

Dated, Agartala, the Nov,2013 .

## **Notice inviting Expression of interest**

Higher Education Department is inviting expression of interest from the reputed Training / Coaching Institute for empanelment of eligible Institute to provide Coaching / Training of ST ,SC, Minority , OBC & other category candidates residing in Tripura to help them to qualify in various recruitment Examination of Group –‘A’ ‘B’ & other than Govt. services like services in Bank & PSU sectors. The interested Training & Coaching Institutes may apply for the same following the instructions of the Higher Education Department as uploaded in the Departmental website (<http://highereducation.tripura.gov.in>) on or before **2<sup>nd</sup> December,2013** with relevant documents to the Director of Higher Education .

The general instruction for submission of EOI along with other terms & condition in this regard are also uploaded in the Website of the 4(four) Line Departments Viz. Higher education, Tribal Welfare Department (<http://www.twdtripura.in>), SC& OBC(<http://www.tripurascobcrm.nic.in>) & Minority Welfare Department (<http://www.minoritywelfare.in>). Empanelment shall be made strictly on the basis of success rate and earlier performance of the Institute. Coaching will be organized at Agartala in available School & College building for a period of 3 months, on 5 days a week basis. For imparting training, Institute must possess facility and study material, audio – visual, teaching aids/ facilities including Projector, sound system etc . 30% of the total cost of the Training /Coaching will be disbursed within a month of the commencement of the training and remaining 70% will be released at the end of the course. The Training / Coaching Institute would be required to enter into an agreement with the concerned department regarding proper conduct of the Training.

The undersigned reserves the right to accept or reject any of the bid/EOI or all the bid/EOI without assigning any reasons.

Director of Higher Education  
Tripura

## Invitation of Expression of Interest (EOI)

From

Reputed coaching institutions of Tripura for providing training / coaching for various competitive exams / 'Pre-Recruitment Examinations'

For

Empanelment of eligible training institutes

For coaching SC, ST, Minority, OBC and other categories of candidates residing in Tripura.

## Notice Inviting Expression of Interest

The Department of Higher Education, Government of Tripura, invites Expression of Interest from training / coaching institutes for empanelment of eligible institutes for providing coaching / training to SC, ST, Minority, OBC and other category of candidates residing in Tripura to help them qualify in various recruitment examinations.

### **Details of Courses for which coaching is to be provided:**

Sl No	Name of Courses	Code
1.	Group 'A' Services (both Central & State) including combined Civil Services	GA
2.	Group 'A' Services (both Central & State) including Public Service Commission Exams	GB
3.	Other than Government Services (Services in the Banking and PSU sector)	OT

### **2. General Instructions:**

- a. The training / coaching will be organized at Agartala in available school / college buildings. Details of location / venues of training / coaching will be communicated to the institutes in due course of time.
- b. The training is to be conducted for a period of three months, five days a week in the evening / morning hours without affecting the normal schedule of the Educational institutions.
- c. In the first phase, the training is to be provided for the Preliminary stage covering multiple choices / objective questions in general knowledge and selected subjects as well as etiquette, tips for interview etc, keeping in view the syllabus and selection procedures laid down in respect of the service indicated above.
- d. Only the empanelled institutes which show good success rate and performance in the first phase, as determined by the concerned authorities, will be eligible for empanelment for the second phase of training, which may include preparation for the Main exam, as applicable (especially, for Group 'A' (Central and State) Services, and Group 'B' (Central and State) Services).

- e. If any institute is found lacking in providing proper training or otherwise deficient in providing services, its empanelment may be cancelled before the scheduled term.
- f. The interested institutes must be in possession of Audio-Visual teaching aids/facilities including projectors, sound system etc. Use of audio-visual aid is mandatory.
- g. Provision of Faculty and Study Materials will be an integral part of the training program.
- h. Complete Study Materials are to be given to the students not later than 7 (seven) days of starting the training program.
- i. The entities / coaching institutes would be required to enter into an agreement with the concerned department regarding proper conduct of the training.
- j. A Pre-bid / EOI meeting will be held on 25/11/13 to give an opportunity to prospective bidders to seek clarification or offer suggestion if any. The last date of submission of EOI will be 02/12/13 upto 04.00 PM. The EOI will be opened on the same day if possible or on the next working day in presence of interested bidders.

### **3. Directions for submitting the Expression of Interest:**

- a. The institutes should mention the names of the course / courses along with the respective code numbers and quote rates separately for each course.
- b. The Expression of Interest from different institutes must give a clear outline of the training courses including details of topics to be covered, the total number of classes to be taken, the duration of each class and the total duration of the training. The institute may also include any other relevant details pertaining to the project, as it deems fit. The EOI should include details of the background of the institute, previous experience of training in similar projects, if any, etc.
- c. The total cost, inclusive of cost of training and study materials, is to be calculated in terms of cost per student, mentioning clearly the total number of hours of training. The rate per student should be mentioned clearly and separately for each course along with the respective code numbers and the total number of hours of training proposed. Classroom accommodation, furniture, electricity will be provided by the Government.
- d. One institute will not submit more than one EOI. Submission of Multiple EOIs by a single institute will result in cancellation of the same.

#### **4. Payment Terms:**

The approximate payment schedule, after award of coaching / training assignment to the empanelled entry, is given below for guidance purpose.

- a. The first installment of 30% of the total cost will be disbursed within a month of the commencement of the training on condition of distribution of complete study materials to all students with in a week's time.
- b. The remaining 70% will be released at the end of the course.
- c. Taxes shall be deducted at source as per applicable rates.

Director  
Higher Education  
Government of Tripura