

HARYANA SKILL DEVELOPMENT MISSION

NOTICE

No: 1360

Dated: 11.05.2022

In reference to RFP No. HSDM/RFP/TS/1181, floated on e-tender website vide E-Tender ID.: 2022_HRY_214317 for Selection of Agency for conducting Tracer Study of Skill Training provided by Haryana Skill Development Mission to the candidates belonging to all category/caste/religion (Under Skill Acquisition and Knowledge Awareness for Livelihood Promotion "SANKALP" Programme), it has been observed by the evaluation committee that documents submitted by the bidders are incomplete and the bidders who have applied through e-tender are advised to thoroughly go through the RFP document and submit hard copy of the complete proposal as per RFP document, taking note of the following.

S.No.	Criteria	Mandatory Documents
1.	Organization Details: Applicant Organization is Registered for more than 5 years.	Certificate of Incorporation. Copy of PAN card GST Registration Number.
2.	Financial Capability: Average turnover should be minimum 1 Crore in past three Financial years (FY 2018-19, 2019-20 and 2020-21).	Certificate of the same verified by a Registered Chartered Accountant with membership number should be submitted along with copy of audited P&L A/c and B/Sheets of all three years FY's (2018-19, 2019-20, 2020-21)
3.	Experience: Experience in conducting Tracer Studies or Impact Assessment studies or other such studies for any State/Central Government department/organization, for completion of at least three projects having minimum Contract Value of INR 25 lakhs each in the last 5 Financial years (FY 2016-17, 2017-18, 2018-19, 2019-20 and 2020-21).	Work order wise, copy of work order AND Completion Certificate issued by Client, mentioning the contract name, contract value, date & year of award and date & year of completion of project.

P.T.O.

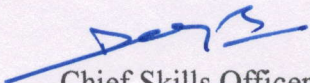
4.	<p>Team Composition: Team Leader (Minimum 1) Researchers (Minimum 2) and In-house Surveyors/Enumerators (Minimum 4) They should meet the minimum qualification criteria as mentioned in the Evaluation Sheet.</p>	<ul style="list-style-type: none"> • Declaration from HR department regarding qualification and experience of the deputed personnel with documentary evidence like proof of educational qualification, experience certificate(s) from the employer. • Also attach their CV. • Mention/ Highlight the relevant area of expertise/ experience of the team member.
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Please note that the hard copy of the proposal that is required to be submitted must be in alliance with documents already submitted on e-tender i.e there shouldn't be any change in what has already been submitted on e-tender, however, additional document(s) in connection/ support may only be submitted.

The above hard copy of the proposal must be send through registered post/ by hand by 20.05.2022 (3:00 pm) to:

The Mission Director
Haryana Skill Development Mission
Kaushal Bhawan
IP-2, Sector 3, Panchkula – 134109

No postal delay shall be entertained and proposals received by 20.05.2022 will only be considered.


Chief Skills Officer
Haryana Skill Development Mission
Panchkula (Haryana)

CC:

Copy of the above is forwarded through e-mail to following for the kind information please:-

1. PA/MD, HSDM for the information of W/MD, HSDM, please.
2. Evaluation Committee (JD, All DD's, MF).
3. TC-I.
4. DD-Admin to notify the bidders through e-mail.
5. DD-IT to publish the notice on the HSDM website.