



Tribal Research and Training Institute (TRTI), Pune

*An Autonomous Institute of Govt. of Maharashtra under
Tribal Development Department*

**“Expression of Interest (EOI) for Empanelment of
Coaching Institute for Non- Residential Online
Coaching for JEE (Mains & Advanced) and NEET
Entrance Examination to the target group of TRTI
in Maharashtra”**

Issued By,

Tribal Research and Training Institute (TRTI)

28, Queens Garden, Camp, Pune-411001
Tel No.: 020 -26360941, 26362071

Email Id: trti.mah@nic.in

Website: <https://trti.maharashtra.gov.in>

Tender Notification No.: TRTI/2026/Training-JEE & NEET_Online/Desk-4/2208

Dated- 11 / 05 / 2026



**Tribal Research & Training
Institute, Pune**
Government of Maharashtra
28, Queen's Garden, Pune - 411 001
Tel - 020-26362772 Fax 020-2636 0026
Website-trti.maharashtra.gov.in



email: trti-mah@nic.in

TRTI/2026/Training-JEE & NEET_Online/Desk-04/

Date: / /2026

Online Expression of Interest (in Single Bid system - Technical Bid) are invited for empanelment of Coaching Institutes for providing Non-Residential Online live interactive coaching for JEE (Mains & Advanced) and NEET Entrance Examination to the target group of TRTI in Maharashtra. Interested coaching institutes having adequate resources and experience can submit their Technical Bid online on website <https://mahatenders.gov.in/>

Name of the Service	Estimate cost	Tender Fee (in Rs)	Earnest Money Deposit (EMD) (in Rs)
Expression of Interest (EOI) for Empanelment of Coaching Institute to provide Online coaching for JEE (Mains & Advanced) and NEET Examination for the target group of TRTI in Maharashtra.	Rs. 3,50,00,000/-	Rs. 35,000/-	Rs. 3,50,000/-

1. The Coaching Institutes shall be Empaneled based on the Technical Evaluation.
2. **Joint Venture, Consortium, Franchise, and sub-contracting is not permitted.**
3. The Bid document available on website <https://mahatenders.gov.in>
4. The interested bidders will have to register and enroll on website <https://mahatenders.gov.in/>
5. The interested bidders will have to submit all the required documents by online submission only.
6. The **Tender fees of Rs. 35,000/-** is required to be deposited online.
7. The **EMD of Rs. 3,50,000/-** is required to be deposited online.
8. The detailed bid document is also available on TRTI website i.e. <https://trti.maharashtra.gov.in>
9. Interested bidders shall submit their bid on or before **23/05/2026, 17:00 hrs.**
10. Right to reject any part of the bid or all the bids is reserved by TRTI, Commissioner.

Notice:

This document is the property of TRTI, Pune. It may not be copied, distributed, or recorded on any medium, electronic or otherwise, without TRTI's written permission, even by the authorized personnel / company / agency for any purpose other than the purpose specified herein and it is strictly prohibited as it shall Amount to copyright violation and thus shall be punishable under the Indian Law.

Sd/-
(Manjiree Manolkar, IAS)
Commissioner
TRTI, Pune

DISCLAIMER

1. The information contained in this Expression of Interest document (the "EOI") or subsequently provided to Applicant(s), whether verbally or in documentary or any other form, by or on behalf of Tribal Research and Training Institute, Pune, (TRTI) or any of its employees or advisors, is provided to Applicant(s) on the terms and conditions set out in this EOI and such other terms and conditions subject to which such information is provided.
2. This EOI is not an agreement and is neither an offer nor invitation by Tribal Research and Training Institute, Pune, (TRTI) to the prospective Applicants or any other person. The purpose of this EOI is to provide interested parties with information that may be useful to them in the formulation of their application for qualification and thus selection pursuant to this EOI (the "Application"). This EOI includes statements, which reflect various assumptions and assessments arrived at by TRTI in relation to the work/s. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. This EOI may not be appropriate for all persons, and it is not possible for TRTI, its employees or advisors to consider the objectives, financial situation and particular needs of each party who reads or uses this EOI. The assumptions, assessments, statements and information contained in this EOI may not be complete, accurate, adequate or correct. Each Applicant should therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this document and obtain independent advice from appropriate sources.
3. Information provided in this EOI to the Applicant(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. TRTI accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.
4. TRTI, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant or Bidder, under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this EOI or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the EOI and any assessment, assumption, statement or information contained therein or deemed to form part of this EOI or arising in any way with selection of Applicants for participation in the Bidding Process.
5. TRTI also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused / arising from reliance of any Applicant upon the statements contained in this EOI.
6. TRTI may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this EOI.
7. The issue of this EOI does not imply that TRTI is bound to select and shortlist applications and reserves the right to reject all or any of the applications or Bids without assigning any reasons whatsoever. The Applicant shall bear all its costs associated with or relating to the preparation

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and submission of its Application including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by TRTI or any other costs incurred in connection with or relating to its Application. All such costs and expenses will remain with the Applicant and TRTI shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation for submission of the Application, regardless of the conduct or outcome of the Bidding Process.

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Section-A: Invitation for Expression of Interest (EOI)

Tribal Research and Training Institute, Pune (here in after referred to as **TRTI**), invites online Expression of Interest (EOI) for Empanelment of Coaching Institute to provide Online live interactive coaching for JEE (Mains & Advanced) and NEET Examination to the target group of Tribal Research and Training Institute, Pune (here in after referred to as **TRTI**).

Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions, and implications.

The complete bid document is available on the website <https://mahatenders.gov.in/> and <https://trti.maharashtra.gov.in/> for the purpose of downloading. The downloaded bid document shall be considered valid for participation in the electronic bidding process (e-Tendering) subject to the submission of online bid and online payment of tender fee and EMD.

To participate in online bidding process, Bidders must procure a Digital Signature Certificate as per Information Technology Act-2000 using which they can digitally sign and encrypt their electronic bids.

Section-2: Key Events & Dates

1. Key Events and Dates

Sr. No.	Event	Date & Time
1	Publish Date	11/05/2026, 11:00 hrs.
2	Document Download / Sale Start Date	11/05/2026, 11:00 hrs.
3	Bid Submission Start Date	11/05/2026, 11:00 hrs.
4	Clarification Start Date	11/05/2026, 11:00 hrs.
5	Clarification End Date	18/05/2026, 13:00 hrs.
6	Pre-Bid Meeting Date	18/05/2026, 15:00 hrs.
7	Bid Submission End Date	23/05/2026, 17.00 hrs.
8	Technical Bid Opening	25/05/2026, 17.00 hrs.
9	Technical Presentation	To be intimated later

2. Other Important Information Related to Bid

Sr No	Item	Remark
1	Earnest Money Deposit (EMD) (To be paid online)	Rs. 3,50,000/-
2	Tender Fee – (To be paid online)	Rs. 35,000/- (Non-Refundable)
3	Bid Validity Period	One-hundred-and-twenty (120) days from the date of submission of Bid.

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Section-B: Instruction to Bidders

This Expression of Interest (EOI) for Empanelment of Coaching Institute to providing online live interactive coaching to the target group of TRTI, Pune for JEE (Mains & Advanced) and NEET Examination. The Coaching institute should provide online live interactive coaching through Android Tablet and should also provide unlimited access for all the recorded lectures, test practice, study material, etc. till the completion of course duration to the candidates to be sponsored by Tribal Research and Training Institute (TRTI), Pune.

Glossary of Terms

- a. Tribal Research and Training Institute – TRTI
- b. The term ‘Tender’ and ‘EOI’ has same meaning in the document

Acronyms:

1. TRTI- Tribal Research and Training Institute
2. EOI – Expression of Interest
3. SoW – Scope of Work
4. GC – General Conditions
5. SC – Special Condition
6. PBG- Performance Bank Guarantee
7. GST – Goods & Service Tax
8. EMD – Earnest Money Deposit
9. JEE – Joint Entrance Examination
10. NEET – National Eligibility Cum Entrance Test

1. Background of TRTI, Pune

Tribal Research and Training Institute, Pune (TRTI, Pune) is an Autonomous Institute of Tribal Development Department, Government of Maharashtra Registered under Bombay Public Trust Act, 1950. The Tribal Research & Training Institute (TRTI) was established in May, 1962 to undertake research studies on various aspects of tribal and to assess the impact of developmental programs/ schemes on the life of the tribal people.

The main objectives of the institute

- ✓ To conduct basic as well as applied research on tribal related issues.
- ✓ To take up evaluation of various schemes aimed at Tribal development and welfare as well as tribal youth.
- ✓ To impart relevant training to different levels of personnel in the tribal department.
- ✓ To provide competence building opportunities to the Tribal.
- ✓ To develop and maintain knowledge base related to the tribes and Tribal development.
- ✓ To preserve and propagate the culture, heritage and traditions of Tribes.
- ✓ To disseminate information about the Tribes and their indigenous knowledge and skills.

The Institute is an Autonomous body which also conducts Youth Leadership Training Programme for tribal youths in Tribal Sub Plan Areas all over the State. It also has a Tribal Cultural Museum consisting of 5 galleries of various tribal art, art crafts etc. It has a well-equipped library cum study hall consisting of books on various subjects like Anthropology, Sociology, Economics, Law, Computer Science, general Encyclopedia etc. The library cum study hall has books required for competitive examinations also and subscribes to periodicals relevant in the areas of tribal development. In all there are about 20,000 books available in the library cum study hall.

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2. Scope of Work -

Online live interactive coaching is to be provided for the complete syllabus applicable for both JEE (Mains & Advanced) and NEET examination to the candidates to be sponsored by Tribal Research & Training Institute, Pune. The Approximate number of Candidate for providing Online Coaching for JEE (Mains & Advanced) and NEET Examination for the target group of TRTI in Maharashtra is given below & it may increase or decrease after the empanelment.

Sr No	Name of Department	Name of Coaching	Number of Candidates (Approx.)
1	Tribal Research & Training Institute, Pune (TRTI)	JEE (Mains & Advanced) and NEET Examination	1000
	Total		1000

About JEE (Joint Entrance Examination) –

JEE stands for Joint Entrance Examination. It is a national-level entrance examination in India for students seeking admission to undergraduate engineering, architecture, and planning programs in various institutions, including the prestigious Indian Institutes of Technology (IITs), National Institutes of Technology (NITs) and Indian Institutes of Information Technology (IIITs). The test consists of three subjects Physics, Chemistry & Mathematics.

JEE-Main is conducted by National Testing Agency (NTA). JEE-Main has two papers, Paper-I and Paper-II. Both papers contain multiple choice questions. Candidates who succeed in the JEE Main examination are eligible to appear for the next round of the test which is JEE Advanced.

About NEET (National Eligibility Cum Entrance Test) –

NEET (National Eligibility cum Entrance Test) is a standardized entrance exam in India for students seeking admission to undergraduate medical and dental courses (MBBS, BDS, and AYUSH programs) in both government and private institutions.

The exam typically based on the NCERT curriculum for Classes 11 and 12, covering Physics, Chemistry, and Biology (Botany & Zoology)

1. Bid process:

The Bidder has to submit a bid on line in one envelope system containing Technical Bid for “Empanelment of Coaching Institute to provide online live interactive coaching for JEE (Mains & Advanced) and NEET Examination for the target group of TRTI in Maharashtra.”

2. Tender Fee (Non-Refundable)

The bidders are requested to deposit the Tender fee of **Rs.35,000/-** online through Internet Banking. Proof of the same should be attached with the Technical Bid. It is to be noted that the Tender Fee is non- refundable, however, tender fee will be refunded in case of cancellation of overall tender process by TRTI, Pune.

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3. Earnest Money Deposit

The Earnest Money Deposit (EMD) of **Rs. 3,50,000/-** is required to be deposited online through / Net Banking. Proof of the same should be attached with the Technical Bid.

- a) No interest will be payable to the bidder on the Amount of the EMD.
- b) The EMD shall be denominated in Indian Rupees only.
- c) Bids submitted without adequate EMD will be liable for rejection.
- d) EMD of unsuccessful bidders will be refunded after completion of Bid process.
- e) EMD of successful bidders will be returned after successful completion of Bid process /AOC/ Empanelment.
- f) EMD shall be non-transferable.
- g) The EMD may be forfeited:
 - i. If a Bidder withdraws his bid or revises/ increases agreed prices during the period of bid validity or its extended period, if any.
 - ii. If successful bidder fails to sign the Contract within time specified by TRTI, PUNE.
 - iii. If during the bid process, a bidder indulges in deliberate act that would jeopardize or unnecessarily delay the process of bid evaluation and finalization. The decision of the TRTI, PUNE regarding forfeiture of the EMD shall be final and binding upon bidders.

4. Transfer of bid

The Bid / EOI Document are not transferable. The bidder who downloads the Bid document and submits the Bid shall be the same. **All documents submitted by bidders in the technical envelop must be in the same name in which the bid is submitted.**

5. Consortium, Joint Ventures and Sub-contracting

Bid of Joint venture/ Consortium / Franchise /Sub-contracting will not be accepted.

6. Completeness of Response

- a. The Tender Document may not contain all the information as Bidder (s) may require. It may not address the needs of all Bidders. They should conduct due diligence, investigation, and analysis, check the information's accuracy, reliability, and completeness, and obtain independent advice from appropriate sources. Information provided in the Tender Document to the Bidder(s) is on a wide range of matters, some of which may depend upon interpreting the law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The TRTI, its employees and other associated organization accept no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.
- b. The TRTI its employees and other associated organization make no representation or warranty for the accuracy, adequacy, correctness, completeness or reliability, assessment, assumption, statement, or information in the Tender Document. They have no legal liability, whether resulting from negligence or otherwise, for any loss, damages, cost, or expense that may arise from/ incurred/ suffered howsoever caused to any person, including any Bidder,

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on such account.

- c. Bidders are advised to study all instructions, forms, Annexures, terms, requirements and other information in the Bid documents carefully. Submission of bid shall be deemed to have been done after careful study and examination of the Bid document with full understanding of its implications.
- d. The response to this EOI should be full and complete in all respects. Failure to furnish all information required by the EOI document or submission of a proposal not substantially responsive to the EOI document will be at the Bidder's risk and may result in rejection of their Proposal.

7. Place of opening of EOI

The EOI will be opened online in the Office of Tribal Research and Training Institute, (TRTI), Maharashtra State, Pune, 28, Queen's Garden, Near Old Circuit House, Pune-411001 on the scheduled dates.

8. Bid preparation costs

The bidder shall submit the bid at their own cost and TRTI, Pune or any associated organization shall not be held responsible for any cost incurred by the bidder. Submission of a bid does not entitle the bidder to claim any cost and rights over TRTI, Pune and TRTI, Pune shall be at liberty to cancel or modify any or all bids without giving any reason thereof. The Bidder(s) shall bear all direct or consequential costs, losses and expenditure associated with or relating to the preparation, submission, and subsequent processing of their Bids, including but not limited to preparation, copying, postage, delivery fees, expenses associated with any submission of samples, demonstrations, or presentations which the Procuring Entity may require, or any other costs incurred in connection with or relating to their Bids. All such costs, losses and expenses shall remain with the Bidder(s), and the Procuring Entity shall not be liable in any manner whatsoever for the same or any other costs, losses and expenses incurred by a Bidder(s) for participation in the Tender Process, regardless of the conduct or outcome of the Tender process.

9. Amendment of EOI document

- a. The Commissioner, TRTI, Pune reserves the rights to review any part of this EOI or to issue additional data to clarify an interpretation of provisions of this EOI it may issue supplements / corrigendum to this EOI. Any such corrigendum shall be deemed to be incorporated by this reference into this EOI.
- b. All the amendments made in the document would be published on the website of Government of Maharashtra <https://mahatenders.gov.in> and or also on TRTI, PUNE website <https://trti.maharashtra.gov.in> and shall be part of the EOI document.
- c. The bidders are advised to visit the mentioned website on regular basis for checking latest updates of this EOI document. TRTI, PUNE also reserves the rights to amend the dates mentioned in this EOI for successful bid process.

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10. Pre- Bid meeting

Pre-bid meeting is open to all prospective bidders. The same will be held on Monday, **18/05/2026, 15:00 hrs.** in the Office of Tribal Research and Training Institute, Maharashtra State, Pune, 28, Queens Garden, Near Old Circuit House, Pune – 411001

11. TRTI, Pune's right to terminate the process

TRTI, Pune may terminate the EOI process at any time and without assigning any reason and tender fees paid will be refunded. TRTI, PUNE shall not be held responsible for any cost incurred by the bidder in bid preparation. TRTI, PUNE reserves the right to amend/edit/add delete any clause of this bid document. However, this will be informed to all and will become part of the bid.

12. Language of bid

This bid should be submitted in English language only. If any supporting documents submitted are originally in Marathi or Hindi language than that will be accepted as it is. However, the language of any printed literature furnished by Bidder in connection with its bid are written in any other language than the notarized translation of the same should be submitted along with bid in the bid language. For purposes of interpretation of the bid, translation in the language of the bid shall prevail.

Communications

- a) All communications under the contract shall be served by the parties on each other in writing, in the contract's language, and served in a manner customary and acceptable in business and commercial transactions.
- b) The effective date of such communications shall be either the date when delivered to the recipient or the effective date mentioned explicitly in the communication, whichever is later.
- c) No communication shall Amount to an amendment of the terms and conditions of the contract, except a formal letter of amendment of Contract, so designated.

13. Bid submission format

The entire proposal shall be submitted strictly as per the format specified in this bid document. Bids with deviation from this format are liable for rejection.

14. Submission of bids

The bidder should submit the Bid online, which shall comprise of the following Single envelope (Single envelope system shall be followed for the bid).

15. Technical bid

"Technical bid" shall include inter-alia the original or scanned copies of duly signed or digitally signed copies of the following documents in pdf format. Pdf documents should not be password protected. The Technical Bid should consist of all details as per Annexure- I

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a) Pre-qualification requirements are as under


Sr. No	Criteria	Supporting Documents
1	<p>The bidder (Coaching Institute) shall be registered under the Indian Companies Act, Indian Partnership Act, Sole Proprietorship or a registered Partnership firm or a registered Limited Liability Partnership/Proprietorship/registered societies under Co-operative Societies Act, 1960 or trust and having a minimum 10 Years of experience (From the date of registration) in providing coaching for JEE and NEET Examination.</p> <p>Note - Period before the date of registration of the coaching institute will not be considered.</p>	<p>1. Certificate of Incorporation/ Registration/ Partnership Deed/Valid Shop act license.</p> <p style="text-align: center;">And</p> <p>2. Registered rent agreement or ownership document such as index 2, Electricity bill which shows minimum last 5-year of presence at that specified location</p> <p style="text-align: center;">And</p> <p>3. Fees receipt and admission form at least 25 each (JEE & NEET) of the last 10 year should be submitted for both JEE and NEET Examination.</p>
2	<p>The Bidder should have minimum average annual turnover of Rs. 4 Cr. from any 3 financial years from last five years. i.e. FY 2020-21, FY 2021-22, FY 2022-23, FY 2023-24, FY 2024-25</p> <p>Note - Minimum average annual turnover will be considered from the JEE and NEET examination coaching fees ONLY.</p>	<p>1. Copy of the Audited Balance Sheet and Profit & Loss Statement of the company (Coaching institute) which clearly shows income from JEE and NEET examination coaching fees ONLY and it should be duly certified by statutory auditor/chartered accountant.</p> <p style="text-align: center;">And</p> <p>2. CA Certificate clearly citing the Average turnover from any 3 financial years from last five years i.e. FY 2020-21, FY 2021-22, FY 2022-23, FY 2023-24, FY 2024-25 and Income Tax Return for the year for which the turnover certificate is submitted to certify the criteria of <u>minimum average annual turnover requirement.</u></p>
3	Infrastructure	<p>1. Institute must have minimum 3000 square feet carpet area as per registered rent agreement or ownership documents.</p> <p>2. Coaching Institution should have minimum 2 well equipped audio-visual classroom/studio with adequate infrastructure facility required for live online interactive lecture (digital board, camera to record lecture, live lecture facility) (Attached Geo tag photographs of infrastructure facilities, classroom/studio with adequate infrastructure facility.)</p> <p>3. Attached Geo tag photograph of recording camera and digital board.</p> <p>4. Attach Geo-Tag Photograph of installed CCTV surveillance system</p>

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Sr. No	Criteria	Supporting Documents
4	<p>Performance of Coaching Institute</p> <p>Note: -Successful candidates mean student who have taken coaching from the particular coaching institute and have been Selected in Indian Institutes of Technology (IITs), National Institutes of Technology (NITs) and Indian Institutes of Information Technology (IIITs) and Government Medical colleges for MBBS. - Provide candidate result where the bidder's coaching institute is operational. Head office result will not be considered for pre-qualification and technical evaluation.</p>	<p>At least 45 candidates must have secured admission into the IITs/ NITs/IIITs and at least 45 candidates must have secured admission into the Government Medical colleges for MBBS in Last 5 years. i.e. 2020-21, 2021-22, 2022-23, 2023-24 and 2024-25</p> <p>Supporting documents will be considered as Fee receipt, admission form and result of respective candidate must be produced.</p> <p>Details of selected candidates along with their name, year in which coaching taken, course for which coaching taken, mobile number, year of passing JEE/NEET Examination, Rank in JEE/NEET examination, Percentile Score, College in which admission taken to be submitted along with technical bid as per - Annexure-VII</p>
5	<p>The coaching institute must own and operate a proprietary Learning Management System (LMS) and own mobile app and not the app of any second party. The coaching institute will have to provide demo of its LMS/Student monitoring system and own app functioning on android on the date of technical presentation or on any other date as will be notified by TRTI, Pune</p>	<p>Provide screenshot of Learning Management System (LMS) and own Mobile App. Live demo of LMS/Student monitoring system and app functioning on Android and the recorded lecture, test paper, notes, live lecture facility, student performance analysis dashboard, homework/assignment tracking etc.</p> <p>Note - The coaching institute must have their own Mobile Apps not the app of any second party and Website for Online lecture facility.</p>
6	Details of digital course material	Details of digital course material, digital notes/books to be given to students on mobile app/LMS.
7	Coaching Institute must have at least one Fire Extinguisher / Water sprinkler system	Attach Geo-Tag Photograph of installed Fire Extinguisher / Water sprinkler system.
8	<p>Website and Mobile Application of respective coaching Institute</p> <p>Note - The coaching institute must have their own Mobile Apps not the app of any second party and Website for Online lecture facility.</p>	<p>1. Coaching Institute must have their own website. Provide the URL & Screenshot for the same. And</p> <p>2. Coaching Institute must have their own Mobile Application for Online lecture facility and to view recorded video of past lectures for JEE & NEET examinations of respective coaching institute. Provide application link & Screenshot for the same.</p>
9	GST Registration and PAN/TAN	<p>1. GST Registration Certificate and PAN/ TAN are mandatory. And</p> <p>2. GST clearance certificate (FY.2025-2026) as on 30th March 2026</p> <p>Note - GST Number should be valid and active. (Provisional GST Registration Certificate is not valid)</p>

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16. Commercial Bid:

This is the single bid EOI, so no need to submit BOQ or commercial Bid. **Sanction Amount per Student Rs 35,000/- (Including all applicable taxes)** to provide Online live interactive coaching to the candidates of the target group of TRTI in Maharashtra for JEE (mains & Advanced) and NEET Examination.

Note: Set of digital books/ digital Notes/digital study material covering all the topics of the syllabus (JEE & NEET entrance examination), Multiple Choice Questions bank etc. must be distributed to target group students free of cost.

17. Disqualification

The bidder should ensure that all the required documents, as mentioned in this EOI / bidding document, are submitted along with the bid. Non submission of the required documents may lead to the rejections of the bid submitted by the bidder. Besides other conditions and terms highlighted in the tender document, bids may be rejected / disqualified under following circumstances:

- a. In case the Bidder fails to meet the bidding requirements as indicated in this EOI or not submitted in accordance with the procedure and formats prescribed in this document.
- b. During validity of the Bid, or its extended period, if any, the Bidder increases sanctioned price.
- c. Incomplete Bid or failure to furnish all information required as per tender document and failure to furnish proofs for information provided.
- d. Bid is received after due date and time.
- e. Bid is not accompanied by all the requisite documents.
- f. Bids submitted without or with improper **Tender Fee and EMD**
- g. Bids without signature of person (s) duly authorized on require pages of the bid.
- h. Bids without power of authorization and any other document consisting of adequate proof of the ability of the signatory to bind the Bidder.
- i. If the information provided by the Bidder is found to be incorrect / misleading at any stage / time during the tendering process.
- j. The Bidder not conforming to unconditional acceptance of full responsibility of providing services in accordance with the agreements of this tender.
- k. If the bid does not conform to the timelines indicated in the bid.
- l. If the purchaser of the bid (i.e., who pay Tender Fee and EMD) and submitter of the bid is different.
- m. Any effort on the part of a Bidder to influence the bid evaluation, bid comparison or contract award decisions by unlawful/corrupt/fraudulent means at any point of time during the Bid process.
- n. Bidder fails to enter into a Contract within 15 Days from the date of issue of Letter of Selection/ award of contract or within such extended period, as may be specified by the TRTI, PUNE.

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- o. While evaluating the proposals, if it comes to the TRTI, PUNE 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 this contract as well as for a further period of three years from participation in any of the EOI floated by the TRTI, PUNE.
- p. Bidder doesn't agree to accept the Terms and Conditions of the EOI.

18. Opening of bid

- a. Envelope No. 1 containing the Technical Bid shall be opened online in the office of TRTI, PUNE on mentioned date and time specified in the EOI.
- b. The bidders, who have been qualified in the Pre-Qualification shall only be called for presentation in the office of TRTI, Pune in the presence of Bid Evaluation Committee.

19. Evaluation of Technical bid

Bid Evaluation Committee formed by Commissioner, TRTI will evaluate the Technical Bid & submit its recommendation to Commissioner, TRTI. Decision of the Commissioner, TRTI would be final and binding upon all the Bidders.

The evaluation of the Technical Bid will be carried out in the following manner:

- a. The Bidder's Technical Bid will be evaluated as per the requirements and evaluation criteria as mentioned in this Bid Document. The Bidders are required to submit all required documentation in support of the evaluation criteria.
- b. At any time during the Bid evaluation process, the Committee may seek written clarifications from the Bidders. The Committee may seek inputs from their professional and technical experts in the evaluation process.
- c. The Committee reserves the right to do a reference check of the past experience stated by the Bidder. Any feedback received during the reference check shall be taken into account during the technical evaluation process.

Technical Evaluation Criteria

Sr No	Criteria	Supporting Documents	Description	Maximum Marks
1	<p>Experience - No. of years from which Coaching Institute is providing coaching for coaching for JEE (Mains & Advanced) and NEET Examination</p> <p>(Period before the date of registration of the institute will not be considered)</p>	<p>-Documents of establishment/ Registration of the institute having Memorandum of association/ Valid Shop act license which shows relevant experience.</p> <p>And Registered rent agreement or ownership document such as index 2, Electricity bill which shows minimum 10-year of presence at that specified location (Maharashtra</p>	<p>a. Institute having coaching Experience ≥ 10 Years & ≤ 12 years - 5 Marks</p> <p>b. Institute having coaching Experience more than 12 Years - 10 Marks</p>	10 Marks

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Sr No	Criteria	Supporting Documents	Description	Maximum Marks
		state only) And Fees receipt and admission form at least 25 each (JEE & NEET) of the last 10 year should be submitted for both JEE and NEET Examination.		
2	<p>Performance of Coaching Institute in last 5 years for JEE (Mains & Advanced) Entrance Examination</p> <p>Note - Provide List of successful candidates of Maharashtra from last five years i.e. 2020-21, 2021-22, 2022-23, 2023-24 and 2024-25</p> <p>-Provide candidate result where the bidder's coaching institute is operational. Head office result will not be considered for pre-qualification and technical evaluation. Note - Admission of candidate only for test series will not be considered while calculating successful candidates.</p>	<p>-Minimum 45 candidates of the Coaching Institute must have secured admission into IITs, NITs and IIITs in the last 5 years.</p> <p>-Fee receipt, Admission form and result of respective candidate must be produced.</p> <p>-Details of selected candidates along with their name, year in which coaching taken, course for which coaching taken, mobile number, year of passing JEE Examination, Rank in JEE examination, Percentile score, College in which admission taken to be submitted along with technical bid as per Annexure- VII</p>	<p>Total number of candidates of the coaching institute secured admission into IITs/NITs/IIITs in last 5 years</p> <p>a. Successful candidates ≥ 45 and ≤ 60 candidates -5 marks</p> <p>b. Successful candidates > 60 and ≤ 75 candidates -10 marks</p> <p>c. More than 75 candidates -15 marks</p>	15 Marks
3	<p>Performance of Coaching Institute in last 5 years for NEET Examination.</p> <p>Note - Provide List of successful candidates from last five years i.e. 2020-21, 2021-22, 2022-23, 2023-24 and 2024-25</p> <p>-Provide candidate result where the bidder's coaching institute is operational. Head office result will not be considered for pre-qualification and technical evaluation. Note - Admission of candidate only for test series will not be</p>	<p>-Minimum 45 candidates of the Coaching Institute must have secured admission in Government Medical colleges for MBBS in the last 5 years.</p> <p>- Fee receipt, Admission form, and result of respective candidates with the respective institute.</p> <p>-Details of selected candidates along with their name, year in which coaching taken, course for which coaching taken, mobile number, year of passing NEET Examination, Rank in NEET examination, College in which</p>	<p>Total number of candidates of the coaching institute secured admission into Government medical colleges for MBBS in last 5 years</p> <p>a. Successful candidates ≥ 45 and ≤ 60 candidates -5 marks</p> <p>b. Successful candidates > 60 and ≤ 75 candidates -10 marks</p> <p>c. More than 75 candidates -15 marks</p>	15 Marks

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Sr No	Criteria	Supporting Documents	Description	Maximum Marks
	considered while calculating successful candidates.	admission taken to be submitted along with technical bid as per Annexure- VII		
4	Average Annual Financial Turnover of the Institute Note - <u>Minimum average annual turnover will be considered from the JEE (Mains & Advanced) and NEET Examination Coaching fees ONLY.</u>	Copy of the Audited Balance Sheet and Profit & Loss Statement of the company (Coaching institute) which shows income from JEE and NEET examination coaching fees ONLY and it should be duly certified by statutory auditor / chartered accountant. And CA Certificate clearly citing the Average turnover from any 3 financial years from last five years i.e. FY 2020-21, FY 2021-22, FY 2022-23, FY 2023-24, FY 2024-25 & Income Tax Return for the year for which the turnover certificate is submitted to certify the criteria of <u>minimum average annual turnover requirement</u>	a. Average Annual Financial Turnover of the institute is at-least Rs. 5 Crore in any last 3 financial years from the last five Years - 5 Marks b. Average Annual Financial Turnover of the institute is at-least Rs. 7 Crore in any last 3 financial years from the last five Years - 7 Marks	7 Marks
5	Experience of lecturers of coaching for JEE (Mains & Advanced) and NEET Examination Note – Lecturer/faculty should not be working on permanent /full time job in any college /institution, company or organization.	Attach Bio-data of lecturers with number of years of experience of coaching for JEE and NEET Examination, Their qualification and relevant experience certificate from the current or previous employer with seal & sign	a. At least 3 lecturers having experience more than 5 years - 2 Marks b. At least 5 lecturers having experience more than 7 years - 3 Marks c. At least 7 lecturers having experience more than 10 years - 5 Marks (Note: Lecturers denoted in a, b, c must not be repeated)	10 Marks
6	Total Number of lecturers: - Note – Lecturer/faculty should not be working on permanent /full time job in any college /institution, company or organization.	List of lecturers with their Qualification Certificates and teaching subject mentioned in Resume/Bio data. Resume/Bio data duly signed by lecturers only.	a. Number of lecturers at least 2 for different subject of JEE (Mains & Advanced) and NEET examination - 2 Marks b. Number of lecturers > 2 & ≤ 3 for different subject JEE (Mains & Advanced) and	06 Marks

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Sr No	Criteria	Supporting Documents	Description	Maximum Marks
			NEET examination - 4 Marks c. Number of lecturers more than 3 for different subject JEE (Mains & Advanced) and NEET examination - 6 Marks	
7	Online lecture facility and the recorded video of past lectures	Demo of online live interactive lecture, recorded video of past lecture, should be shown at the time of technical presentation or as and when intimated by Commissioner, TRTI	Online live interactive lecture, recorded video of past lecture, along with the depository of the past lectures of the institute	03 Marks
8	Online Test facility	Demo of online test should be shown at the time of technical presentation or as and when intimated by Commissioner, TRTI	Demo of Online Test Facility through mobile app at the time technical presentation	02 Marks
9	Quality of digital study material.	Set of digital books/ digital Notes/digital study material provided by the Coaching Institute to the students for JEE (mains & advanced) and NEET Examination Note: Print of digital books /digital Notes/ digital study material should be submitted to the office of TRTI on or before the last date of bid submission and digital content should be shown on the date of technical presentation.	Digital books /digital Notes/ digital study material provided by the Coaching Institute to the students for JEE (mains & advanced) and NEET Examination	04 Marks
10	Mobile Apps and Website for Online lecture facility and to view recorded video of past lectures for JEE (Mains & Advanced) and NEET examinations	Test series, online tracking performance of registered candidates, APK and URL for recorded session. Note - The coaching institute must have their own Mobile Apps not the app of any second party and Website for Online lecture facility.	Demo of own app functioning on Android device - APK should be available on play store. URL / snapshot of Website needs to be provided.	02 Marks
11	Learning Management System (LMS)	The coaching institute must own and operate a proprietary Learning Management System (LMS) Demo of LMS should be	Demo of own Learning Management System (LMS)/ Student Monitoring System	05 Marks

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Sr No	Criteria	Supporting Documents	Description	Maximum Marks
		shown at the time of technical presentation or as and when intimated by Commissioner, TRTI		
12	Attendance cum academic monitoring system	The coaching institute must own students Attendance cum academic monitoring system. Demo should be shown at the time of technical presentation or as and when intimated by Commissioner, TRTI	Demo of Online students Attendance cum academic monitoring system	03 Marks
13	Credibility of the Coaching Institute based on empanelment of coaching Institute by any State/ Central Govt. or any Government Autonomous institute for the coaching of JEE (Main & Advanced) / NEET Entrance Examination.	Empanelment Letter and Work Order.	<p>a. Selected by at least one Govt. Organization/Dept/ Autonomous organization for providing coaching to sponsored candidate for JEE (Main & Advanced) / NEET Entrance Examination - 1 marks</p> <p>b. Selected by at least two Govt. Organizations / Dept./Autonomous organizations for providing coaching to sponsored candidate for JEE (Main & Advanced) / NEET Entrance Examination. - 2 Marks</p> <p>c. Selected by at least three Govt. organizations / Department / Autonomous organization for providing coaching to sponsored candidate for JEE (Main & Advanced) / NEET Entrance Examination. - 3 Marks</p>	03 Marks
14	CCTV surveillance system	Attach Geo-Tag Photograph of installed CCTV surveillance system at Institute.	Attach Geo-Tag Photograph of installed CCTV surveillance system at Institute.	02 Marks
15	Audio-visual classroom/ studio with adequate infrastructure facility required for live online interactive lecture	Attach Geo-Tag Photograph of installed Audio-visual (digital board, camera) classroom/studio at Institute.	Attach Geo-Tag Photograph of installed Audio-visual classroom/ Studio at Institute.	03 Marks

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Sr No	Criteria	Supporting Documents	Description	Maximum Marks
16	Methodology & Approach Bidders to share their Methodology and Approach based on the requirements of the EOI through a Presentation.	The presentation should substantiate complete understanding of this Coaching programme by the bidder and should include the following- -Overall approach towards coaching - digital study materials/ digital booklets/ digital books/notes covering all the topics of the syllabus -Infrastructure -Schedule of Test series, plan for proposed coaching duration -Schedule of Online lectures ensuring timely completion of syllabus for proposed coaching duration. -Online live interactive coaching facility infrastructure Presentations which do not cover all the above requirements will be marked low. Presentation should compile all above points mentioned in EOI.	The presentation should also include key evidence of all the criteria of the EOI	10 Marks
TOTAL				100 Marks

Note - The minimum qualifying marks required in technical criteria is 80 Marks (i.e. 80 %). The bidders who score is equal or more than 80 Marks shall be considered for Empanelment. The bidders who do not score minimum qualifying marks of 80 %, their bids shall be rejected and will not be considered for Empanelment.

20. Empanelment of Coaching Institute

The empanelment of the bidder shall be based on marks obtained in technical evaluation and the physical verification. The empanelment of bidder will be done for only those are qualified in Technical Bid and have the infrastructure and other facility as per tender document and the same is verified in physical verification.

A. Award of contract

Bid Evaluation Committee formed by the Commissioner, TRTI will evaluate the Technical Bid as stated above, and also decide the maximum ceiling limit of the student to be sponsored in each coaching institute based on available infrastructure facility and the other technical evaluation parameter, last five years admission of respective institute and submit its recommendation to the Commissioner, TRTI. The Commissioner, TRTI may **empanel one or more eligible Bidder** or cancel the EOI on the basis of their technical score,

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physical verification and recommendation of the Bid Evaluation Committee. Decision of the Commissioner, TRTI, would be final and binding upon all the Bidders. TRTI will notify the acceptance of Bid to the successful Bidder.

B. Empanelment

TRTI will issue empanelment letter to the coaching institute and will be binding on all the successful bidders.

C. Signing of contract/ MoU

Once TRTI notifies the successful Bidder that its Bid / proposal has been accepted and the empanelment letter is issued by TRTI, the successful bidder will have to enter into a separate MoU with TRTI incorporating the conditions of the Bid / EOI and its amendments and any special conditions as may be required by TRTI. TRTI will also issue Letter of Intent/Letter of Award/Work Order with any special conditions as may be required by the respective organization, which will be binding on the successful bidders. In case the successful Bidder is unable to execute contract within 15 days or within time period as may be specified by the respective organization, TRTI shall forfeit the Earnest Money Deposit (EMD) and cancel its Bid.

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Section D- General Conditions of Contract

1. Conditional Bid (EOI) are liable for rejection.
2. **Coaching Institute shall not assign or sublet the Work Order or any part thereof to any other agency, nor can the agency have arrangement with other company/agency for bidding purpose. Joint venture is not permitted.** If the Coaching Institutions are found to have sublet the contract, the contract will be terminated at the risk and cost of the Coaching Institutions will be recovered and the coaching institute will be blacklisted.
3. Intending bidders can have detailed information from the office of TRTI, Pune during office hours.
4. The Bid Evaluation Committee formed by the Commissioner, TRTI will shortlist the institutes and will recommend to the Commissioner, TRTI for empanelment, in order to sponsor the candidate for coaching. The candidate will be given the option of selecting the empaneled Institute of his/her choice for admissions.
5. Bidder should note that the allotment of candidates to the coaching institute (successful bidder) will be done on the basis of merit. However, The Commissioner, TRTI has the rights to restrict the maximum number of candidates that can be sponsored to the single institute on the basis of physical verification and infrastructure facility of the coaching institute and the decision of The Commissioner, TRTI will be binding on all the bidders.
6. The Commissioner, TRTI reserves the right to reject EOI without assigning any reason.
7. **The total duration of the Online Coaching program will be of 24 months.** The duration of the Coaching program for 11th JEE/NEET will be from the start of coaching (mostly within 1 month from the 10th standard result or as per work order from TRTI whichever is later) till the result of 11th standard. (Institute will provide appropriate leave for 11th Exam not more than 10 days) and the duration of coaching program for 12th JEE/NEET will be from result of 11th standard or as per work order from TRTI whichever is later till the course duration. (Institute will provide appropriate leave for 12th board exam not more than 1 month) or as per agreement between TRTI and the Coaching Institute or as per work order issued by TRTI to the coaching institute.
8. Students sponsored by TRTI, Pune to the empaneled coaching institute/institutes for 11th JEE/NEET coaching will automatically become sponsored student of TRTI, Pune for 12th JEE/NEET coaching in the next year when the students appeared for 11th standard examination.
9. Bidder need to submit all relevant documents mentioned in pre-qualification and technical qualification criteria for each location of which bid is submitted.
10. Online live interactive coaching should be provided for the complete syllabus applicable for JEE (Mains & Advanced) and NEET Examination.
11. Coaching will be imparted in online live interactive mode including facility to unlimited views of all the recorded lecture, online test practice, digital notes, performance analytics to the candidates

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sponsored by TRTI, as per agreement between TRTI and the Coaching Institute. All the facility should be provided through the coaching Institute's own mobile app and Institute's own Learning Management System (LMS).

12. Coaching institute should provide facility to the candidates sponsored by TRTI to ask question / query during or after the lecture and the response to the query or question asked by the candidate should be provided by the coaching institute within 24 hours through mobile App/LMS/during live lecture/recorded video etc. All the facility should be provided through the coaching Institute's own mobile app and Institute's own Learning Management System (LMS).
13. For online live interactive coaching android tablet and internet data will be provided by TRTI, Pune
14. TRTI, Pune reserves the right to increase or decrease the number of candidates to be sponsored for the coaching. In circumstances of serious complaints about the coaching institute from student or other sources, after due enquiry if any serious misconduct found then TRTI reserve the rights to cancel the whole contract with respective Training/coaching institute.
15. The number of candidates to be allotted to the coaching institute may be increased or decreased to ensure quality coaching.
16. The empaneled Coaching Institutions shall provide qualitative coaching to the candidates deputed by TRTI, Pune for 11th + JEE (mains & advanced)/NEET and 12th + JEE (mains & advanced)/NEET Examination.
17. The Coaching Institutions shall conduct periodic tests online and monitor the performance of the student.
18. The Empaneled Coaching institute must submit online attendance report, result of online test conducted by the institute after the completion of every 3 months of the candidates to the TRTI, Pune. In case coaching institute failed to submit report, training cost will not be paid for those months.
19. The Empaneled Coaching Institutions shall provide quality coaching to the sponsored students for JEE (Mains & Advanced) and NEET Examination.
20. The Empaneled Coaching shall impart quality training, conduct periodic tests and shall inform the result of the same on monthly basis to the respective organization from which work order is issued.
21. The Coaching Institute shall not use the TRTI logos or TRTI Name, in any way. TRTI will cancel the contract and the coaching fee will not be paid If, it comes to the notice of TRTI, that the Coaching Institute is using the Name or Logo of TRTI on any physical or virtual space, platforms /applications / Webpages /websites / social media, WhatsApp and deceiving the public to believe that they are in anyway associated with the TRTI. TRTI, may also initiate the prosecution and Blacklist the Coaching Institute.
22. The Coaching Institutions shall cover the complete syllabus of JEE and NEET Examination. If the coaching is incomplete or not properly imparted, the Coaching Institute will be **black listed** and

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complete fee due will not be paid and if any fee is paid that will be recovered.

23. The empaneled Coaching Institute shall provide **Online study material (at no extra cost)** to the candidates, immediately after admission and further, as and when the study materials are given to other candidates taking coaching in the institute.
24. Initially MoU will be done with the empaneled coaching institute on a non-judicial stamp paper of Rs. 500. However, on completion of admission procedure (once the number of candidates sponsored to the coaching institute is fixed) the Coaching Institute will have to pay stamp duty of requisite value depending on the total value of work order as per Maharashtra stamp act. failing which the payment of coaching fee will not be done. MoU need to sign within 10 days from the receipt of written communication of letter of Selection to this effect, failing which the EMD will be forfeited and the coaching institute will be removed from the selected/empaneled list.
25. **The bidder's coaching institute should be operational at the time of submission of bid with all infrastructure facility as required in the Pre & Technical Qualification of the bid document.**
26. **The bidder should submit the bid at which the bidder's coaching institute is operational with all infrastructure facility as required in the technical requirement of the bid document at the time of submission of bid.**
27. **Coaching fee will be paid in Eight installments; -**
1. First Installment of 20% of the total fee (Inc. GST) will be paid after the completion of 01 months from the commencement of coaching.
 2. Second Installment of 20% of the total fee (Inc. GST) will be paid after the completion of 06 months of coaching.
 3. Third Installment of 20% of the total fee (Inc. GST) will be paid after the completion of 12 months of coaching.
 4. Fourth Installment of 20% of the total fee (Inc. GST) will be paid after the completion of 18 months of coaching.
 5. Final installment of 20 % of the total fee (Inc. GST) will be paid after the completion of coaching programmed and completion reports.

(Note: - Commissioner, TRTI reserve the right to change the percentage of coaching fee installments to be paid to the Service provider and also to change the terms and conditions associated with the payment installments.

Important Note

- a) Coaching Fee/Payment will be directly paid by TRTI to empaneled coaching institutes.
- b) Payment of Coaching Fee shall be made after deducting all statutory deductions (TDS) in lieu of the taxes levied by the State government, Central government and other authorities.
- c) The respective organization from which work order is issued is not liable to pay any kind of interest on delayed payment.
- d) The respective organization from which work order is issued reserves the rights of overall monitoring of the coaching program.

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- e) The coaching institutes should submit their GST invoice / bill for each installment, in duplicate with the list of candidates. The payments shall be made within 10 working days of receipt of invoice. If, due to any reasons, payment delayed, no interest is payable.
- f) Coaching Fee/Payment of individual candidate will be disbursed only after the completion/achievement of minimum average 75% attendance during the period of each installment i.e. every 6 months. Installment will not be disbursed in case the candidate does not maintain minimum average 75% attendance during the period of the period of each installment. i.e. every 6 months.
- g) Empanelment is for a **period of 2 years or up to the completion of running batch** if any, whichever is later. However, Commissioner, TRTI will conduct review on the performance of Coaching Institute on yearly basis & will provide extension subject to satisfactory performance of the coaching institute.
- h) On completion of coaching, the institute will have to submit following reports to the respective organization from which work order is issued
- ✓ Detail Project Completion Report.
 - ✓ Results of Online Test conducted by the Coaching Institute
 - ✓ Online attendance of the candidates
- i) Initially the MoU will be done for the period of one year however, it may be extended annually for next two years by mutual consent with the same terms and conditions of the agreement executed. However, there won't be any escalation in price due to inflation and increase in coaching fee in market. However, Decision of the Commissioner, TRTI in this regard, will be final.
- j) The respective organization from which work order is issued have the power to issue notices in writing and to instruct/direct the coaching institute to make alterations/variations in the assigned Coaching work.
- k) Empaneled coaching institute should maintain the daily basis Online attendance of candidates, CCTV footage & must able to provide the access to monitor the online live interactive coaching class session whenever required. Coaching institute should have facility to maintain the CCTV footage & will submit to TRTI, whenever required.

22. Failure to abide by the Agreement:

The conditions stipulated in the agreement shall be strictly adhered to and violation of any of the conditions will entail termination of the contract without prejudice to the rights of the respective organization from which work order is issued with such penalties as specified in the Bidding document and the Agreement.

23. Jurisdiction and applicable Law

In case of any dispute arising out of the terms and conditions of contract or assignment, the matter shall be governed by the laws of India (both substantive and procedural) at that time being in force and shall be subject to exclusive jurisdiction of the Courts at Pune City.

24. Performance Bank Guarantee (BG):

Successful Bidder has to submit performance bank guarantee of 3% of the awarded contract value (basis number of students allotted for coaching to the particular coaching institute) from any

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scheduled bank in India, within 10 days of award of work order or within time period as specified in the work order to the respective organization from which work order is received. Performance Bank Guarantee (BG) shall be retained by respective organization from which work order is issued till the end of the contract and shall be released on successful completion of coaching during Contract period.

25. Physical Verification:

TRTI will perform the surprise visit on any day after the last date of submission of bid during the office hours of the Coaching institute at the address provided in the technical bid and will perform the physical verification of all infrastructure and other facility required as per EOI document. If the required infrastructure and other facility as per EOI document is not available then the bids of the bidder will be rejected and no further evaluation will be done. If the infrastructure and other facility claimed by the bidder in the bid document is not available, false document submitted by the bidder or wrong address is provided by the bidder or the Coaching Institute is not available at the address provided by the bidder in bid document then the bid will be rejected and the bidder will be blacklisted & EMD will be forfeited.

26. Selection of the candidates:

The selection of candidates to be sponsored for the Coaching of JEE (manis & advanced and NEET Examination, will be done by TRTI and the list of candidates allotted to the coaching institute will be provided by TRTI. Students sponsored by TRTI to the empaneled coaching institute for first year i.e. 11th JEE/NEET coaching will automatically become sponsored student of TRTI for the second year i.e. 12th JEE/NEET coaching in the next year when the students appeared for 11th standard examination.

27. Start of Coaching:

Coaching Institute must impart coaching for JEE (Mains & Advanced) and NEET Examination Coaching and the Coaching must be started within 10 days from the date of issue of list of the candidates sponsored to the coaching institute or as may be instructed by the TRTI

28. Cancellation of Admission:

- a) If any selected candidate leaves / quits the coaching within one month of joining the coaching institute or the start of coaching then the Government Institute will provide the replacement candidate from the waiting list and the coaching fee if any already paid will be adjusted against the coaching fee of new candidate.
- b) If the candidates are not available in waiting list or candidate leaves / quits the coaching after one or more months of joining the coaching institute or the start of coaching then the coaching fee for the remaining duration of coaching will not be paid and the excess fee if any already paid on pro-rata basis, the same will be adjusted against the total fee payable to the coaching institute.

29. Inspection of Coaching institute:

TRTI will have powers to review the Coaching Classes and visit the Coaching Institute for inspection and if at any time, it comes to the conclusion that the Coaching Classes are not being conducted satisfactorily, and the coaching institute fails to improve the performance within reasonable period as may be specified in the notice of intimation or the extended period as may be given by the organization which has issued work order. The Coaching Institute shall neither be entitled to any payment towards coaching fee or any damages.

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30. Fraud & Corrupt Practice

It is required that the bidder (Coaching Institute) submitting bid and bidder (Coaching Institute) empaneled through this tender process must observe the highest standards of ethics during the process of selection and during the performance and execution of Coaching Programme.

For this purpose, definitions of the terms are set forth as follows:

- a. "**Corrupt Practice**" mean offering, giving, receiving, or soliciting of anything of value to influence the action of TRTI or its personnel while executing this work.
- b. "Fraudulent Practice" means a misrepresentation of facts, in order to influence a Selection process or the execution of a Work Order, and includes collusive practice among Agency (prior to or after Proposal submission) designed to establish Proposal prices at artificially high or non-competitive levels and to deprive TRTI of the benefits of free and open competition.
- c. "Unfair trade practice" means supply of services different from what is ordered on, or change in the Scope of Work.
- d. "Coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the selection process or execution of the Work Order.

TRTI have rights to reject a proposal even after the award and blacklist the bidder, if it is found that the bidder is engaged in corrupt, fraudulent, unfair, or coercive practices.

31. Force Majeure:

If, at any time, during the continuance of the agreement, the performance in whole or in part by either party of any obligation under this agreement shall be prevented or delayed by the reason of any war, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restriction, Lockdown, strikes, or act of God (hereinafter referred to as "event"), provided notice of happening of any such eventuality is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall by the reason of such event, be entitled to terminate this agreement nor shall either party have any claim for damages against the other in respect of such nonperformance or delay in performance; and service under the agreement shall be resumed as soon as practical after such event has come to an end or ceased to exist, and the decision of the TRTI as to whether the service have been so resumed or not shall be final and conclusive.

Provided further that if the performance in whole or part of any obligation under this agreement is prevented or delayed by reason of any such event by a period exceeding 120 days, either party may at its option terminate the agreement. The successful bidder shall not be liable for forfeiture of its Performance Security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. Force Majeure shall not cover the price fluctuation of components / service.

For purposes of this Clause, Force Majeure means an event or situation beyond the control of coaching institute, that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the coaching institute.

If a Force Majeure situation arises, the coaching institute shall promptly notify TRTI in writing of such condition and the cause thereof. Unless otherwise directed by TRTI in writing, the coaching

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institute shall continue to perform its obligations under the Contract as far as it is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

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Annexure – I

(To be submitted on bidder's letter head)

“Expression of Interest (EOI) for Empanelment of Coaching Institute to provide online coaching for JEE (Main & Advanced) and NEET Examination to the target group of TRTI in Maharashtra.

To,
Hon'ble Commissioner,
Tribal Research and Training Institute,
28 Queens Garden, Pune -411001
Maharashtra State,

Subject: Empanelment of Coaching Institutes to provide Online live interactive coaching for JEE (Mains & Advanced) and NEET Examination to the target group of TRTI in Maharashtra.

Reference: Tender No

Dated

Respected Sir,

I / Whereby offer to submit the Technical Bid for providing coaching for JEE (Mains & Advanced) and NEET Examination training Non-Residential coaching to the repeater candidates for the target group of TRTI in Maharashtra.

I / We have read, and understood the contents of the EOI and further state that I /We unconditionally accept and abide by the terms & conditions specified therein.

I / We submit the Technical Bid as under:

Sr. No	Description	Remark
1	Name and address of the head office of the Coaching Institute	
2	Name of Head / Chairperson / President/Partner /Director/Owner	
3	<p><u>Location (In details)</u> for which the bidder is submitting the bid for the coaching of JEE (Mains & Advanced) and NEET Examination.</p> <p>Note:</p> <ol style="list-style-type: none">1. Bidder should submit bid for which they have the best coaching facility in terms of infrastructure, faculty etc.2. Provide rent agreement, valid shop act license/ Relevant document to prove the location of coaching classes.3. The coaching institute should be operational	(location address)

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Sr. No	Description	Remark	
	at the time of submission of bid at the location for which bid is submitted.		
4	Name of Secretary/Chairperson /MD / Owner/ Proprietor		
5	Contact Person's Name and Designation		
6	Mobile Number and Email Address		
7	Date of Establishment of Institute as per Documents of establishment/Registration of the institute		
8	a) Whether the Institution is registered? (Yes/No)		
	b) If yes, under which act. Institution is registered (Legal status)		
	c) Registration Number		
	d) Date of Registration		
	e) Date of Expiry		
9	Valid and active GST Number Submit GST Registration Certificate along with Technical Bid		
10	a) Whether Income tax payee? (Yes/No)		
	b) Mention Permanent Account Number (PAN/TAN)		
11	<p>The Bidder should have <u>minimum average annual turnover of Rs.4 Crore</u> from any 3 financial years from last five years i.e. FY 2020-21, FY 2021-22, FY 2022-23, FY 2023-24, FY 2024-25</p> <p>Note - <u>Minimum average annual turnover will be considered from JEE (Mains & Advanced) and NEET Examination ONLY.</u></p>	FY 2020-21	
		FY 2021-22	
		FY 2022-23	
		FY 2023-24	
		FY 2024-25	
12	Total no. of years of experience of the coaching Institution. (Period before the date of registration of the institute is not considered)		
13	Whether the Coaching Institute is functioning in its own building or in a rented accommodation?		
14	Total carpet area in sq. feet of Coaching Institute		
15	1. Whether adequate Audio and Video facility is available in class room? (Yes/ No).		

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Sr. No	Description	Remark
	<p>Also specify the number of class room/studio with the adequate infrastructure.</p> <p>2. Whether Online lecture facility is available (Yes/ No), If yes provide the App name of online lecture and Learning Management System (LMS)</p> <p>3. Whether Online Test Series facility is available (Yes/ No), If yes provide the App name of online Test Series and LMS</p> <p>4. Number of digital board and its specification (Submit geo tag photograph)</p> <p>5. Number of high-resolution cameras to record the lectures and for live telecast of lectures and its specification (Submit geo tag photograph)</p>	
16	<p>Details of faculty: Note: Provide the list of all the faculty/lecturer with the details such as name, qualification, no. of year of experience, subject of teaching along with their Bio data.</p>	
17	Coaching institute's own Learning Management System (LMS) details	<p>Screenshot and details</p> <p>Note- Complete live presentation/demo to be given on the date of technical presentation or the date when specified by TRTI</p>
18	<p>Total number of candidates of the coaching institute secured admission into IITs, NITs and IIITs in last 5 years at least 45</p> <p>Note: Students who has done coaching from the institute will only be considered.</p>	<p>Provide List of candidates who secured admission into IITs/ NITs/ IIITs from last five years i.e. i.e. 2020-21, 2021-22, 2022-23, 2023-24, 2024-25 as per Annexure VII</p>
19	<p>Total number of candidates of the coaching institute secured admission into Government medical colleges for MBBS in last 5 years at least 45</p> <p>Note: Students who has done coaching from the institute will only be considered.</p>	<p>Provide List of candidates who secured admission into Government medical colleges from last five years i.e. 2020-21, 2021-22, 2022-23, 2023-24, 2024-25 as per Annexure VII</p>
20	<p>Mobile Apps and Website – Test series, online tracking performance of registered candidates, APK/URL for recorded session.</p>	<p>Provide details of mobile app and website having Test series, online tracking performance of registered candidates, APK/URL for recorded session</p>

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Sr. No	Description	Remark
21	Study Material (Self-published or Any reputed publisher)	Bidder must submit the digital Study materials/ booklets/ books/online content covering all the topics in the syllabus.
22	No. of student taken admission for Online coaching in last five years	Provide List of admitted candidates from last five years i.e. 2020-21, 2021-22, 2022-23, 2023-24, 2024-25

Date:

Place:

Name, Designation and Signature of authorized representative of the Coaching Institute

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Annexure – II
(Pre-Bid Queries Format)

Name of the Bidder (Organization / Coaching Institute):

Name and designation of Person(s) Representing the Bidder:

Contact Number:

Email Id:

EOI: Empanelment of Coaching Institutes to provide Online live interactive coaching for JEE (Mains & Advanced) and NEET Examination to the target group of TRTI in Maharashtra.

Sr. No.	Tender document page number	Clause, Section, point serial number (Tender Ref. No)	Query/ Clarification required	Suggestion
1				
2				
3				
4				

Date:

Place:

Name, Designation and Signature of authorized representative of the Coaching Institute

Handwritten signatures and marks:
A blue signature on the left, a black signature in the center, and a purple signature on the right.

Annexure- III

(Declaration to be given on Coaching Institute letterhead)

Date:

To,

Hon'ble Commissioner,
Tribal Research and Training Institute,
28 Queens Garden, Pune -411001
Maharashtra State,

Subject: Empanelment of Coaching Institutes to provide Online live interactive coaching for JEE (Mains & Advanced) and NEET Examination to the target group of TRTI in Maharashtra.

Reference: Tender No

Dated

Respected Sir,

I/We..... do hereby submit EOI for Empanelment of Coaching Institutes for JEE (Main & Advanced) and NEET Examination training for repeater candidates for the target group of TRTI in Maharashtra

We do accept the mentioned coaching fee and in all respects in accordance with the terms and conditions as mentioned in the Bid Document.

I/We have paid an Amount of Rs. 3,50,000/- towards EMD and I/We are aware that the EMD will not bear any interest.

We are aware that Tender fee of Rs 35,000/- is **non-refundable**.

If this tender is accepted, I/We agree to abide by and fulfill all the terms and conditions of the contract.

I/We hereby distinctly and expressly declare and acknowledge that before submission of this tender; I/We have carefully followed the instructions.

I/We hereby distinctly and expressly declare and acknowledge that maximum ceiling limit of number of students that can take admission in each institute is to be decided by Commissioner, TRTI and it will be binding on us and I understand that it will not be challenged by us in any court of Law.

I/We hereby distinctly and expressly declare and acknowledge that number of students that can be sponsored to the particular coaching institute may vary and there is no minimum number of students that can be sponsored to our institute as the student will be allocated coaching institute as per the choice of coaching institute submitted by them and I understand that it will not be challenged by us in any court of Law.

I/We distinctly agree that I/We would hereafter make no claim or demand upon the Commissioner, TRTI, Pune based upon or arising out of any alleged misunderstanding or misconceptions or mistake on my / our part of the said contract, agreements, stipulations,

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restrictions and conditions.

Any notice required to be served on me / us shall be sufficiently served on me / us by post (registered or ordinary) or email or courier or left at my / our address given herein.

I / We fully understand the terms and conditions of the contract to be entered into between me/us and the respective organization specified in the bid document and the written agreement shall be the foundation of the rights of both the parties and the contract shall not be deemed to be complete until an agreement has been signed by me/us and the respective organization specified in the bid document.

I, hereby confirm that the information provided in the tender documents is true and my tender can be rejected at any stage of the selection process if any of the above information is found to be false or misleading.

Date:
Place:

**Name, Designation and Signature of authorized
representative of the Coaching Institute**

Handwritten signatures and initials in blue and purple ink.

Annexure- IV

(Declaration for Proprietor/Partner/Director/Trustee is not blacklisted by any Government agency, on their letter head)

To,
Hon'ble Commissioner,
Tribal Research and Training Institute,
28 Queens Garden, Pune -411001
Maharashtra State.

Subject: Declaration for Proprietor/Partner/Director/Trustee/Organization is not blacklisted by any Government agency / Department / Autonomous Institute of any state Government and or Central Government

Reference: Tender No

Dated

I/We do hereby submit declaration/undertaking that our Coaching Institute (Name).....and any other coaching institute or coaching organization in which I am or any of my partner/director/trustee is a Proprietor/partner/director/trustee is not Blacklisted by any Government agency / Department / Autonomous Institute of any state Government and or Central Government.

I/We have read the Tender documents and related matters carefully and diligently and that I / We have uploaded the tender having studied, understood and accepted the full implications of the agreement.

Date:
Place:

Name, Designation and Signature of authorized representative of the Coaching Institute

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Annexure- V

(Declaration / Undertaking of the Coaching Institution to be submitted along with Technical Bid, on its letter head)

Date:

To,
Hon'ble Commissioner,
Tribal Research and Training Institute,
28 Queens Garden, Pune -411001
Maharashtra State.

Subject: Empanelment of Coaching Institutes to provide Online live interactive coaching for JEE (Mains & Advanced) and NEET Examination to the target group of TRTI in Maharashtra.

Reference: Tender No.....

Dated

Respected Sir,

I/We..... do hereby submit declaration/undertaking that any of the Governing Member, Director, Partner, Managing Director, CEO of our Coaching Institute (Name)..... is not having Criminal Case against them.

I/We have read the Tender documents and related matters carefully and diligently and that I / We have uploaded the tender having studied, understood and accepted the full implications of the agreement.

Date:

Place:

Name, Designation and Signature of authorized representative of the Coaching Institute

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Annexure- VI

Financial Turnover Certificate

(Need to submit on CA Letter head)

This is to certify that, we have verified the annual financial turnover of the Company/firm/Agency/Coaching institute..... named.....having head office at (Address).....from the JEE (Main & Advanced) and NEET Examination only and it is as mentioned below:

Particulars	Annual Financial Turnover from the coaching of JEE (Main & Advanced) and NEET Examination only
FY 2020-21 Amount (Rs) in both figures and words	
FY 2021-22 Amount (Rs) in both figures and words	
FY 2022-23 Amount (Rs) in both figures and words	
FY 2023-24 Amount (Rs) in both figures and words	
FY 2024-25 Amount (Rs) in both figures and words	
Total Financial Turnover	
Average Financial Turnover	

Name of CA Firm:

Name of Signing Partner:

Membership Number:

Unique Document Identification Number (UDIN)

Signature:

Office Seal:

Date:

37/10/24

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Annexure- VII

(Declaration / Undertaking of the Coaching Institution to be submitted along with Technical Bid, on its letter head)

Date:

To,
Hon'ble Commissioner,
Tribal Research and Training Institute,
28 Queens Garden, Pune -411001
Maharashtra State.

Subject: Empanelment of Coaching Institutes to provide Online live interactive coaching for JEE (Mains & Advanced) and NEET Examination to the target group of TRTI in Maharashtra.

Reference: Tender No

Dated

Respected Sir,

I/We do hereby submit declaration/ undertaking that Year wise Total number of candidates of the coaching institute secured admission into IITs/ NITs/IIITs and Government medical colleges in last 5 years. Details of the selected candidates to be submitted in following format

Year wise details of the candidates of the coaching institute secured admission into IITs/NITs/IIITs in the last 5 years.

Sr. No.	Name of the candidate who got admission in IIT/NIT/IIITs	Year in which Coaching is done for JEE Examination	Year of passing JEE mains or Advanced Examination	Rank in JEE mains/ Advanced Examination	Percentile obtained in JEE Mains/Adv exam	Mobile Number	Name of IIT/NIT/IIITs in which admission done
1							
2							
3							

Year wise details of candidates of the Coaching Institute secured admission into Government medical college in the last 5 years for MBBS.

Sr. No.	Name of the candidate who got admission for MBBS	Year in which Coaching is done for NEET Examination	Year of passing NEET Examination	Rank in NEET Examination	Percentile obtained in NEET Examination	Mobile Number	Name of Government medical college in which admission done for MBBS
1							

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Sr. No.	Name of the candidate who got admission for MBBS	Year in which Coaching is done for NEET Examination	Year of passing NEET Examination	Rank in NEET Examination	Percentile obtained in NEET Examination	Mobile Number	Name of Government medical college in which admission done for MBBS
2							
3							

Note:

- 1) Students who have completed coaching from the institute will only be considered.
- 2) Provide List of successful candidates from last five years i.e. 2020-21, 2021-22, 2022-23, 2023-24 and 2024-25

Date:

Place:

Name, Designation and Signature of authorized representative of the Coaching Institute

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Annexure - VIII

Checklist for Empanelment of Coaching institute

Name of Coaching Institute:

Sr	Eligibility Criteria	Supporting Document	Eligible (Yes/No)	Supporting document page number /Remark (if any)
1.	<p>The bidder (Coaching Institute) shall be registered under the Indian Companies Act, Indian Partnership Act, Sole Proprietorship or a registered Partnership firm or a registered Limited Liability Partnership/Proprietorship/registered societies under Co-operative Societies Act, 1960 or trust and having a minimum 10 Years of experience (From the date of registration) in providing coaching for JEE and NEET Examination.</p> <p>Note - Period before the date of registration of the coaching institute will not be considered.</p>	<p>1. Certificate of Incorporation/Registration/ Partnership Deed/Valid Shop act license. And</p> <p>2. Registered rent agreement or ownership document such as index 2, Electricity bill which shows minimum last 5-year of presence at that specified location And</p> <p>3. Fees receipt and admission form at least 25 each (JEE & NEET) of the last 10 year should be submitted for both JEE and NEET Examination.</p>		
2.	<p>The Bidder should have minimum average annual turnover of Rs. 4 Cr. from any 3 financial years from last five years. i.e. FY 2020-21, FY 2021-22, FY 2022-23, FY 2023-24, FY 2024-25</p> <p>Note - Minimum average annual turnover will be considered from the JEE and NEET examination coaching ONLY.</p>	<p>Copy of the Audited Balance Sheet and Profit & Loss Statement of the company (Coaching institute) which clearly shows income from JEE and NEET examination coaching fees ONLY and it should be duly certified by statutory auditor/chartered accountant. And</p> <p>CA Certificate clearly citing the Average turnover from any 3 financial years from last five years i.e. FY 2020-21, FY 2021-22, FY 2022-23, FY 2023-24, FY 2024-25 and Income Tax Return for the year for which the turnover certificate is submitted to certify the criteria of minimum average annual turnover requirement as per Annexure - VI</p>		
3	Infrastructure	<p>1. Institute must have minimum 3000 square feet carpet area as per registered rent agreement or ownership documents.</p> <p>2. Coaching Institution should</p>		

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Sr	Eligibility Criteria	Supporting Document	Eligible (Yes/No)	Supporting document page number /Remark (if any)
		<p>have minimum 2 well equipped audio-visual classroom/studio with adequate infrastructure facility required for live online interactive lecture (digital board, camera to record lecture, live lecture facility)</p> <p>(Attached Geo tag photographs of infrastructure facilities, classroom/studio with adequate infrastructure facility.)</p> <p>3. Attached Geo tag photograph of recording camera and digital board.</p> <p>4. Attach Geo-Tag Photograph of installed CCTV surveillance system</p>		
4	Performance of Coaching Institute	<p>-At least 45 candidates must have secured admission into the IITs/ NITs/IIITs & at least 45 candidates must have secured admission into the Government Medical colleges for MBBS in Last 5 years. i.e. 2020-21, 2021-22, 2022-23, 2023-24 and 2024-25</p> <p>Details of selected candidates along with their name, year in which coaching taken, course for which coaching taken, mobile number, year of passing JEE/NEET Examination, Rank in JEE/ NEET examination, College in which admission taken to be submitted along with technical bid. - Annexure- VII</p>		
5	Website and Mobile application of Coaching Institute	Coaching Institute must have their own website and mobile application. Provide the URL & Screenshot for the same.		
6	Total number of candidates of the coaching institute secured admission into IITs/NITs/IIITs and in Government medical colleges for MBBS in last 5 years	Attach Annexure VII		
7	Experience of lecturers of coaching for JEE (Mains & Advanced) and NEET Examination	Attach their relevant experience certificate from the current or previous employer with seal & sign		
9	CCTV surveillance system	Attach Geo-Tag Photograph of installed CCTV surveillance system at Institute.		

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Sr	Eligibility Criteria	Supporting Document	Eligible (Yes/No)	Supporting document page number /Remark (if any)
10	Audio-visual classroom/studio	Attach Geo-Tag Photograph of installed Audio-visual classroom/Studio at Institute.		
13	Technical Bid	As per Annexure- I		
14	Declaration	As per Annexure- III		
15	The Coaching Institute should not have been black listed by any Government agency / Department / Autonomous Institute of any state Government and Central Government.	Undertaking / Declaration that, the Coaching Institute is not Blacklisted- As per Annexure- IV		
16	Partners/Director of the Coaching Institute should not be having any criminal case against them.	Undertaking / Declaration that, None of the Partner / Director is having Criminal Case against them - As per Annexure- V		
17	Details of course material	Study Material / Course Material		
18	Checklist	As per Annexure- VIII		
19	No. of student taken admission in the coaching institute in last five years	Provide List of admitted candidates from last five years i.e. 2020-21, 2021-22, 2022-23, 2023-24, 2024-25		

Date:
Place:

Name, Designation and Signature of authorized representative of the Coaching Institute

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