



Notice Inviting Proposal For

Selection of a Partner as Captive Employer under Deen Dayal Upadhyaya Grameen Kaushalya Yojana

Reference No.- BRLPS/Proj-Jobs/2282/24

Date: 18/03/2024



NOTICE INVITING REQUEST FOR PROPOSAL

Bihar Rural Livelihoods Promotion Society (BRLPS), locally known as JEEViKA, is an autonomous society under the aegis of Rural Development Department, Government of Bihar. It has mission to drive social and economic empowerment among rural communities. Collaborating and spearhead the project of National Rural Livelihoods Mission (NRLM) in State of Bihar. BRLPS (JEEViKA) is engaged with more 10 lacs Community Institution which gives direct support more than 1 crore women of Bihar.

Under the aegis of NRLM, BRLPS (JEEVIKA) in Bihar is the nodal agency for the implementation of Deen Dayal Upadhyaya Grameen Kaushalya Yojana (DDU-GKY) with a vision to elevate rural youth into an economically independent and globally relevant workforce. The core aim of DDU-GKY is to provide concurrent skill training and placement opportunities to rural youth, distinguishing itself through a focus on sustainable employment and incentivizing higher placements.

Recognizing the vital role of industry engagement in our mission, BRLPS (JEEVIKA) is extending an invitation for the Captive Employment model under DDU-GKY. This model presents a unique opportunity for industries to actively participate in sourcing, training, and deploying rural youth according to their specific organizational, industrial, or operational needs. Through this partnership, employers can select candidates, tailor their skills, and deploy them within their establishments or subsidiaries, ensuring assured placement.

To fulfill the above requirement, BRLPS (JEEVIKA) is inviting proposal for potential agencies who meet the pre-qualification criteria. Interested agencies are invited to submit comprehensive technical proposals, supported by relevant documentation, detailing their capabilities and commitment to the Captive Employer partnership under DDU- GKY.

Join us in our mission to transform rural communities by harnessing the potential of rural youth through skill training and sustainable employment. Together, we can create a brighter future for Bihar's rural populace and contribute to the nation's economic growth. Potential Agency may engage in this endeavor.

1. Schedule of Events

1.	Name of Assignment	To select a Partner as Captive Employer with BRLPS under DDU GKY
2.	Time Period of Project/MoU	Three years extendable on basis of terms and condition of Captive Employer Guidelines
3.	Selection Method	Basic Eligibility Criteria and Commitment Parameters
4.	Proposal Validity Period	120 days from proposal due date
5.	Proposal Language	English
6.	Consortium Allowed	No
7.	Sub-contracting Allowed	No
8.	Date of Publication	18 th March 2024
9.	Last date of receiving queries	01 st April. 2024 at 15:00 Hrs.
10.	Pre-Proposal Meeting	01 st April. 2024 at 15:30 Hrs. at BRLPS Office
12.	Proposal submission Last Date	18th April 2024 at 15:30 Hrs. at the following address: The Chief Executive Officer cum Mission Director Bihar Rural Livelihoods Promotion Society (JEEViKA) Vidyut Bhawan-II, Bailey Road, Patna-800021



13.	Opening of Pre-qualification and Technical Proposal	18 th April. 2024 at 16:00 Hrs. at BRLPS Office
14.	Phone number & Email	Contact: Gyanesh Singh, Project Manager-Jobs, Phone: 9334300428 E-Mail: ceddugkybihar@gmail.com

Note – i) Interested agency may obtain further information about this Notice Inviting Proposal (NIT) from the office of BRLPS, Patna.

2. The Pre-qualification and technical proposals must be submitted in separate sealed envelope marked as “Pre-Qualification proposal” and “Technical Proposal” and both the envelopes will be kept in a single envelope marked as “Proposals (Pre-qualification + Technical) for Selection of select a Partner as Captive Employer under Deen Dayal Upadhyaya Grameen Kaushalya Yojana.
3. The agency shall submit their technical details (in the attached formats) as mentioned in the proposal document.
4. The agency shall submit the signed photocopies of all the relevant certificates, documents etc., if required to support their technical details.
5. Pre-qualification proposals will be evaluated first. Technical proposal of agency qualifying in pre-qualification will only be considered for further evaluation.
6. In the event of any of the above-mentioned day being declared a holiday/closed day for the Bihar Rural Livelihoods Promotion Society (BRLPS), the proposals will be opened in the next working day at the scheduled time
7. The proposal validity period will be 120 days from the date of opening of proposals.
8. BRLPS reserves the right to accept or reject any or all proposal or cancel the entire process without assigning any reasons at any stage and time
9. For further enquiry and information, please contact during office hours 10:00 AM to 6:00 PM – Gyanesh Singh, Project Manager-Jobs. All further notifications/ Corrigendum/ Addendum, if any shall be posted BRLPS Official Website at www.brlps.in/procurement/consultancy.

Chief Executive Officer cum Mission Director
Bihar Rural Livelihoods Promotion Society



INSTRUCTIONS TO BIDDER

1.	General Instructions	
1.1		The agency should prepare and submit its offer as per instructions given in this section.
1.2		Instructions/ Guidelines for proposals for submission of bids have been mentioned below for assisting the prospective bidders to participate in the bidding.
1.3		<p>1. Submission of Proposals: Proposals are to be submitted in a separate sealed envelope; Envelope-1 (pre-qualification proposal) and Envelope-2 (Technical Proposal). All the two envelopes should be sealed in a single envelope. The envelope should be superscribed as “Proposals for selection of a Partner as Captive Employer under Deen Dayal Upadhyaya Grameen Kaushalya Yojana”.</p>
	1.3.1	Before preparing the proposal and submitting the same to the BRLPS, the agency should read and examine all the terms & conditions, instructions etc. contained in the Proposal Documents. Failure to provide required information or to comply with the instructions incorporated in these RFP may result in rejection of proposal submitted by agency.
	1.3.2	The proposal shall be submitted with a forwarding letter as per Annexure on or before the last date of submission. Agencies will not be allowed to submit proposals after the stipulated date & time (closing date and time for submitting the proposal as mentioned above.
2.		Proposal Expense - The agency shall bear all costs and expenditure incurred and/or to be incurred by it in connection with its proposal including preparation, and submission of its proposal and subsequently processing the same. Bihar Rural Livelihoods Promotion Society (BRLPS) will, in no case be responsible or liable for any such cost, expenditure etc. regardless of the conduct or outcome of the tendering process.
3.		Language of the proposal - The proposal submitted by the bidder and documents relating to the proposal shall be written in the English language. However, the language of any printed literature furnished by the bidder in connection with its proposal may be written in any other language provided the same is accompanied by an English translation and, for purposes of interpretation of the proposal, the English translation shall prevail. However, if the language of any of the printed document(s) submitted by the agency is/are in “Hindi” language, then there is no need for providing an English translation of the same document, for interpretation.
4.		Amendments to Proposal Documents



4.1		At any time prior to the deadline for submission of proposals, BRLPS may, for any reason deemed fit by it, modify the RFP Documents by issuing suitable amendment(s) to it. Such amendment/s will be notified on official website of BRLPS at www.brlps.in/procurement and the same shall be binding to all the agencies who intends to participate in the bidding process.
4.2		Agency should watch for amendment, if any, issued on www.brlps.in/procurement and BRLPS will not issue separate communication to them. BRLPS shall not be responsible in any manner if prospective Bidders miss any notifications placed on www.brlps.in/procurement .
5.		Clarifications to RFP Documents
5.1		A prospective bidder requiring any clarification regarding terms & conditions, Scope of Work etc. given in the Proposal Documents may submit written request for clarifications to Gyanesh Singh, Project Manager-Jobs, through email ID: ceddugkybihar@gmail.com before the pre-proposal meeting.
5.2		All the prospective bidders will be notified of response to clarifications through BRLPS official website www.brlps.in/procurement .
5.3		BRLPS shall not be responsible in any manner if a prospective bidder fails to notice any notifications with regards to the present NIT published on BRLPS official website.
6.		Preparation of Proposal
6.1		The proposal shall be duly signed and stamped, by the authorized person duly approved by the appropriate authority in terms of 'Power of Attorney', at the appropriate places as indicated in the proposal documents and all other pages of the proposal including printed literature, if any shall be initialled by the same person(s) signing the proposal. The proposal shall not contain any erasure or overwriting, except as necessary to correct any error made by the bidder and, if there is any such correction; the same shall be initialled by the person(s) signing the proposal. The entire document being part of proposal document should be page numbered with spiral binding. The Authorization Letter shall also be furnished along with the proposal, as per the form available with this document.
6.2		A person signing (manually or digitally) the RFP form or any documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to bind such other persons and if, on enquiry, it appears that the persons so signing had no authority to do so, BRLPS may, without prejudice to other civil and criminal remedies, cancel the contract and hold the signatory liable for all cost and damages.
7.		Proposals Submission
7.1		Bihar Rural Livelihoods Promotion Society (BRLPS) will open the pre-qualification & technical proposals at the date and time as indicated above. In case the specified date of proposal opening falls on / is subsequently declared a holiday or closed day for the BRLPS, the proposals will be opened in mode, on the next working day.
7.2		Evaluation of the proposals will be made based on technical proposal and documents mentioned above in Mandatory Documents failing which the proposals will not be considered for evaluation.



	7.3		No agency can submit proposal as a Joint Venture/Consortium. Agencies will not sublet the assignment to other agency without written approval from the BRLPS.
	7.4		Manpower Supplying Agencies are not allowed to participate in this bid.
8.			<p>Evaluation of Proposals:</p> <p>Two steps evaluation will be done as per the following details-</p> <ol style="list-style-type: none"> 1. Project Screening: At the State Level under the chairmanship of Principal Secretary of State Rural Development Department, Government of Bihar. 2. Project Review & Approval: At Central Level under the chairmanship of Additional Secretary (Ministry of Rural Development) along with SRLM Officials after hearing the presentation by each of prospective Industry/Training Providers.
	8.1		<p>Infirmity/non-conformity</p> <p>BRLPS may waive minor infirmity and/or non-conformity in the submitted proposals, provided it does not constitute any material deviation. The decision of the BRLPS as to whether the deviation is material or not, shall be final and binding on the bidders.</p>
	8.2		Discrepancies in Prices
		a.	If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail.
	8.3		Bidder's capability to perform the contract
		a.	BRLPS, through the above process of proposal scrutiny and evaluation will determine to its satisfaction whether the agency, whose proposals has been determined as responsive proposal is qualified and capable in all respects to perform the contract satisfactorily. In such conditions, decision of the BRLPS shall be final and binding on the all the bidders.
9.			Contacting the Bihar Rural Livelihoods Promotion Society (BRLPS)
	9.1		From the time of submission of proposal to the time of awarding the contract, if a bidder needs to contact the BRLPS for any reason relating to its proposal, it should do so only in writing.
	9.2		In case a bidder attempts to influence the BRLPS, on the BRLPS decision on scrutiny, comparison & evaluation of proposals and awarding the contract, the proposal of the bidder shall be liable for rejection in addition to appropriate administrative action being taken against that bidder, as deemed fit by the BRLPS.
10.			Bid Clarification
	10.1		To facilitate evaluation of Proposals, BRLPS may, at its sole discretion, seek clarifications in writing from any Bidder regarding its Proposal. Notwithstanding anything contained in the RFP, the BRLPS reserves the right not to take into consideration any such clarifications sought for evaluation of the Proposal.



	10.2		At any point in time during the bidding process, if required by the BRLPS, it is the Bidders' responsibility to provide required evidence of their eligibility as per the terms of the RFP, to the satisfaction of the BRLPS. If no response is received till the designated date and time, the BRLPS shall evaluate the offer as per available information. The procurement committee in the BRLPS can verify the facts and figures quoted in the proposal. BRLPS reserves the right to conduct detailed due diligence of the information provided by the Bidders for qualification.
11.			Fraud and Corrupt Practices
	11.1		The Bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained herein, BRLPS may reject the proposals without being liable in any manner whatsoever to the bidder if it determines that the bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Selection Process.
	11.2		Without prejudice to the rights of the BRLPS here-in-above, if a bidder is found by the BRLPS to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Selection Process, such bidder shall not be eligible to participate in any proposal or RFP issued by the BRLPS during a period of 3 (Three) years from the date such bid is found by the BRLPS to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
	11.3		For the purposes of this Clause, the following terms shall have the meaning hereinafter respectively assigned to them:
		a.	“ Corrupt practice ” means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the Selection Process (for avoidance of doubt, offering of employment to, or employing, or engaging in any manner whatsoever, directly or indirectly, any official of the BRLPS who is or has been associated in any manner, directly or indirectly, with the Selection Process.
		b.	“ Fraudulent practice ” means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Selection Process.
		c.	“ Coercive practice ” means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence any person's participation or action in the Selection Process.
		d.	“ Undesirable practice ” means (i) establishing contact with any person connected with or employed or engaged by the BRLPS with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or (ii) having a Conflict of Interest, and
		e.	“ Restrictive practice ” means forming a cartel or arriving at any understanding or arrangement among Applicants with the objective of restricting or manipulating a full and fair competition in the Selection Process.
12.			Selection Process



12.1		Proposals of all bidders which meet the basic requirements (i.e., timely submission etc.) would be taken up for their eligibility evaluation as per the information provided in the RFP.																																	
12.2		<p>Pre-Qualification Criteria</p> <table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Particulars</th> <th>Required Documents to be attached with proposal.</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>The firm should be in existence from the last 03 calendar years.</td> <td>Signed and stamped photocopy of certificate issued by Registrar of Companies.</td> </tr> <tr> <td>2.</td> <td>Should have valid EPFO & ESIC registration and Factory should be registered.</td> <td>Signed and stamped photocopy of EPFO and ESIC registration Certificate. Signed and stamped photocopy of Factory Registration certificate having Factory Registration Number.</td> </tr> <tr> <td>3.</td> <td>Should have valid TIN/TAN/GST Number.</td> <td>Signed and stamped photocopy of all the certificates.</td> </tr> <tr> <td>4.</td> <td>Should have valid Bank Account linked with Aadhar/PAN</td> <td>Signed and stamped photocopy of Bank Pass Book or Certificate from the concerned bank.</td> </tr> </tbody> </table>	Sl. No.	Particulars	Required Documents to be attached with proposal.	1.	The firm should be in existence from the last 03 calendar years.	Signed and stamped photocopy of certificate issued by Registrar of Companies.	2.	Should have valid EPFO & ESIC registration and Factory should be registered.	Signed and stamped photocopy of EPFO and ESIC registration Certificate. Signed and stamped photocopy of Factory Registration certificate having Factory Registration Number.	3.	Should have valid TIN/TAN/GST Number.	Signed and stamped photocopy of all the certificates.	4.	Should have valid Bank Account linked with Aadhar/PAN	Signed and stamped photocopy of Bank Pass Book or Certificate from the concerned bank.																		
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		(v)	Should have Positive Net Worth in at least two of the last three financial years. Attach CA Certificate	15						
			Total Points	100						
			The maximum Technical Score (St) required to pass is:	70						
			The bidders who have scored 70 marks/points or more out of 100 marks as stated here-in-above shall be considered as technically qualified for further evaluation. However, if the number of such technically qualified bidders is less than two, the BRLPS may in its sole discretion, qualify the bidder(s) whose technical score is less than 70 marks/points but should not be less than 60 marks.							
		b.	BRLPS reserves the right to accept in part or in full any proposal or reject any proposal(s) without assigning any reason or to cancel the selection process and reject all proposals at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder(s).							
		c.	The bidder shall within 7 days of issue of the Letter of Intent (LoI), will give his acceptance.							
		d.	The BRLPS reserves the right at the time of Contract award and/or during validity of contract, to increase or decrease the scope of services and payment of same will be Payment will be made strictly as per the payment norms of DDU-GKY and Captive Employment Guidelines under DDU-GKY.							
		e.	The BRLPS will notify the successful bidder(s) in writing by issuing a Letter of Intent (LoI), that its proposal has been accepted, briefly indicating there in the essential details like description of services and corresponding prices accepted, subject to the contract agreement to be signed between the parties " <i>floated from this NIT</i> " having the detailed terms and conditions etc.							
		f.	The successful bidder must furnish to the BRLPS, a Performance Security of Rs. 5.0 lakh before executing the contract/ signing of the contract document, positively, failing which the award will be cancelled and bidder may be debarred/blacklisted reasonably.							
		g.	The contract agreement will be between the Bihar Rural Livelihoods Promotion Society (BRLPS) and the selected agency. The stamp duty and registration charges, if any, payable on the Agreement will be borne by the selected service provider/ bidder.							
13.			TERMS OF REFERENCE (ToR) As per DDU-GKY Guidelines and Captive Employment Guidelines under DDU-GKY available at https://kaushalbhharat.s3.ap-south-1.amazonaws.com/1710409454Notification_18_2020.pdf							
14.			OTHER TERMS AND CONDITIONS							
	14.1		Use of contract documents and information							
		a.	Manpower Supplying Companies are not eligible to participate in the tender.							



		b.	The Agency shall not, without the BRLPS's prior written consent, disclose the contract or any provision thereof or any information furnished by or on behalf of the BRLPS in connection therewith, to any person other than the person(s) employed by the Agency in the performance of the contract emanating from this Proposal Document. Further, any such disclosure to any such employed person shall be made in confidence and only so far as necessary for the purposes of such performance for this contract.
		c.	Further, the Agency shall not, without the BRLPS's prior written consent, make use of any document or information related to this assignment except for the sole purpose of performing this contract.
		d.	Except the contract issued to the Service Provider, each other document related to the selection and contract outcomes shall remain the property of the BRLPS and, if advised by the BRLPS, all copies of all such documents shall be returned to the BRLPS on completion of the Service Provider's performance and obligations under this contract.
	14.2		Intellectual Property Rights
			The Agency shall, always, indemnify and keep indemnified BRLPS, free of cost, against all claims which may arise in respect of goods & services to be provided by the Agency under the contract for infringement of any intellectual property rights or any other right protected by patent, registration of designs or trademarks. In the event of any such claim in respect of alleged breach of patent, registered designs, trademarks etc. being made against the BRLPS, the BRLPS shall notify the Agency of the same and the Agency shall, at his own expenses take care of the same for settlement without any liability to the BRLPS.
15.			Insurance
	15.1		The Agency shall be responsible for insurance of equipment, processes, manpower to be deployed by the Agency related to this contract.
	15.2		The BRLPS shall not be responsible for damages of any kind or for any mishap/ injury/ accident caused to any personnel/property of the agency while performing recruitment services for BRLPS. All liabilities, legal or monetary, arising in that eventuality shall be borne by firm/ agency.
16.			Project Duration
	16.1		The total duration of the assignment is envisaged for 3 years as per the terms and conditions of Captive Employment Guidelines under DDU-GKY.
	16.2		The Agency will be obliged to manage and undertake the assignment in accordance with the provisions of the Contract Agreement and terms and conditions therein and DDU-GKY and Captive Employment Guidelines under DDU-GKY, failing which the Agency will be liable for consequential action in terms of the contract and under existing law.
17.			Payments
	17.1	a.	Payment will be made strictly as per the payment norms of DDU-GKY and Captive Employment Guidelines under DDU-GKY.
		b.	No advance payment shall be made by BRLPS.
	17.2		The payment will be subject to statutory deductions as per applicable laws



18.		Performance Review Provisions
	18.1	Selected agencies' performance would be evaluated based on:
	a.	Adherence to DDU-GKY and Captive Employment Guidelines under DDU-GKY with amendments made time to time.
19.		<p>Signing of the contract</p> <p>The Agreement between BRLPS and the selected agency/ bidder will be executed after issuance of the Letter of Acceptance and its acceptance by the successful agency and submission of performance security.</p>
20.		<p>Sub Contracts</p> <p>Sub-letting/ Sub-contracting of the contract would not be allowed under any circumstances and contract may be terminated in case the Agency sublets or sub-contracts its liabilities/responsibilities/obligation to other. Penal action shall also be taken against the agency.</p>
21.		<p>Modification to Contract</p> <p>Any modification in the contract shall be made on mutual acceptance and in writing.</p>
22.		<p>Statutory Deductions at Source</p> <p>Statutory deductions at source shall be made at the prescribed rates from the bidder's bills under the prevailing law.</p>
23.		Termination of Contract
	23.1	Any agency found to be involved in fraudulent practices (misrepresentation or omission of facts or suppression/hiding of facts or disclosure of incomplete facts), in order to secure eligibility to the bidding process during the submission of bid or after release of Letter of Intent (LoI) or contract agreement, shall be liable for punitive action amounting to blacklisting of the bidder, forfeiture of Performance Security and cancellation of contract.
	23.2	The BRLPS, without prejudice to any other contractual rights and remedies available to it, may, by written notice of default sent to the Agency, terminate the contract in whole or in part without any payment thereof, if the Agency fails to perform services as specified in the DDU-GKY and Captive Employment Guidelines under DDU-GKY and other terms of the contract agreement or any other contractual obligations within the time period specified in the contract or for any breach of the contract, the performance security may be forfeited and other suitable action may also be taken against the agency.
	23.3	Unless otherwise instructed by the BRLPS, the Agency shall continue to perform the contract to the extent not terminated.
	23.4	<p>Termination for Insolvency</p> <p>If the Agency becomes bankrupt or otherwise insolvent, it will inform to the BRLPS with the 30 days' written notice to terminate the contract. The BRLPS</p>



		reserves the right to terminate, without any compensation, whatsoever, to the Agency.
	23.5	<p>Termination by Mutual Consent</p> <p>In the event, the BRLPS and the Agency mutually agrees to terminate the contract, either party shall give 30 days' written notice to the other party and after the consent of both party's agreement may be terminated without any Legal or Financial Obligation on any Party to the contract.</p>
24.		Force Majeure
	24.1	Notwithstanding the provisions contained in Clauses above, the Agency shall not be liable for imposition of any such sanction so long the delay and/or failure of the Agency in fulfilling its obligations under the contract is the result of an event of Force Majeure.
	24.2	For purposes of this clause, Force Majeure means an event beyond the control of the Agency and not involving the Agency's fault or negligence and which is not foreseeable and not brought about at the instance of, the party claiming to be affected by such event and which has caused the non – performance or delay in performance. Such events may include and will not be limited to wars or revolutions, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes excluding by its employees, lockouts excluding by its management, and freight embargoes.
	24.3	If a Force Majeure situation arises, the Agency shall promptly notify the BRLPS in writing of such conditions and the cause thereof within seven days of occurrence of such event. Unless otherwise directed by the BRLPS in writing, the Agency shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
	24.4	In case due to a Force Majeure event, if the BRLPS is unable to fulfil its contractual commitment and responsibility, the BRLPS will notify the Agency accordingly and subsequent actions taken on similar lines described in above sub-paragraphs
25.		<p>Notices</p> <p>Notice, if any, relating to the contract given by one party to the other, shall be sent in writing or by e-mail or facsimile or post. The addresses of the parties for exchanging such notices will be the addresses as incorporated in the contract.</p>
26.		Resolution of disputes
	26.1	Any dispute or difference or claim arising out of or in relation to this Agreement, will be settled by reaching a mutual understanding between the parties.
	26.2	If the dispute between the parties is not resolved amicably, the Arbitration process will be followed as per Arbitration & Conciliation Act, 1996. The Arbitration process shall be held in Patna and the language of arbitration will be English.



	26.3		If any of the party is not satisfied with the outcome of Arbitration, the courts in Patna, Bihar shall have the sole jurisdiction.
27.			Applicable Law The contract shall be governed by and interpreted in accordance with the laws of India for the time being in force.
28.			Other Terms & Conditions The Agency shall maintain confidentiality of all the data collected during the contract period, and shall make adequate arrangements for security on their own cost.
			Chief Executive Officer cum Mission Director, BRLPS



Annexures



Form I: Covering Letter

(On letter head)

Date

To,
Chief Executive Officer
Bihar Rural Livelihoods Promotion Society (JEEViKA)
Vidyut Bhawan-II, Bailey Road, Patna-800021

Dear Madam/Sir,

Ref: Response to invitation for selection as 'Captive Employer' for DDU-GKY

Having examined the invitation and guidelines of Captive Employment, we, the undersigned, hereby submit our response for selection as 'Captive Employer for DDU-GKY Program

We attach here to the response as required.

Primary and Secondary contacts for our organization are:

	Primary Contact	Secondary Contact
Name:		
Title:		
Company / Organization Name		
Address:		
Phone:		
Mobile:		
Email:		

We confirm that the information contained in this response or any part thereof, including its exhibits and other documents and instruments delivered or to be delivered to BRLPS is true, accurate, verifiable, and complete. This response includes all information necessary to ensure that the statements there in do not in whole or in part mislead the department in its short-listing process.

We here by confirm that we commit and would adhere to the following deliverables in event of being selected as Captive Employer-



Sl. No.	Deliverables	Agreement to Deliverables (Yes/No)
1	Training	
1a	Training Infrastructure as per the requirement of Job Role	
1b	Willingness to provide basic training as per the NSQF Aligned courses	
1c	Commitment to provide assessment and certification from govt. recognized awarding body	
1d	Commitment to train and place minimum 500 candidates in the period of 3 years	
2	Placement	
2a	Minimum placement commitment of 70% of training target for the minimum period of six months	
2b	All the placement of trained candidates needs to be 'Captive Employment' or Affiliate Companies	
3	Minimum Wage Commitment	
3a	Minimum CTC of Rs. 10,000/- month or minimum wages whichever is higher for the training courses less than six months	
3b	Minimum CTC of Rs. 12,000/- month or minimum wages whichever is higher for the training courses more than six months	
4	Co – Branding as per DDU-GKY guidelines	

We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading during the shortlisting process, we are liable to be dismissed from the selection process or termination of the contract during the project, if selected to do so.

It is hereby confirmed that I/We are entitled to act on behalf of our company/corporation/firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Date:

Signature: (In capacity of)

Name:

Duly authorized to sign the Response for and on behalf of:

(Name and Address of Firm) Seal/Stamp of

Firm Witness Signature:

Witness Name:

Witness Address:

Enclosures: Hard Copy of the response along with enclosures duly filled in



Form II: Signatory Authority Certificate

(On Letterhead)

Date

To,
Chief Executive Officer
Bihar Rural Livelihoods Promotion Society (JEEViKA)
Vidyut Bhawan-II, Bailey Road, Patna-800021

Dear Madam/Sir,

Sub: Certificate as to authorize legal signatories

Ref: Invitation for selection as a 'Captive Employer' for DDU-GKY

I,, Director on the Board of Directors / Trustees of, certify that who signed the above responses authorized to do so and bind the organization by authority of its board / governing body, as evidenced in the attached document.

(Signature)

Authorized Signatory Name

Designation

(Organization / Company Seal)

Evidentiary proof:

1. Appropriate board resolution / other documents as necessary



Form III: Organization Details

Details of the organization (Fill all, where applicable)	
Name of organization	
Nature of the legal status in India	
Legal status reference details	
Nature of business / work in India	
Date of Incorporation / Registration	
Date of Commencement of Business / Work	
Address of the Registered Office in Bihar	
Address of the Registered Office in India	
PAN Number	
Service Tax Number	
Other Relevant Information	
Mandatory Supporting Documents: <ul style="list-style-type: none">- Certificate of Incorporation from Registrar Of Companies (ROC) /Registration Certificate as applicable- Relevant sections of Memorandum of Association of the organization or filings to the stock exchange to indicate the nature of business of the organization- Any other specified in this document	



Form IV: Undertaking on Litigation

(Organization Letterhead)

Date

To,
Chief Executive Officer
Bihar Rural Livelihoods Promotion Society (JEEViKA)
Vidyut Bhawan-II, Bailey Road, Patna-800021

Sub: Undertaking on Litigation

Ref: Response to Invitation for selection as a 'Captive Employer's for DDU-GKY

Dear Madam/Sir,

I/We as potential 'Captive Employer' do hereby state that our company/organization is not involved in any litigation which may impact the performance of the services to be provided by us, if selected by BRLPS.

Yours faithfully,

(Signature)

Company Secretary / Legal Representative (with authorization)

(Organization / Company Seal) Designation



Form V: Undertaking on Blacklisting

(Organization Letterhead)

Date

To,

Chief Executive Officer

Bihar Rural Livelihoods Promotion Society (JEEViKA)

Vidyut Bhawan-II, Bailey Road, Patna-800021

Sub: Undertaking on Blacklisting

Ref: Response to Invitation for selection as a ‘Captive Employer’s for DDU-GKY

Dear Madam/Sir,

I/We as potential ‘Captive Employer’s do hereby state that our company/ organization is not blacklisted/debarred as of date with any Central or State Government Ministry or Department in India.

Yours faithfully,

(Signature)

Authorized Signatory name

Designation

(Organization Seal)



FORM VI: Permanent Registration Number (PRN) Application Form

Name of the Organization:

Website:

Select Category of the Organization and attach the proof:

Government Organizations (including Departments/ Subordinate Offices/ Attached Offices in Central or State Government)

Semi Government Organizations (including Statutory Bodies set up by Central or State Government)

Company registered under Companies Act, 1956 / Companies Act, 2013

Limited Liability Partnerships registered under the Limited Liability Partnership Act, 2008

Company registered under Section 25 (Companies Act, 1956)/ Section-8 (Companies Act, 2013)

Registered Trusts

Society registered under Societies Registration Act, 1860

Registered Federation / Cooperatives registered under the Cooperatives Societies Act, 1912

NITI Aayog's allotted Unique ID:

[Please mentions allotted Unique ID and attach its proof in case of NGOs (Non-Government Organizations) category i.e. Trust/ Society/ Cooperatives Societies/ Company registered under section-25/ Section-8. Please visit "NGO Darpan Portal" i.e. <https://ngodarpan.gov.in/> for NITI Aayog's registration & its details]

Address of the Organization:

District:

State:

Pin:



Building Photo of Head Office of the Applicant Organization: *(Please attach photo)*

Contact Details:

Office Phone

Office Phone

Email

Type of business/Activity of Applicant Organization: *(More than one option may be selected)*

- Vocational Training
- Education
- Training and Placement of persons in Public Service Deliver Jobs
- Providing fee-based skilling programs through vouchers/scholarships
- Manufacturing
- Production of natural resources
- Export
- Agriculture/Agriculture based Industry
- Service Provider
- Any other industrial activity

Registration Details of the Applicant Organization:

(Please mention details as per the Incorporation, PAN and TAN Certificates and attach its proof)

Registration No.

Date of Registration

(DD/MM/YYYY)

State where registered



PAN

TAN

Details of the Owners/Directors:

(Please fill the Applicant Organization's Director/Owner Details. Details of more than one member may be provided in "Annexure-I", enclose multiple copies of Annexure-I in case of more than 3 members.)

Name

Mobile

Designation

Email

PAN

Aadhar/ Voter Id

Passports/ Driving License

Liability in % *(In case of Limited Liability Partnerships Category only)*

Authorized Person Details:

(The board of directors / trustees nominates an authorized person to enter into the agreements, sign proposals and is held responsible for the acts of the organization. The authorized person can be a Director, Trustee or an Employee duly authorized by the board. Attach a brief profile (CV) of the authorized person and a clear passport size photograph. The photograph should not be more than 3 months old.)

Name of the authorized person

Age

S/O, W/O, D/O



Designation Occupation

Email

PAN Aadhar/ Voter Id

Passports/ Driving License Mobile

Residential Address

State PIN

Post Office Police Station

Additional Details:

Whether Organization is profitable or not? (Please mention Yes/No)

[The following additional details are mandatory in case of Yes. If the applicant Organization has registrations like section 12A/ 80G of Income Tax Act of India, FCRA, etc, then provide the details accordingly. However, if the details are not available with the Organization, then registration numbers and dates may be provided as "Not Applicable"].

S. No.	Details of Section 12A/ 80G of Income Tax Act of India and FCRA	Registration Number	Registration Date (DD/MM/YYYY)
1	Details of registration under section 12A of Income Tax Act of 1956		
2	Details of registration under section 80G of Income Tax Act of 1956		
3	Details of registration under FCRA		



Annexure-I

Details of the Owner/Director-2:

Name

Mobile Designation

Email

PAN Aadhar/ Voter Id

Passports/ Driving License

Liability in % (In case of Limited Liability Partnerships Category only)

Details of the Owner/Director-3:

Name

Mobile Designation

Email

PAN Aadhar/ Voter Id

Passports/ Driving License

Liability in % (In case of Limited Liability Partnerships Category only)