying documentation will become the property of DSEU and will not be returned.

6.7 Bid Prices

- a. The bidder shall indicate the price in accordance with the format provided in the RFP and the same will be used for the purpose of evaluation of bids by DSEU. Quoting disproportionately high and low bid prices may lead to rejection of the bid at the discretion of DSEU.
- b. The bidder shall prepare the bid based on details provided in the RFP. It must be clearly understood that the Scope of Work is intended to give the bidder an idea about the order and magnitude of the work and is not in any way exhaustive and guaranteed by DSEU.

6.8 Bid Validity Period

- a. The proposals shall be valid for a period of ninety (90) days from the date of opening of bids. A proposal valid for a shorter period may be rejected as non-responsive. On completion of the validity period, unless the bidder withdraws their proposal in writing, it will be deemed to be valid until such time that the Bidder formally (in writing) withdraws their proposal.
- b. In exceptional circumstances, at its discretion, DSEU may solicit the bidder's consent for an extension of the validity period. The request and the responses thereto shall be made in writing/ email.

6.9 Modifications and Withdrawal of Bids

No proposal may be modified / withdrawn in the interval between the deadline for submission of proposals and the expiration of the validity period specified by the bidder on the proposal form.

6.10 Contacting DSEU.

- a. No Bidder shall contact the DSEU on any matter relating to its Bid, from time of opening of bid to the time the work is awarded. If the Bidder wishes to bring additional information to the notice of the RFP Issuing Authority, the same should be done in writing to DSEU. The RFP Issuing Authority reserves the right to decide whether such additional information should be considered or otherwise.
- b. Any effort by a Bidder to influence the RFP Issuing Authority in its decision on Bid evaluation, Bid comparison or contract award may result in disqualification of the Bidder's Bid and also forfeiture of their Bid security.

6.11. Right to accept any Bid and to reject any or all Bids

DSEU reserves the right to accept or reject any proposal, and to annul the tendering process and reject all proposals at any time prior to award of work, without thereby incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for action so taken. In case of a single bid, DSEU reserves the right to award the work to a single bidder.

6.12. Expenses for the RFP

The incidental expenses of execution of Agreement shall be borne by the successful Bidder.

6.13. Failure to agree with the Terms & Conditions of the RFP

Failure of the successful Bidder to agree with the Terms & Conditions of the RFP shall constitute sufficient grounds for the annulment of the award.

6.14. Rejection on grounds of malpractices

- a. Bidders may specifically note that while evaluating the proposals, if it comes to DSEU knowledge expressly or implied, that some Bidders may have colluded in any manner whatsoever or otherwise joined to form an alliance resulting in delaying the processing of proposal then the Bidders so involved are liable to be disqualified for the Assignment as well as for a further period of three years from participation in any of the tenders floated by the DSEU.
- b. DSEU will reject a proposal for award if it determines that the Bidder recommended for award, or any of its personnel, or its agents or, vendors and/or their employees, has, directly or indirectly, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the Assignment in question;

For the purposes of this provision, the terms are set forth as follows:

- i. "Corrupt practice" is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
- ii. "Fraudulent practice" is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- iii. "Collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;
- iv. "Coercive practice" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
- v. "Obstructive practice" is deliberately destroying, falsifying, altering, or concealing of evidence material to the investigation or making false statements to DSEU in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation.

6.15. Concessions permissible under statutes and Income Tax Liability

Bidder, while quoting against this RFP, must take cognizance of all concessions permissible under the statutes including the benefit under Goods and Services Act, 2017, failing which it will have to bear extra cost where Bidder does not avail concessional rates of levies like customs duty, excise duty, sales tax, etc. DSEU will not take any responsibility towards this. However, DSEU may provide necessary assistance, wherever possible, in this regard.

The Bidder and Personnel shall pay such direct and indirect taxes, duties including import duties, fees and other impositions levied under the Applicable Laws in India.

6.16. Force Majeure

6.16.1. Definition of Force Majeure

"Force Majeure" means an event which is beyond the reasonable control of a Party, and which makes a Party's performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent), confiscation or any other action by government agencies.

6.16.1.1. Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or agents employees thereof, nor (ii) any event which a diligent Party could reasonably have been expected to both (A) take into account at the time of the conclusion of this Agreement and (B) avoid or overcome in the carrying out of its obligations hereunder

6.16.1.2. Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.

6.16.2. Force Majeure events

A Force Majeure event means any event or circumstance or a combination of events and circumstances which:

- a. is beyond the reasonable control of the affected Party;
- b. such Party could not have prevented or reasonably overcome with the exercise of reasonable skill and care;
- c. does not result from the negligence of such Party or the failure of such Party to perform its obligations under this Agreement;
- d. is of an incapacitating nature / unforeseeable circumstances and prevents or causes a delay or impediment in performance.

Notification procedure for Force Majeure: -The Affected Party shall notify the other Party of a Force Majeure event within seven (7) days of occurrence of such event. If the other Party disputes the claim for relief under Force Majeure it shall give the claiming Party written notice of such dispute within thirty (30) days of such notice. Upon cessation of the situation which led the Party claiming Force Majeure, the claiming Party shall within seven (7) days thereof notify the other Party in writing of the cessation and the Parties shall as soon as practicable thereafter continue performance of all obligations under this Agreement.

6.16.3. Consultation and duty to mitigate

- a. The affected Party shall, at its own cost, take all steps reasonably required to remedy and mitigate the effects of the Force Majeure event and restore its ability to perform its obligations under the Agreement to be entered as soon as reasonably practicable. The Parties shall consult with each other to determine the reasonable measures to be implemented to minimize the losses of each Party resulting from the Force Majeure event. The affected Party shall keep the other Parties informed of its efforts to remedy the effect of the Force Majeure event and shall make reasonable efforts to mitigate such event on a continuous basis and shall provide written notice of the resumption of performance hereunder.
- b. Any period within which a Party shall, pursuant to the Agreement to be entered into, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

6.17. Restriction due to COVID-19

If there are any circumstances that reasonably restrict or affect the ability of organization's personnel to travel or to be physical present at any specific office/location, then without prejudice to any obligations (including payment obligations), DSEU shall allow such personnel to work from home or other remote location till the time such circumstances exist.

6.18. Indemnity

Both parties agree to defend, indemnify and hold harmless the other party from injuries, damages and loss, including costs and attorneys fees, arising from the negligent acts and omissions of its employees, officers and

agents under the Agreement to be entered into provided that the liability of each party shall stand proportionately reduced to the extent the event giving rise to the said liability was a result of wilful misconduct, omission or contribution of the other party and further provided that each party notifies the other party immediately of such claim being brought in and the other party is given full and unfettered authority to defend, negotiate, compromise or otherwise settle the said claim at its own cost. Both parties shall also not make any statements or admissions with respect to the claim without obtaining the prior written permission of the other party.

Bidders shall, at its expense, indemnify and hold the Delhi Skill and Entrepreneurship University harmless from and against any Claim with respect to withholding taxes, worker's compensation, employee's benefits, or any other claim, demand, liability, damage, or loss of any nature relating to any of the personnel provided by Bidders.

6.19. Intellectual Property Rights

Any course content, curriculum, training manual, instruction material (physical or digital) or other relevant material that is developed after the commencement of the Assignment shall be owned exclusively by DSEU.

However, any course content, curriculum, training manual, instruction material (physical or digital) or other relevant material that was already developed before the commencement of the Assignment and is the exclusive intellectual property of the Agency or its partners, shall continue to be owned exclusively by the Agency until the expiration of a 5 year period. Thereafter, DSEU will have intellectual property rights over all content, curriculum, and teaching-learning material being deployed at the University unless mutually agreed otherwise in written form.

6.20. Conflict of Interest

The Agency shall disclose to DSEU in writing, all actual and potential conflicts of interest that exist, arise or may arise (either for the Vendor or the Bidder's team) in the course of performing the Service(s) as soon as practical after it becomes aware of that conflict.

6.21. Termination

The agreement to be entered into with the selected Agency shall terminate naturally upon the completion of a period of 10 years unless otherwise extended as per the provisions laid down in this respect.

Additionally, in case of material breach of any provisions of the agreement entered into with the selected Agency DSEU will reserve the right to terminate the agreement and initiate the necessary process to transfer operations of the CoE from the selected Agency.

Further the governing body (SLEC) set up for the purposes of monitoring the performance of the CoE shall conduct a detailed review of the performance parameters a minimum of every 2 years. As a consequence of such review, if the SLEC concludes that the Agency is unable to maintain a prescribed minimum standard of performance, a penalty may be imposed on the Agency. However such penalty may not exceed 20% of the per student charge quoted in the commercial bid. The SLEC may also put the Agency on notice and provide a period of minimum six months to rectify its operations and improve the performance of the CoE. Upon expiry of the said period, if the SLEC is of the view that the performance parameters have not materially improved/

are unlikely to improve upon grant of further extension, it may recommend discontinuing the association with the Agency and under such case DSEU will reserve the right to terminate the agreement with the Agency.

In case of termination of agreement, the Agency may be required to continue the operations of the CoE till such time alternate arrangements are made so as to not affect the day to day administration of the Centre.

Further details on the process of termination, handover, liquidation of damages and other relevant areas will be detailed in the agreement to be entered into with the selected Agency.

6.22. Governing Law and Dispute Resolution/ Arbitration

The Agency and DSEU shall endeavour their best to amicably settle all disputes arising out of or in connection with the agreement to be entered for the execution of the Assignment in the following manner:

- a. The Party raising a dispute shall address to the other Party a notice requesting an amicable settlement of the dispute within seven (7) days of receipt of the notice.
- b. The matter will be referred for negotiation between the Registrar, DSEU and the Authorized Official of the Bidder. The matter shall then be resolved between them and the agreed course of action documented within a further period of 15 days.

The jurisdiction of the court at Delhi/ New Delhi shall have the exclusive jurisdiction to try all disputes, if any, arising out of this agreement between the parties. However, if the disputes are not resolved by joint discussions then the matter will be referred for adjudication to a sole arbitrator appointed by the Chancellor of the University. The award of the sole arbitrator shall be final and bind on all the parties. The arbitration proceedings shall be governed by Indian Arbitration and Conciliation Act, 1996 as amended from time to time.

The "Arbitration Notice" should accurately set out the disputes between the parties, the intention of the aggrieved party to refer such disputes to arbitration as provided herein, the name of the person it seeks to appoint as an arbitrator with a request to the other party to appoint its arbitrator within 45 days from receipt of the notice. All notices by one party to the other in connection with the arbitration shall be in writing and be made as provided in this tender document.

The arbitrators shall hold their sittings at New Delhi. The arbitration proceedings shall be conducted in English language. Subject to the above, the courts of law at New Delhi alone shall have the jurisdiction in respect of all matters connected with the Contract/Agreement even though other Courts in India may also have similar jurisdictions. The arbitration award shall be final, conclusive and binding upon the Parties and judgment may be entered thereon, upon the application of either party to a court of competent jurisdiction. Each Party shall bear the cost of preparing and presenting its case, and the cost of arbitration, including fees and expenses of the arbitrator, shall be shared equally by the Parties.

The Bidder shall not be entitled to suspend the Service/s or the completion of the job, pending resolution of any dispute between the Parties and shall continue to render the Service/s in accordance with the provisions of the Contract/Agreement notwithstanding the existence of any dispute between the Parties or the subsistence of any arbitration or other proceedings.

6.23. Miscellaneous

The Selection Process shall be governed by, and construed in accordance with, the laws of India and the Courts at New Delhi shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the Selection Process.

DSEU, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to:

- (i) suspend and/or cancel the Selection Process and/or amend and/or supplement the Selection Process or modify the dates or other terms and conditions relating thereto;
- (ii) consult with any Bidder in order to receive clarification or further information;
- (iii) retain any information and/or evidence submitted to DSEU by, on behalf of and/or in relation to any Bidder; and/or
- (iv) independently verify, disqualify, reject and/or accept any and all submissions or other information and/or evidence submitted by or on behalf of any Bidder.
- (v) It shall be deemed that by submitting the Proposal, the Bidder agrees and releases DSEU, its employees, agents and advisers, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/or performance of any obligations hereunder, pursuant hereto and/or in connection herewith and waives any and all rights and/ or claims it may have in this respect, whether actual or contingent, whether present or future. All documents and other information provided by the Bidder or submitted to DSEU shall remain or become the property of Client and the concerned State Governments. Applicants are to treat all information as strictly confidential. DSEU will not return any Proposal or any information related thereto. All information collected, analyzed, processed or in whatever manner provided by the Bidder in relation to the consultancy shall be the property of DSEU. The DSEU reserves the right to make inquiries with any of the clients listed by the Bidders in their previous experience record.

Registrar
Delhi Skill and Entrepreneurship University

ANNEXURES

Form 1 – Bid Main Cover Letter

To,
Registrar,
Delhi Skill and Entrepreneurship University,
Integrated Institute of Technology Complex,
Sector 9, Dwarka, New Delhi

Sir,

Having examined the RFP document, the receipt of which is duly acknowledged, we, the undersigned, offer to provide the services as required and outlined in the RFP for Setting up and Operating a Centre of Excellence for Paramedical and Allied Health Care Sciences in PPP Model with Delhi Skill and Entrepreneurship University (DSEU)".

Each page of the Technical and Commercial Bid has been signed by the Authorized Signatory.

1. We do hereby undertake, that, in the event of acceptance of our bid, the services shall be provided as stipulated in the RFP document and that we shall perform all the incidental services.
2. We agree to abide by our offer for a period of 90 days from date of opening of bids.
3. We have carefully read and understood the terms and conditions of the RFP and the conditions of the contract applicable to the bid and we do hereby undertake to provide services as per terms and conditions mentioned in the RFP.
4. The information contained in this Bid or any part thereof, including its exhibits, schedules, and other document(s) delivered or to be delivered to DSEU, is true, accurate, and complete.
5. It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company/firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Yours sincerely,

(Signature) (In the capacity of)

Date:

Duly authorized to sign the RFP Response for and on behalf of: (Name and Address of Company) Seal/Stamp of bidder.

Form 2: General Information about the Bidder

Details of the Bidder (Lead Bidder and Consortium)		
1.	Name of the bidder	
2.	Address of the bidder	
3.	Legal status of bidder	
4.	Details of incorporation of the sole/prime bidder	Date: Ref.#
5.	Details of Commencement of Business of sole/prime bidder	Date: Ref.#
6.	Valid Goods & Services Tax (GST) registration no. of sole/prime bidder	
7.	Permanent Account Number (PAN) of sole/prime bidder	
8.	Name & Designation of the contact person to whom all reference shall be made regarding this RFP	
9.	Telephone No.(with STD Code)	
10.	E-Mail of the contact person:	
11.	Mobile No of contact person.	
12.	Adhaar card no. of contact person	
13.	Website	
14.	Disputes/ Legal case (if any)	

Name & Signature
(Authorized Signatory Company Seal)

Form 3: Affirmative Statement for Conflict of Interest

[On the letter head of the organization]

Self-Certificate

To
Registrar,
Delhi Skill and Entrepreneurship University,
Integrated Institute of Technology Complex,
Sector 9, Dwarka, New Delhi 110077

Sir,

Bidder shall furnish on its Letterhead an affirmative statement as to the existence of, absence of, or potential for conflict of interest on the part of the bidder due to prior, current, or proposed contracts, engagements, or affiliations with DSEU.

Additionally, such disclosure shall address any and all potential elements (time frame for service delivery, resource, financial or other) that would adversely impact the ability of the bidder to complete the requirements as given in the RFP.

Yours sincerely,

Dated this Day of 2021 (Signature) (In the capacity of)

Duly authorized to sign the RFP Response for and on behalf of:

(Name and Address of Company)

Seal/Stamp of bidder

Form 4(a): Pre-qualification Criteria checklist

S.No	Pre-qualification Criteria	Requisite Documents/ Form No.
1	Bidder should be a registered Partnership Firm/ Private Limited Company/ Public Limited Company/ Registered Society/ Trust/ Government Institutions/ Public Sector Unit/ Educational Institute including Technical and Professional Institute having relevant affiliation or recognition and should have legal existence of at least 5 years as on the date of publication of the bid.	Relevant document indicating proof of legal nature of Bidder (e.g. certificate of incorporation, partnership dee, etc.)
2	Bidder must be associated as training partner with the National Skill Development Cooperation or have prior experience of designing and operating healthcare courses in partnership with Universities	Copy of the relevant Memorandum of Understanding
3	Bidder must have experience of at least of 3 years in running skilling/ training centers in at least 1 allied healthcare sector, having trained a minimum of 5000 people	Self certificate to this effect as per Form 5 of the Annexure
4	Bidder should have average turnover/ budget/ total spend of minimum Rs. 40 Crores in the last three financial years (2017-18, 2018-2019, 2019-20)	1. Declaration signed by Chartered Accountant as per Form 6 of the Annexure 2. Copy of Audited Financial Statements for the three financial years
5	Bidder should have, during the last three years (2017-18, 2018-19 and 2019-20) neither failed to perform on any agreement, nor been expelled from any project or agreement or have had any agreement terminated for breach or have been blacklisted by any agency/ State Government/ Central Government, nor have been indicted for corrupt and/or fraudulent practices	Self certificate to this effect as per Form 7 of the Annexure
6	Members of the Consortium shall enter into a binding Joint Bidding Agreement	Copy of Joint Bidding Agreement
7	SPOC must certify that he/she signs as the Constituted Attorney of the consortium	Power of Attorney

Name & Signature
(Authorized Signatory Company Seal)

In case of a consortium, a copy of the certificate of incorporation, Form 10 has to be submitted for each consortium member and Minimum Qualification Criteria for average annual turnover should be satisfied by the Lead Member.

Name & Signature

Authorized Signatory Company Seal

Form 4(b): Evaluation Criteria

S No	Technical Criteria	Details	Max Marks
1	Past experience in imparting skills training in relevant fields and courses (Form 4)	<p>a) Years of experience in running skilling center offering healthcare courses that are a minimum of 12 months (5 marks - 1 mark per year of experience)</p> <p>b) No. of students trained in programs that are a minimum of 12 months (5 marks)</p> <p>c) Outcomes - Placement % for students trained under criteria (b) above (5 marks)</p> <p>d) Outcomes - Avg Salaries for students trained under criteria (b) above (5 marks)</p>	20
2	Infrastructure to be established (Form 13)	The bidder may provide details of proposed infrastructure including but not limited to technical laboratories, smart classes & digital infrastructure, interactive classes, and simulation/VR labs	10
3	Breadth and variety of courses proposed and relevance to Delhi (Form 14)	Score will be assigned basis breadth of courses bid for i.e. Diploma, Bachelor's Degree and Postgraduate Degree and also the variety of courses proposed in each	10
4	Sample faculty profiles (Form 7)	1 sample faculty profile should be provided for each unique course proposed in criteria 3.	10

5	Sample course structures and curriculum (Form 15)	The curriculum will be evaluated based on: <ul style="list-style-type: none"> • Industry relevance (4 marks) • Integration of digital pedagogy & e-learning tools (3 marks) • Integration of soft skills/employability skills (3 marks) 	10
6	Access to clinical partners	Letter of Intent/other documentary proof, signed maximum upto 5 years before the date of submission of bid, indicating partnerships/tie-ups with 5 established partners (recognised and large hospitals/clinics/diagnostic chains) for knowledge sharing and on-job-training, internships, and placements (10 marks) No. of beds available in Delhi-NCR by applicant or partner companies - Proof to be mentioned in Letter of Intent (5 marks)	15
7	Technical Presentation on proposed Approach & Methodology to establish the CoE along with detailed work plan (Form 11 and 12)		25
Total Marks			100

Note:

1. The Agency may propose a phased approach with a subset of courses to be launched in Year 1 and scale up in successive years.

Choice of courses may be modified subsequently based on market/industry demand as long as they are mutually agreed with Agency and DSEU

Form 5: Self-Certificate for relevant experience

[On the letterhead of the organization]

Self-Certificate

To
Registrar,
Delhi Skill and Entrepreneurship University,
Integrated Institute of Technology Complex,
Sector 9, Dwarka, New Delhi 110077

In response to the RFP No. _____ dated _____ for quoting against the RFP as an Authorized Representative(s) of M/s. _____ I / We hereby declare that as on date of submission of the proposal, we experience of at least of 3 years in running skilling/ training centers in at least 1 allied healthcare sector, having trained a minimum of 5000 people

Signature:
Name of the Authorized Signatory:
Designation:

** Self-Certificate on the letterhead of the bidder signed by Authorized signatory with the bidder's seal and stamp

Form 6: Financial Information

The applicant should give a declaration by a chartered accountant on their letter head duly signed and sealed in the following format.

To whomsoever it may concern

On the basis of audited financial statements, we hereby certify that (Name of Agency) having registered office at (Office address) has an average annual turnover of Rupees _____ (in numerals and words) in the past three consecutive financial years (2017-18, 2018-19 and 2019-20). The details of annual turnover are mentioned below:

Sl. No.	Financial Year	Annual Turnover (INR)
1	2017-18	
2	2018-19	
3	2019-20	
	Average Turnover	

Note: Audited financial statements for the past three years (2017-18, 2018-19 and 2019-20) should be submitted by the Applicant.

(Chartered Accountant): Signature

Name Registration

No. Contact No.

Seal:

Date:

Place

Form 7: Self-Certificate for successful compliance of contracts

[On the letterhead of the organization]

Self-Certificate

To
Registrar,
Delhi Skill and Entrepreneurship University,
Integrated Institute of Technology Complex,
Sector 9, Dwarka, New Delhi 110077

In response to the RFP No. _____ dated _____ for quoting against the RFP as an Authorized Representative(s) of M/s. _____ I / We hereby declare that during the last three years (2017-18, 2018-19 and 2019-20) we have neither failed to perform on any agreement, as evidenced by imposition of penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration against the bidder, nor been expelled from any project or agreement or have had any agreement terminated for breach, as evidenced by imposition of a penalty by a final arbitral or judicial pronouncement against the bidder, nor have been blacklisted by any agency/ State Government/ Central Government, or have been indicted for corrupt and/or fraudulent practices.

Signature:
Name of the Authorized Signatory:
Designation:

** Self-Certificate on the letterhead of the bidder signed by Authorized signatory with the bidder's seal and stamp

Form 8: Organization Project Experience

Bidders use this format for demonstrating their related experience, in carrying out similar assignments. Use separate formats for individual experience.

Name of Training Centre:			
Location of Training Centre:			
Accreditation Partner:			
List of courses			
Name of course	Course 1	Course 2	Course 3
Duration of the course			
Years of operating the course			
No. of faculty & training staff			
Avg. Admission fee			
No. of Students admitted			
No. of Students Passed			
No. of Students Placed			
Avg % of placements			
Job roles targeted			
Employers with highest placements			
Avg Salary offered			
Remarks			

Note: For each experience, the bidder must attach Completion certificate along with a copy of work order, contract/agreement for each project highlighting the 'name of the bidder and the client', 'value (amount in Rs.) of the contract', duration of the contract, and the scope of work.

Form 9: Self-Certificate for number and details of qualified Manpower/Employees/ Faculty

[On the letterhead of
the organization]

To
Registrar,
Delhi Skill and Entrepreneurship University,
Integrated Institute of Technology Complex,
Sector 9, Dwarka, New Delhi 110077

Self-Certificate

In response to the RFP No. _____ dated _____ for quoting against the RFP as an Authorized Representative(s) of M/s. I / We hereby declare, as on date of submission of the proposal, have following number of qualified personnel/ consultants for this agency.

Staff engaged *

Name of Staff/ Faculty	Designation	Years of Experience	Area of Expertise

**Can be hired as a sub consultant/ subcontractor if the Project is awarded. Only to be added with the explicit written consent of the person whose name is being added here.*

Signature:
Name of the Authorized Signatory:
Designation:

**** Self-Certificate on the letterhead of the bidder signed by Authorized signatory with the bidder's seal and stamp and submit profiles of the team along with Self Certificate.**

Form 10: Profiles of the proposed core team/ faculty members & experts to be deployed for the project

Using the format provided below, please provide profiles of the core team.

Photo	Name				
	Proposed Position:				
	Date of Birth				
	Educational qualifications and Academic Record:				
	Field of specialization				
Teaching experience	Institute	Position	Courses taught	From	To
Research Projects and Publications (if any)					
Consultancy Projects (if any)					
Conferences, Seminars					
Memberships and Positions held					

Awards and Honours	
---------------------------	--

Form 11: Description of the approach and methodology for the project

Bidder to provide the detailed approach and methodology for extending services as per the Scope of Work mentioned under the RFP. Bidder may choose to submit the detailed approach and methodology in either Word or PPT format. The submission shall be identical to the document used for the final presentation.

Form 12: Work plan for performing the assignment

Bidder to provide detailed activity schedule for the entire work plan for the project

Form 13: Format for Infrastructure to be established

The applicant should provide details of proposed infrastructure including but not limited to technical laboratories, smart classes & digital infrastructure, interactive classes, and simulation/VR labs on their letter head duly signed and sealed in the following format:

S. No.	Name of Infrastructure Component	Description & technical Specifications	Proposed Qty	Unit Cost (in Rs.)	Total Cost (in Rs.)

Dated:

(Signature) (In the capacity of)

Duly authorized to sign the RFP Response for and on behalf of: (Name and Address of Company)

Seal/Stamp of bidder

Form 14: Breadth of courses proposed and relevance to Delhi

S. No.	Degree/Diploma to be awarded	Name of Course	Duration of Course	Proposed Batch Size per year	Industry relevance of course in Delhi's context

Form 15: Sample course structures and curriculum

Bidder to provide sample course structure and curriculum which may include samples of books, digital material, worksheet, etc.

Form 16: Bid Securing Declaration

I hereby submit a declaration that the bid submitted by the undersigned, on behalf of the bidder, [Name of the bidder), shall not be withdrawn or modified during the period of validity i.e. not less than 90 (Ninety) days from the date of opening of bids.

I, _____ on behalf of the bidder, (Name of the bidder), also accept the fact that in case the bid is withdrawn or modified during the period of its validity or if we fail to sign the contract in case the work is awarded to us or we fail to submit a performance security before the deadline defined in (RFP), then (Name of the bidders) will be suspended for participation in the tendering process for the works of Delhi skill and Entrepreneurship University, for a period of one year from the bid due date of this work

(Signature of the Authorized Signatory)

(Official-Seal)

Form 17: Format for Commercial Bid

<To be placed in Commercial Bid envelope>

To

Registrar,
Delhi Skill and Entrepreneurship University,
Integrated Institute of Technology Complex,
Sector 9, Dwarka, New Delhi

Having examined the RFP document, the receipt of which is hereby duly acknowledged, I/We, the undersigned, offer to provide the services as required and outlined in the RFP for **“Selection of agency for Setting up and Operating a Centre of Excellence for Paramedical and Allied Health Care Sciences in PPP Model with Delhi Skill and Entrepreneurship University”**.

I/ We have carefully read and understood the terms and conditions of the RFP and we do hereby undertake to provide the services as per terms and conditions mentioned in RFP.

1. We are hereby submitting our complete commercial Bid as per the prescribed format.
2. The overall Commercial Bid outlining the Per Student Expenditure Support amount in the first year of operation, to be revised annually in line Section 5.1 of the RFP document, is as follows:

Proposed course	Per Student Expenditure Support
Diploma Programs	
Bachelors Degree Programs	
Post Graduate Degree Program	

3. Our Commercial Bid is inclusive of statutory taxes, duties, and charges and levies as applicable i.e. GST or any travel cost outside of Delhi.
4. Further, if any courses are added by mutual agreement subsequently, our Commercial Bid will remain the same
5. The Commercial Bid has been signed by the Authorized Signatory and shall be binding upon us.
6. We understand and hereby accept that DSEU will evaluate our Bid on the basis of Total Contract Value quoted by us.
7. It is hereby confirmed that I/We are entitled to act on behalf of our corporation / company / firm / organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Yours sincerely, Dated:

(Signature) (In the capacity of)
 Duly authorized to sign the RFP Response for and on behalf of: (Name and Address of Company)
 Seal/Stamp of bidder

Checklist of Documents to be Submitted

Following documents should be sealed in two separate envelopes and submitted to the O/o Registrar, Delhi Skill and Entrepreneurship University, Integrated Institute of Technology Complex, Sector 9, Dwarka, New Delhi with the bid no., submission time & date mentioned in the bid document. The cover should clearly indicate the name, address, telephone number, E-mail ID and fax number of the bidder.

Envelope 1	
Supporting documents for Qualification as Bidder	
1	Covering Letter as per Form 1 of Annexure
2	General Information about Bidder as per Form 2 of Annexure
3	Affirmative Statement for Conflict of Interest as per Form 3 of Annexure
4	Signed Pre-qualification criteria checklist as per Form 4(a) of Annexure
5	Signed copy of bid document as token of acceptance of the clauses and terms & conditions of the RFP.
6	Requisite Letter of Authorization / Power of Attorney
7	Copy of relevant documents serving as proof of legal nature of the entity (e.g. Certificate of incorporation, Partnership Deed, etc.)
8	Copy of the relevant Memorandum of Understanding entered into with NSDC/ other University
9	Self certificate as per Form 5 of Annexure
10	Declaration signed by Chartered Accountant as per Form 6 of Annexure
11	Copy of Audited Financial Statements for the three financial years
12	Self certificate as per Form 7 of Annexure
13	Copy of Joint Bidding Agreement (if bidding as consortium)
14	Power of Attorney certifying signatory as the Constituted Attorney of the consortium (if bidding as consortium)
Supporting documents for Technical Bid	

15	Organization's Project Experience
16	Self-Certificate for number and details of qualified Manpower/Employees/ Faculty
17	Profiles of the proposed core team/ faculty members & experts to be deployed for the project
18	Description of the approach and methodology for the project
19	Work plan for performing the assignment
20	Format for Infrastructure to be established
21	Breadth of courses proposed and relevance to Delhi
22	Sample course structures and curriculum
Envelope 2	
Supporting documents for Commercial Bid	
23	Bid Securing Declaration as per Form 16 of Annexure
24	Commercial bid as per Form 17 of Annexure

