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TRTI/2024/Training-IBPS/Desk-04/1692

Date: 24/06/2024

**MINUTES OF PRE-BID MEETING FOR TENDER REFERENCE NO:
TRTI/2024/Training-IBPS/Desk-4**

For “Expression of Interest (EOI) for Empanelment of Coaching Institute for Non-Residential Coaching for NABARD (Grade A, Grade B), IBPS, SBI, RBI, RRB, Insurance, LIC & Other Banking Competitive Examinations for the target group of SARTHI, BARTI and MAHAJYOTI in Maharashtra”

[Tender ID: 2024_TRTIP_1040877_1]

Date & Time: 20th June 2024 at 10:30 hrs.

Venue: Meeting held at Conference Hall, Tribal Research & Training Institute, Pune, 411001

Agenda: Pre-bid meeting for the tender: “Expression of Interest (EOI) for Empanelment of Coaching Institute for Non- Residential Coaching for NABARD (Grade A, Grade B), IBPS, SBI, RBI, RRB, Insurance, LIC & Other Banking Competitive Examinations for the target group of SARTHI, BARTI and MAHAJYOTI in Maharashtra” (Tender ID: 2024_TRTIP_1040877_1, dated 12th June 2024). Total 54 bidder’s representatives were present in the Pre-bid meeting.

The pre-bid meeting was organized to address the queries raised by the bidders for the said EOI. The tender is for “Expression of Interest (EOI) for Empanelment of Coaching Institute for Non-Residential Coaching for NABARD (Grade A, Grade B), IBPS, SBI, RBI, RRB, Insurance, LIC & Other Banking Competitive Examinations for the target group of SARTHI, BARTI and MAHAJYOTI in Maharashtra”. The Bid Evaluation Committee clarified the queries point wise raised by the bidder and the same is recorded. The queries received by bidder’s representatives with Bid Evaluation Committee remarks are placed as below. The Bid Evaluation Committee has also decided that the pre-bid meeting minutes should be treated as part of the EOI conditions and shall be binding to Bidders.

| Sr No | Tender Page no. | Clause no. | Query raised by the bidder | Clarification given for the query |
|-------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Page No-06 | Other Important Information Related to Bid - Earnest Money Deposit (EMD) (To be paid online)- Rs. 5,00,000/- | Participant has requested that EMD should be Rs. 2,00,000/- | As per Government Resolution no. Bha.kha.sa-2014/ Pra. Kra. 82/Section-III/Industry-4 dated: 1/12/2016 issued by Department of Industry, Energy and Labour; EMD has been fixed. Hence, No Change in EOI conditions shall prevail |
| 2 | Page No-06 | Other Important Information Related to Bid - Tender Fee – (To be paid online)- Rs 25,000/- (Non-Refundable) | Participant has requested that tender fee should be Rs. 10,000/- | As per Government Resolution no. Bha.kha.sa-2014/ Pra. Kra. 82/Section-III/Industry-4 dated: 1/12/2016 issued by Department of Industry, Energy and Labour; tender fee has been fixed. Hence, No Change in EOI conditions shall prevail |
| 3 | Page No-09 | Earnest Money Deposit (EMD) | When will be EMD refund? | Please read as below: “EMD of unsuccessful bidders will be refunded after completion of Bid Process/AOC/Empanelment” |
| 4 | Page No-10 | Consortium, Joint Ventures and Sub-Contracting | Is Joint Ventures allowed? | No Change in EOI conditions shall prevail |
| 5 | Page No-12 | Technical Bid- Pre-qualification Requirements of the Professional Coaching Institute is as under: Sr. No-1 The bidder shall be a company in India registered under the Companies Act 1956/2013, Proprietorship or a registered Partnership firm or a registered Limited Liability Partnership/Proprietors hip/ registered societies under Co-operative Societies Act, 1960 or trust and having experience of minimum last 5 Years from the date of registration. | Participant has requested that Colleges/Schools/NGOs should be allowed to participate in bid having experience of less than 3 years or have no experience from the date of registration. Participant has requested that Priority and special reservation should be given for 80G / 12A registered NGOs. | No Change in EOI conditions shall prevail |

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| 6 | Page No-12 | Technical Bid- Pre-qualification Requirements of the Professional Coaching Institute is as under: Sr. No-2 (minimum average annual turnover) | Do you consider minimum average annual turnover as specified in EOI from respective institute or parent institute? | Minimum average annual turnover will be considered from the institute from which applying for bid |
| 7 | Page No-12 | Technical Bid- Pre-qualification Requirements of the Professional Coaching Institute is as under: Sr. No-2 (minimum average annual turnover) | <u>minimum average annual turnover of Rs. 50 Lakhs</u> from any 3 financial years from last five years i.e. FY 2019-20, FY 2020-21, FY 2021-22, FY 2022-23, FY 2023-24 -Participant has requested to reduce minimum average annual turnover amount to Rs. 30 Lakhs | No Change in EOI conditions shall prevail |
| 8 | Page No-12 | Technical Bid- Pre-qualification Requirements of the Professional Coaching Institute is as under: Sr. No-2 (minimum average annual turnover) | As EOI mentioned minimum average annual turnover from the competitive examination coaching only. Participant has requested to consider average annual turnover from other business also | No Change in EOI conditions shall prevail |
| 9 | Page No-12 | Technical Bid- Pre-qualification Requirements of the Professional Coaching Institute is as under: Sr. No-3 (Infrastructure) | Participant has requested that notarized rent agreement may be allowed and the compulsion of a registered rent agreement should be removed | No Change in EOI conditions shall prevail |
| 10 | Page No-12 | Technical Bid- Pre-qualification Requirements of the Professional Coaching Institute is as under: Sr. No-3 (Infrastructure) | Participant has requested to reduce the Carpet area of the Institute from 3,000 to 2000 square feet | No Change in EOI conditions shall prevail |

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| 11 | Page No-12 | Technical Bid - Pre-qualification Requirements of the Professional Coaching Institute is as under: Sr.No-3 (Infrastructure) | What is the minimum size of each class room? | Institute must have minimum 3 class room of minimum 50 students seating capacity in each class room |
| 12 | Page No-13 | Technical Bid- Pre-qualification Requirements of the Professional Coaching Institute is as under: Sr. No-6 (GST Registration and PAN/TAN) | Participant has requested that if GST is not applicable to bidder/institute then GST should be optional or allowed for temporary GST | No Change in EOI conditions shall prevail |
| 13 | Page No-13 | Commercial Bid- Sanction Amount per Student Rs 40,000/- (Including all applicable taxes) | Participant has requested that training/coaching fee is very low as time is 6 months as well as NABARD and RBI syllabus is big and volume of subject is very high. Therefore, Please increase the fee amount from Rs. 40,000 to 60,000 | No Change in EOI conditions shall prevail |
| 14 | Page No-13 | Commercial Bid- Sanction Amount per Student Rs 40,000/- (Including all applicable taxes) | Participant has requested that sanction amount per student Rs. 40,000/- should be excluding all applicable taxes | Sanction Amount per Student Rs 40,000/- (Including all applicable taxes) remains same |
| 15 | Page No-14 | Opening of Bid – Sr. No-23 (a) | Where will be the technical bid open? | Envelope No. 1 containing the Technical Bid shall be opened online in the office of TRTI, Pune, on the date and time specified in the EOI |
| 16 | Page No-15 | Technical Evaluation Criteria-Sr.No-2: Performance of Coaching Institute in last 5 years for NABARD (Grade A, Grade B), IBPS, SBI, RBI, RRB, Insurance, LIC & Other Banking Competitive Examinations Only- | Which documents should be submitted by bidder to prove successful candidates | Any confirmatory document (Admission form/ Coaching Fee receipt, Result, Govt. Job ID Card/Appointment Letter) of selected candidates in last 5 years for NABARD (Grade A, Grade B), IBPS, SBI, RBI, RRB, Insurance, LIC & Other Banking with the institute. |

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| | | Note - Provide List of successful candidates from last five years i.e. FY 2019-20, FY 2020-21, FY 2021-22, FY 2022-23, FY 2023-24 | | Bidder must provide list of candidates qualified in NABARD (Grade A, Grade B), IBPS, SBI, RBI, RRB, Insurance, LIC & Other Banking Competitive Examinations along with their roll number and year of passing as per annexure VII |
| 17 | Page No-16 | Technical Evaluation Criteria- Sr.No-9 Audio-visual classroom | What will be the supporting documents to prove audio visual system in class room? | Geo-Tag Photograph of installed Audio-visual classroom at Institute should be provided by bidder |
| 18 | Page No-17 | Technical Evaluation Criteria Note- The minimum qualifying marks required in technical criteria is 60 Marks (i.e., 60 %). | Participant has requested that minimum marks for qualifying for empanelment should be increase from 60% to 80% in order to ensure to deliver good quality of coaching to candidates | No Change in EOI conditions shall prevail |
| 19 | Page No-17 | Award of Contract | What will be the maximum ceiling limit of number of student that can take admission in each institute? | The Bid Evaluation Committee formed by the Chairperson, CPETIMC, will decide the maximum ceiling limit of the student to be sponsored in each coaching institute based on available infrastructure facility, other technical evaluation parameter and last five years admissions of respective institute. |
| 20 | Page No-21 | Important points to Note: Sr. No-1 | Is it required for the coaching institute should have minimum 1 biometric machine per 50 students? | The coaching institute should have facility of minimum 1 biometric machine per 50 students after the empanelment and not before. |
| 21 | Page No-22 | Physical Verification | When will be the physical verification done? | CPETIMC or persons authorized by the CPETIMC will perform the surprise visit on any day after the last date of submission of bid during the office hours of the Physical Training Cum Coaching institute at the address provided in the technical bid and will perform the physical |

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| | | | | verification of all infrastructures and other facility required as per EOI document |
| 22 | Page No-22 | Performance Bank Guarantee (PBG) | How much will be PBG or Deposit amount? | Successful Bidder has to submit performance bank guarantee/demand draft of 3% of the awarded contract value (basis number of students allotted for coaching to the particular coaching institute) |
| 23 | Page No-26 | Annexure – I Location – Sr. No-3 | Can bidder submit bid for multiple Location in same EMD and Tender amount? | <p>Bidder can submit bid for multiple location but the location for which the bidder is submitting the bid for the coaching of NABARD (Grade A, Grade B), IBPS, SBI, RBI, RRB, Insurance, LIC & Other Banking Competitive examinations in single bid</p> <p>Note:</p> <ol style="list-style-type: none"> 1. Provide rent agreement, shop act license/ Relevant document, Geo-tag Photographs to prove the location of coaching classes 2. The relevant supporting documents should be submitted for each of the location for which bidder is submitting the bid. The coaching institute should be operational at the time of submission of bid at the location for which bid is submitted |
| 24 | Other | Other | Participant has requested that the Banking, Railways, LIC, etc. training and SSC Class-III training have more or less the same, the duration of training prescribed for both is same, and the amount of per student fees is also same. Therefore, it is submitted to combine the IPPS, RRB, LIC, etc. EOI with the SSC Class-III EOI together | No Change in EOI |

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| 25 | Other | Other | Who will be eligible for technical evaluation? | The bidder who will qualify in Pre-Qualification Criteria/requirement, will be eligible for technical evaluation criteria. |
| 26 | Other | Other | What will be the shortfall documents calling process? | Shortfall documents will be called from bidder by their provided email id in the submitted bid document/s ONLY. Hence, bidder are requested to correct their email id in mahatender login |
| 27 | Other | Other | Tender inviting authority should allowed to make visibility of all online uploaded technical documents of each bidder in mahatender portal | Yes, Necessary action already taken in mahatender online portal |
| 28 | Other | Other | Is the tender allotment will be open in next year also? | Empanelment is for a period of 3 years or up to the completion of running batch if any, whichever is later. |
| 29 | Other | Other | Participant has requested to conduct the training at taluka level within the jurisdiction of state of Maharashtra | Published EOI is to select the physical training cum coaching institute across the Maharashtra |

It was also decided that the queries received after the deadline as per EOI & after pre-bid meeting, shall not be considered for reply and e-tender bidding. The meeting ended with a vote of thanks.

Sd-
MD - MAHAJYOTI
Member

Sd-
DG - BARTI
Member

Sd-
MD - SARTHI
Member

Sd-
JOINT DIRECTOR-TRTI
Member Secretary

Sd-
COMMISSIONER-TRTI
Chairperson