

INDUSTRIAL TRAINING DEPARTMENT, HARYANA
30- BAYS BUILDING, SECTOR -17, CHANDIGARH

EXPRESSION OF INTEREST TO CONDUCT ONLINE ADMISSION FOR SESSION 2016 IN ALL GOVT. & PVT. ITIs

Introduction: The Department of Industrial Training, Haryana is imparting the Skill based training to the youth through the network of 147 Govt. (114 co-ed ITIs, 33 ITIs exclusively for Women) and 183 Private Industrial Training Institutes under Craftsman Training Scheme. One and two year duration courses are being run in these institutes. Training in ITIs is imparted in 75 numbers of different trades of Engineering & Non-Engineering sectors. There are total 84106 sanctioned seats in the Govt. and Pvt. ITIs of the state with annual intake of 58,874 trainees (excluding supernumerary seats) . During last year admissions for session 2015 approximately 1,53,000 online applications were received for admission in ITIs in 8 online counseling rounds and 65,000 candidates got admission in ITIs.

1. Objective: The Department of Industrial Training, Haryana invites sealed proposal for Expression of Interest (EOI) from reputed firms to conduct online off campus admission for session 2016 in all Govt. and Pvt. ITIs of Haryana State

2. SCOPE OF WORK:

Admission session in ITIs starts from June-July every year & lasts till August end. This year, as per instructions from Director General of Training, New Delhi (GOI body governing functioning of ITIs in India) admissions for session 2016 are to be completed by 31st August, 2016.

Scope of work for conducting online admission includes:

1. To create a Departmental online counseling web portal having profile of each Govt. & Pvt. ITIs indicating the trade courses being run in a ITI along with number of trade units of each trade running, trade scheme, counseling related instructions etc. as provided by Department. The portal must be available 24x7 throughout the admission process.
2. On the counseling web portal, applicant must be able to enquire about any trade being offered by which ITIs & vice versa.
3. To make provision for inviting online applications as per Performa / fields provided by Department & to assign a unique serial number to each new application with date & time.
4. To provide multiple payment modes for depositing the counseling fee e.g. through net banking, Debit /Credit card, through scratch cards by entering PIN number. For payment facility necessary arrangement to be done with leading banks for integrating their gateways with counseling web portal.
5. To provide applicants the option to choose any ITI / trade combination from available 383 ITIs & 75 trades while applying for admission.

6. To make provision for at least 3-4 different stages in online application form like initial registration stage, fee payment stage, choice filling stage & final form approving and submission stage.
7. To provide the feature to capture the number of applications at any of the form filling stage as mentioned above in real time basis.
8. To generate state level central merit list of applicants based on 10th / 12th marks in each counseling round.
9. To allot trade & ITI (from the filled choices) to applicants as per merit position based on seat availability and as per state reservation policy and to issue online provisional seat allotment letter (printable) to each successful candidates during each counseling round.
10. Admission Module to be created for each ITIs enabling them to check that how many candidates have been allotted seat to that ITI in each counseling round (trade wise). From this list the ITIs can admit candidates to their institutes at the time of candidates reporting to institute for admission.
11. After confirming admission to ITI, each candidate to be provided online generated Admission card (printable) mentioning ITI / trade name along with a unique admission cum state registration number allotted to each admitted candidate. (this series to be provided by Deptt).
12. Updating the portal in real time for ITI wise vacant seat / admission position during each counseling round.
13. Once a seat (of trade unit) allotted an eligible candidate, that allotted seat to be taken out from the subsequent counseling rounds.
14. There must be option to cancel the allocated seat, this cancelled seat to be marked as vacant seat & to be allotted in next counseling round.
15. To provide data of all applicants /admitted candidates in reports/ formats as desired by Department from time to time.
16. There must be data safety & security from malicious cyber attacks and 1+1 redundancy to be always maintained of servers having all application data .
17. To ensure minimum downtime (5-10 mins) in case of failover on servers.
18. The printable reports should be generated i.e Real time students admission monitoring and tracking, list of applied candidates , list of invalid applications, list of rejected candidates, institute – student wise details, institute wise vacancy position, waiting list , category wise admission , cast wise admission details, district wise student admission details, institute wise student admission details as determined by Department.

19. To intimate the each participating candidates about his application status through SMS / e-mail alert in each counseling round.
20. To provide a dedicated nodal officer (of technical background) at Directorate office Sector - 17, Chandigarh throughout the admission process for liaison with Department.
21. Besides all above, any other task related to online admission counseling as per instructions issued by Department.

3. Eligibility Criteria:

The firms/ interested parties should satisfy the following eligibility criteria to qualify and requisites for submission of proposals. Proposals not meeting the eligibility criteria and not containing the supporting documents will be summarily rejected:

4. Work experience, Turnover, Financial Performance etc.

1. The bidder should be a Public / Private sector company registered under Companies Act. With prior experience in software development, system integration and IT Services.
2. The bidder must have prior experience of conducting online admission counseling for ITIs with minimum 1 lakh applications received for at least 50 numbers of trades within last 2 years.
3. Must attach a copy of final sign off /satisfaction certificate from the previous clients as a proof of above.
4. The Bidder must have an annual turnover of above Rs. 1 Crore (**Rs. One Crore**) from similar IT projects in previous two years.
5. Should possess valid registrations for all statutory requirements such as PAN, TIN, VAT, Service tax etc.
6. Should not have been charged of involvement in any malpractice, fraud, scandal or any criminal case or have been blacklisted by any Central or State Government Department, University or Agency.

Consortium of 2 or more companies is not allowed.

Office:

The Company should have their office in Chandigarh (UT), Panchkula or Mohali. In case the bidder does not have an existing office in the said area, the Bidder should give an undertaking to establish a direct office within two (2) months from the date of award of the contract, for the duration of the contract.

6 . EOI Process Schedule:

S. No.	Event	Date	Venue
1.	Last date for submitting the EOI	11.03.2016 at 2.00PM	Office of Director General, Industrial Training Department, 30 Bays Building, Sector-17, Chandigarh
2.	Opening of EOI	To be communicated through departmental website	
3.	All the shortlisted firms will be notified and called for a meeting for which the date shall be notified later.		

General:

- I. This is not a Request for proposal (RFP) and commercial bids SHOULD NOT be submitted with EOI.
- I. Director General, Industrial Training Department, Haryana reserves the right to examine / verify the supportive documents / reports furnished by the bidders.
- II. Director General, Industrial Training Department, Haryana would constitute an evaluation committee of officers that will evaluate the responses in detail in order to determine whether they are substantially responsive to the requirements set forth in the EOI. The decision taken by the committee in this regard is final and binding on all the bidders of EOI.
- III. Director General, Industrial Training Department, Haryana shall shortlist the firms / interested parties based on the requirements and reserves the right to call only short listed firms / interested parties for a technical presentation / demo of their proposed solution as per scheduled date and time. The decision taken by the Director General, Industrial Training Department, Haryana in this regard would be final and binding on all the bidders of EOI.

Proposal Submission:

The proposal (along with documentary proof for eligibility) of 'Expression Of Interest' (EOI) in sealed cover, should reach the office of the Director, Industrial Training Department, Haryana, 30-Bays Building, Sector-17, Chandigarh on or before 11.03.2016 up to 2.00 p.m. Offers opening date will be communicated through notice on departmental website. EOI will be evaluated by a Committee of officers constituted by this department. Qualified parties will be called for meeting to be notified later. The Department reserves the right to accept / reject or re-invite any offer(s) without assigning any reason. Detail scope of work available at www.itiharyana.gov.in.

Director General

Industrial Training Deptt. Haryana, Chandigarh.
0172-2701321, 2710191

Bidder's Details
(Bidder should fill in the complete details)

S.No	Bidder's Particulars	Bidder's Response
1	Company Name	
2	Date of incorporation	
3	Company Head Office Address	
4	Registered office address	
5	Contact person1 Name with Designation (mention phone no. & e-mail id)	
6.	Contact person2 Name with Designation (mention phone no. & e-mail id)	
7.	Contact person3 Name with Designation (mention phone no. & e-mail id)	
8.	Number of year experience in implementation in similar projects	
9.	Whether company has been blacklisted for service deficiency in last 3 years. If yes, details thereof.	
10.	Number of Human resources available with the firm	
11.	Turnover for Financial Year 2013-14	
12.	Turnover for Financial Year 2014-15	
13.	Turnover for Financial Years 2015-16	
14.	Any Quality Certifications obtained (ISO/CMMI etc)	
15.	Whether ready to undertake to provide the services Indicated in the scope of EOI.	

Note-- All the interested firms make sure that a soft copy of EOI should also be emailed on e-mail id adt5.dith@gmail.com