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TRTI/2025/Training- GRE/TOEFL/ILTS/GMAT/Desk-4/787

Date: 12/02/2025

**MINUTES OF PRE-BID MEETING FOR TENDER REFERENCE NO:  
TRTI/2025/Training- GRE/TOEFL/ILTS/GMAT/Desk-4/568**

***For “Expression of Interest (EOI) for Empanelment of Coaching Institute to provide Coaching for GRE (Graduate Record Examination) / TOEFL (Test of English as a Foreign Language)/ IELTS (International English Language Testing System)/ GMAT (Graduate Management Admission Test) for the target group of TRTI in Maharashtra”***

[Tender ID: 2025\_TRTIP\_1145531\_1]

**Date & Time:** 11<sup>th</sup> February 2025 at 15:00 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 to provide Coaching for GRE (Graduate Record Examination) / TOEFL (Test of English as a Foreign Language)/ IELTS (International English Language Testing System)/ GMAT (Graduate Management Admission Test) for the target group of TRTI in Maharashtra” (Tender ID: 2025\_TRTIP\_1145531\_1, dated 4<sup>th</sup> February 2025). Total 9 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 to provide Coaching for GRE (Graduate Record Examination) / TOEFL (Test of English as a Foreign Language)/ IELTS (International English Language Testing System)/ GMAT (Graduate Management Admission Test) for the target group of TRTI 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-10	Technical Bid- Pre-qualification Requirements is as under: Sr. No-2 (minimum average annual turnover)	<p><b><u>Minimum average annual turnover of Rs. 50 Lakhs</u></b> 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</p> <p>- Participant has requested to reduce minimum average annual turnover amount to Rs. 25 Lakhs</p>	<p>Minimum average annual turnover has been changed from <b>Rs. 50 Lakhs to Rs. 25 Lakhs</b> 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</p> <p><b>Note -</b> <u>Minimum average annual turnover will be considered from the GRE/TOEFL/IELTS/GMAT examination coaching ONLY.</u></p>
2	Page No - 13	Technical Evaluation Criteria: Sr. No - 3 (Average Annual Financial Turnover of the Institute)	Participant has requested to reduce minimum average annual turnover amount to Rs. 25 Lakhs in 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	<p>Technical Evaluation Criteria will be as follows:</p> <p>a. Average Annual Financial Turnover of the institute is at-least Rs. 25 Lakhs in any last 3 financial years from the last five Years - 5 Marks</p> <p>b. Average Annual Financial Turnover of the institute is at-least Rs. 50 Lakhs in any last 3 financial years from the last five Years - 10 Marks</p> <p>c. Average Annual Financial Turnover of the institute is at-least Rs. 75 Lakhs in any last 3 financial years from the last five Years - 15 Marks</p> <p><b>Note -</b> <u>Minimum average annual turnover will be considered from the GRE/TOEFL/IELTS/GMAT examination coaching ONLY.</u></p>
3	Page No - 11	Pre-qualification Requirements is under: Sr. No. 3 (Infrastructure)	Does the coaching institute need to have a physical infrastructure within Maharashtra, or can it be located in another state while providing online/offline coaching?	Coaching Institute must have "Physical Infrastructure" within Maharashtra State <b>ONLY.</b>



Sr. No	Tender Page no.	Clause no.	Query raised by the bidder	Clarification given for the query
4	Other	Other	Can bidder participate for Coaching for any one either GRE (Graduate Record Examination) OR TOEFL (Test of English as a Foreign Language) OR IELTS (International English Language Testing System) OR GMAT (Graduate Management Admission Test)	Bidder can participate for coaching for any one either GRE OR TOEFL OR IELTS OR GMAT.  Bidder must have submit "Self-Delectation on their letter head" by mentioning in which (GRE OR TOEFL OR IELTS OR GMAT) they are going to participate.
5	Other	Other	What will be the shortfall documents calling process?	Since, Published EOI is a Single Bid system OR Single Cover Tender – <b>(Technical Bid ONLY)</b> .  Therefore, Shortfall documents will be called from bidder by their provided "Email Id" in the submitted bid document/s <b>ONLY</b> .  Hence, bidder are requested to correct their "Email Id" in mahatender website login.

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.



(Dr. Amar Narsale)

Desk Officer, Competitive Exam,  
TRTI, Pune



(Sushilkumar Khillare)

Account Officer,  
TRTI, Pune



(Chanchal Patil)

Joint Director,  
TRTI, Pune



(Dr. Rajendra Bharud, I.A.S.)

Commissioner,  
TRTI, Pune