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Tribal Research & Training Institute, Pune

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No. TRTI/2023/Training/Desk04/00

Date: 29/12/2023
07/07/2024

MINUTES OF PRE-BID MEETING FOR TENDER REFERENCE NO:

TRTI/2023/Training/Desk04/3963

For "Request for Proposal (RFP) for Selection of Agency for Advanced Spoken and Academic English course for Teachers to be implemented in Tribal Ashram Schools of Maharashtra"

[Tender ID: 2023_TRTIP_974162_1]

Date & Time: 29.12.2023 at 15:00 hours

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

Agenda: Pre-bid meeting for the tender: "Request for Proposal (RFP) for Selection of Agency for Advanced Spoken and Academic English course for Teachers to be implemented in Tribal Ashram Schools of Maharashtra" (Tender ID: 2023_TRTIP_974162_1, dated 22nd November 2023)

The following bidders were present at the pre-bid meeting:

1. ADCC Academy, Nagpur (by Email)
2. Sahayog Infra & Services, Nanded
3. Kotak Education Foundation, Mumbai
4. School of Inspiration Leadership, Pune

The pre-bid meeting was organized to address the queries raised by the bidders for the said tender. This tender is For "Request for Proposal (RFP) for Selection of Agency for Advanced Spoken and Academic English course for Teachers to be implemented in Tribal Ashram Schools of Maharashtra". The committee clarified the queries pointwise raised by the bidder and the same is recorded. The queries received by above bidder with tender committee remarks are placed as below. The committee has also decided that the pre-bid meeting minutes should be treated as part of the Tender 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 20	24. Evaluation of Technical and Commercial Bid Technical Evaluation Criteria – Point No. 6	What is the minimum or maximum batch/class size for the training?	Minimum Batch size 40 trainee & Maximum Batch size should be 50 trainee having minimum 4 Classrooms The duration of the Training program will be <u>5 days for one batch</u>
2	Page No 04	Section-A: Invitation for Request for Proposal (RFP)	What will be the preferred location of Training or will it be flexible as per the bidder?	Location of Training will be Pune or Lonavala or suggested by TRTI Competent Authority
3	Page No 17	22. Technical Bid a. Pre-qualification Requirements of the training institute is as under	Whether the bidder has to send the Geo-tagged photo of training rooms of its current owned location?	The bidder has to send the Geo-tagged photo of training rooms of its current owned location or rented location.
4	Page No 11	8. Financial Estimate - The Agency will cover the costs of the following	Who will be bearing conveyance for the trainee? (Travel cost from home to training venue)	Selected bidder won't bear the Travel cost of Trainee from home to Training Venue.
5	Page No 04	Section-2: Key Events & Dates 2. Other Important Information Related to Bid	What is the cost of tender or EMD %	Tender Cost will be depend on the no. of trainees attended for Training program & EMD is Rs. 2,00,000/-
6	Page No 03	Disclaimer 2. Each applicant should therefore conduct its own investigations and analysis	Is TNA to be done?	Training Need analysis is already done
7	Page No 05	3.3 Advanced spoken English and academic English course - Class 8-12 students will experience one 60 hour course per year, delivered by their English teacher in after-school clubs.	How it is to be done?	Syllabus should be mapped
8	Page No 06	3.3 Advanced spoken English	Who will conduct after school clubs?	Teacher has to provide it after school hours

Sr No	Tender Page no.	Clause no.	Query raised by the bidder	Clarification given for the query
		and academic English course		
9	Page No 06	3.4 .Selection and training of 60 mentors	Who will select 60 mentors?	Training agency has to do the selection of 60 mentors
10	Page No 06	3.7.Research publication	How and who will do Research publication?	Through training session Teachers should be motivated and guided to do Classroom based action research at school level.
11.	Page No 08	Programme 8 Constructivism	How to introduce this?	Teachers can be guided to build constructivist classroom through activity based learning.
12.	Page No 11	5.Monitoring ,evaluation and learning	Who will do monitoring?	Training agency has to do the monitoring, evaluation and observation
13.	Page No 17	b)Mandatory Documents to be uploaded with Technical Bid (Envelope No. 1)	Average Annual Turnover Certificate from CA (FY2020-21, FY2021-22,FY2022-23)Minimum Rs.500 lacs -Participant requested to reduce the turnover amount.	Average Annual Turnover reduced from Rs.500 lacs to Rs.300 lacs

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



(Vijay S. Gund)

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