

Expression of Interest (EOI) for Providing Coaching to Students for IIT and NEET - 2023-24

Background:

Coaching plays a significant role in fostering personal growth and development of a student. A better coach can help students develop essential life skills such as time management, organization, and self-discipline. They can assist students in identifying their passions, interests, and values, helping them make informed decisions about their future. Additionally, coaches can provide emotional support and help students build resilience and confidence in facing challenges.

In addition to these benefits, coaching for students also promotes self-awareness and self-reflection. It encourages students to reflect on their strengths, weaknesses, values, and goals. Through this process of self-discovery, students gain a deeper understanding of themselves and their aspirations. This self-awareness helps them make more informed choices about their education, career paths, and personal lives. Medical and Engineering is one of the prioritized sector to serve masses in more universal way and calls for ultimate professionalism to serve in proper fashion.

It has been observed that most of the students hailing from rural and downtrodden sections of society, despite having competencies get deprived of qualifying the National Level Exams especially IIT, NEET etc mainly due to inaccessibility to quality coaching and financial constraints. To nurture such downtrodden students and ensure their capabilities get enhanced to the level that of urban students, Ministry of Education, GoI has approved the coaching of 200 students (enrolled with Government schools for current session 2023-24) for IIT and NEET exams with following breakup:

| S. No | Division | Boys | Girls | Total |
|-------------------|-----------------|-------------|--------------|--------------|
| 1 | Jammu | 50 | 50 | 100 |
| 2 | Kashmir | 50 | 50 | 100 |
| Total JKUT | | 100 | 100 | 200 |

The programme shall run under the norms and standards relating inter alia to Pupil-Tutor Ratios (PTRs), buildings and infrastructure, tutoring hours, tutor- face-to-face working hours, round-o-clock availability of tutors for doubt clearance, discussion session, carrier-counseling sessions, motivational lectures, regular internal as well as external evaluation.

The facilities viz support material, Modules necessary for quality tutoring shall also be part of the programme. Besides this the recommendations of NEP- 2020, focusing on the provision of equitable quality education with focus of girl education shall also be taken into account.

The Programme (IIT and NEET Coaching) shall be governed by following Objectives:

1. To enhance the objectivity of contents in students to compete IIT & NEET with good rank.
2. To have access to well organized qualitative and innovative coaching for under-privileged students.
3. To promote Gender Equity and Equality.
4. To tape and nurture the talented Girl Students of under-privileged sections to get crack these National professional competitive examinations.

The EoI shall be accompanied with following details of the Coaching Center:

1. Registration certificate with Directorates of School Education (Jammu/ Kashmir).
2. Experience Certificate (At least 03 years).
3. List of faculty with their details like Qualification, Teaching Experience, and additional expertise;
4. Infrastructural details available including classrooms, lavatory, cooling/Heating arrangements etc.
5. Audited financial statement/ certificate and evidence of experience.
6. Last three years number of students enrolled and the list of students (name-wise) who qualified IIT and NEET examination (year-wise).
7. Any other certificate to recognize the achievements.

Engagement of Registered Firms/ Coaching Institutions for providing Coaching for IIT and NEET under Samagra Shiksha, J&K.

1. Expression:

In pursuance of the existing guidelines of Samagra Shiksha J&K, the services of an eminent “Bidder” (Registered Firms/ Registered Coaching Institutions) shall be out-sourced as per the provisions contain in General Financial Rules (GFR-2017) read with relevant instructions issued from time to time by the government, by inviting Expression of Interest (EOI) from reputed & qualified “Bidders” for short-listing as a pre-requisite for RFP for providing services viz Coaching of Students for IIT and NEET Examination **2024-25**.

2. Purpose of EoI:

The purpose of this EoI is to provide interested “bidders” with the necessary in-built capacity to enable them to prepare and submit their responses for the services to be rendered to the “Employer” in conformity with the TOR as a pre-requisite for RFP.

3. Terms of Reference (TOR):

The Agency/ Agencies shall:

- i. Be registered with the Directorates of School Education Jammu/ Kashmir.
- ii. Have sufficient class-room facilities in proper condition within the municipal limits of Jammu and Srinagar city.
- iii. Have professional tutors with a minimum of 03 years teaching experience in field of professional coaching.
- iv. All tutors to be well-versed with the subject matter.
- v. Have to make available all relevant support available to enrolled students.
- vi. Provide coaching exclusively for the allotted students.
- vii. Have to be part of any related activity which may include assessment.
- viii. Put-up under-taking duly signed by First class Magistrate for ensuring the safety and security of the allotted students for entire period as warranted under the agreement.
- ix. Conduct internal fortnight tests, the results of which to be shared with the Directorate of Samagra Shiksha, J&K on regular basis to evaluate the performance of the agency.
- x. Collaborate with Samagra Shiksha in conduct of monthly external assessment to gauge the progress of allotted students viz-a-viz the performance of the agency.

4. Pre-qualification Criteria:

“Bidders” interested in taking up the assignment shall fulfill following criteria:

- a. It must be a Registered Agency/ Organization having Three (03) years' experience in imparting coaching to students for IIT (Mains and Advance) and NEET examination at UT level, the copy of which to be uploaded.
- b. The number of students enrolled for coaching for IIT and NEET examinations by the agency must not be less than 200 students annually.
- c. The number of selections to IIT/ NIT/ NEET should be atleast 05% annually.
- d. The institutions must have center within municipal limits of both Jammu and Srinagar City.
- e. The Coaching institute must have sufficient Tutors with requisite qualifications and experience, the copy of which to be uploaded for the purpose of evaluation.
- f. Should have sufficient qualified personnel, and resources to accomplish all the elements of the Scope of Work.
- g. At least 10% of the potential core staff, including team leader should be permanent employee.
- h. Preference will be given to the Coaching institute which is already empaneled with any Government Department of J&K UT for similar program.

5. Completion and Report Submission:

- i. The Agency shall complete the Programme within three months' (90 working days) from the day of commencement, to be decided by Samagra Shiksha, J&K.
- ii. The Agency will submit the draft report to Samagra Shiksha, J&K within five days after the completion and other details as desired by the employer.

6. Number of Agencies to be Engaged:

- a. To ensure parity and uniformity of Coaching throughout J&K, there shall be only Single Agency for providing coaching of IIT and NEET to the Students in Jammu and Srinagar cities.

7. Price Bid and Maximum Ceiling:

- a. Interested participants shall have to quote all-Inclusive Rate per Student for minimum 90 Days (Crash Course) in Financial BoQ.*
- b. Rate to be Quoted for "Per Student" for minimum 90 Days (Crash Course), including all Taxes/ GST/ Other Charges, shall not exceed Rs.49,000/- (Rupees Forty-Nine Thousand only).*

8. Mode of Payment:

The mode of payment will be as under:

- i. First installment of 30% of the total cost as an advance within 07 days after issuance of order for the Programme by Samagra Shiksha, J&K.
- ii. Second installment of 30% of the total cost after two months.
- iii. Third and final installment of 40% of the total cost on successful completion of the Programme.
- iv. All these payments shall be made by the Directorate of Samagra Shiksha Jammu and Kashmir.

9. Penalty:

Penalty Clause @ 10% of the released amount will be imposed on the Agency in the event of any delay or any other violation against the terms and conditions laid down in the agreement. There should normally, be very strong and genuine grounds for waiver of penalty on account of delay or any other violation. The Project Director, Samagra Shiksha, J&K will be the authority for waiving of the penalty.

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Instructions to Bidders

1. Definitions:

- a. "Employer" means "Project Director Samagra Shiksha J&K".
- b. "Bidder" means any entity or person or associations of persons who have submitted their application in the prescribed Form-I in response to EOI document intending to provide the services to the "Employer" as specified therein.
- c. "Day" means calendar day.
- d. "Government" means the Government of Jammu and Kashmir.

2. Submission of Application in Response to EOI:

Selected "Bidder", who the "Employer" believes, has the capability to deliver services shall be requested in the "Request for Proposal (RFP)". The information provided by the "Bidder(s)" will be used by the "Employer" to select potential "Bidder".

- a. The applications submitted by the respective "Bidder(s)" in response to this EOI shall be valid until the award of the contract by the "Employer" and the "Bidders" shall be bound by their bids until such period.
- b. The application(s) and material(s) submitted by the Bidder(s) in response to this EOI will become the property of the "Employer".
- c. The "Employer" shall neither be responsible nor pay any expenses or losses which may be incurred by the "Bidder(s)" in the preparation and submission of their application.
- d. The application submitted by "Bidders" shall be treated as private and confidential documents, whether or not the "Employer" accepts.

3. Tender Processing Fees and EMD:

Intended Participants shall have to

- a. Deposit ***Tender Fee (including Cost of Tender and Processing Fee) of Rs.2,000/- (Rupees Two Thousand only)***. This '***Non-Refundable***' Tender Processing Fees shall have to be deposited Online/ through RTGS in Official Bank A/c of Chief Accounts Officer, Samagra Shiksha No.: **011001020000997** with the J&K Bank Ltd. Moving Secretariat, Jammu (IFS Code: JAKA0MOVING).
- b. Submit ***Earnest Money Deposit (EMD), Refundable, of Rs.4,00,000/- (Rupees Four Lakhs only)***.
 - i. EMD shall have to in the form of CDR/ FDR from a Scheduled Bank, duly pledged in favour of CAO, Samagra Shiksha, J&K. EMD in any other form will not be accepted.
 - ii. EMD shall remain valid for a period of one (1) year, to be reckoned from the last date for submission of online bids.
 - iii. Bids submitted without sufficient EMD shall summarily be rejected.
 - iv. EMD shall be forfeited as damages without prejudice to any other right or

remedy that may be available to Tender Inviting Authority as per this notice inviting EoI the NIT and/or the agreement, or otherwise, under the following conditions:

1. If the participant(s) withdraws or modifies the bid, or impairs or derogates from the bid in any respect, during the period of bid validity, as specified in this notice inviting EoI and as extended by mutual consent of respective participant(s), or after opening of bids.
2. If any participant(s) engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as specified in this notice inviting EoI.
3. If it is established that the information/ documents furnished by the participant(s) is incorrect, false, misleading or forged.
4. In addition to above-mentioned conditions, in case of successful participant(s), if the successful participant(s) -
 - a. fails to sign and return the copy of Letter of Intent (LoI), as acceptance towards the rate contract.
 - b. fails to execute the agreement within the specified time or extended time by Competent Authority on the request of the bidder.
 - c. fails to deposit the Performance Security Deposit within the prescribed time.
 - d. fails to provide the services as per the rate contract/ agreement within the time prescribed; or
 - e. violates any terms & conditions of the tender document/ agreement.
- v. EMD of unsuccessful participant(s) shall be refunded soon after finalization of the tender whereas it shall be retained in case of successful participant(s) and treated as security deposit which is to be refunded to the successful participant(s) after completion of the contract period.

4. Bid/ Response Validity Period:

- a. Responses to EoI submitted by intended participants shall remain valid for a period of **One Hundred and Eighty (180) Days** from the last date for submission of online responses.
- b. In exceptional circumstances and prior to expiry of original proposal validity period, Tender Inviting Authority, may request the participants to extend the period of validity for a specified additional period, **not exceeding 90 (Ninety) days** from the expiry of original validity date. All communications in this regard, including request of Tender Inviting Authority and the participant's response shall be in writing.
- c. Bid Validity Period of successful participant shall be automatically extended till the date on which the agreement is signed.

5. Queries of Participants and Clarifications therefor:

Intended participant, having any queries/ requiring any clarifications, may contact the Directorate of Samagra Shiksha J&K, through e-mail at samagrashiksha@gmail.com, till **30th November 2023 upto 04.00 PM**, after which no queries/ reservations of any sort whatsoever will be entertained by the Directorate of Samagra Shiksha J&K.

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Critical Dates regarding Online EoI invited for providing coaching for IIT and NEET, as approved by Ministry of Education Govt. of India for the year 2023-24, to 200 candidates (100 each at Jammu and Srinagar)

| S. No. | Particulars | Date/ Time |
|--------|---|---|
| 1 | Date of Publishing RFP | 20/11/2023 at 1100 Hrs |
| 2 | Start Date of Downloading RFP from Website | 20/11/2023 from 1100 Hrs |
| 3 | Websites for Downloading RFP | https://jktenders.gov.in , www.samagrashikshajk.nic.in |
| 4 | Last Date of Downloading RFP from Website | 05/12/2023 upto 1400 Hrs |
| 5 | Website for Submission of Bids (Technical as well as Financial) | https://jktenders.gov.in |
| 6 | Start Date for Submission of Online Bids | 21/11/2023 from 1000 Hrs |
| 7 | Last Date for Submission of Online Bids | 05/12/2023 upto 1600 Hrs |
| 8 | Date of Opening of Technical Bids | 05/12/2023 at 1700 Hrs |
| 9 | Date of Opening of Financial Bids | To be Notified Separately |
| 10 | Place of Opening of Bids | Directorate of Samagra Shiksha, Jammu, Opposite Gurudwara NH By-Pass Road, Channi Rama, Jammu - 180015 |
| 11 | Tender Fee (including Cost of Tender and Processing Fee) (To be deposited through Online/ RTGS into official A/c of Samagra Shiksha No.: 0110010200000997 with the J&K Bank Ltd. Moving Secretariat, Jammu (IFS Code: JAKA0MOVING) | Rs.2,000/- (Rupees Two Thousand only) |
| 12 | Earnest Money Deposit (To be submitted in the form of CDR/ FDR from a Scheduled Bank duly pledged in favour of CAO, Samagra Shiksha, J&K). | Rs.4,00,000/- (Rupees Four Lakh only) |

**Sd/-
Project Director,
(Tender Inviting Authority)
Samagra Shiksha, J&K**

General Terms and Conditions:

- a. Coaching includes imparting training to the students/ individuals enrolled for competitive examinations. This shall also include learning material to be provided to the individual enrolled along with the regular question papers, answer keys, compendiums, test series etc. which supplement the learning process.
- b. The venue for the Coaching classes must have necessary infrastructure such as well-equipped classrooms, library, separate washroom for males and females, requisite equipment, power back- up etc. to run the coaching classes.
- c. The selected coaching institute shall be willing to mobilize its own resources for smooth conduct of the programme.
- d. Medium of instructions shall be as per the preference of the students.
- e. The coaching institute shall make sure that the training curriculum adopted is in line with the latest examination pattern for the particular year.
- f. The classes shall be conducted on regular offline mode with duration as normally applicable for classes with in general with due consideration of prescribed curriculum.
- g. Coaching institute shall provide guidance/counseling to the students while filling the examination forms.
- h. Coaching institute shall establish proper measures for student performance monitoring and interpreting likelihood of their selection in the examinations by means of regular tests/mock tests. Result/reports in this regard shall have to be shared with the Directorate of Samagra Shiksha, J&K on regular basis.
- i. Coaching institute shall conduct feedback sessions for the students/ individuals enrolled and obtain formal feedback. Report of the feedback shall be shared with the Directorate of Samagra Shiksha, J&K. Coaching institute shall provide teaching-learning material and necessary literature, stationery required for conducting regular classes, exams and mock tests.
- j. Coaching institute shall provide teaching material in English language only. The Coaching institute shall maintain the records of the number of lectures conducted, duration of lectures etc.
- k. The Selected Coaching institute shall submit monthly attendance, progress report of the coaching class to the Directorate of Samagra Shiksha, J&K on regular basis.
- l. The selected Coaching institute shall provide information of all competitive exams scheduled in the year, well in advance and make available brief details of the same to all the students.
- m. **The selected Coaching institute shall give wider publicity to the coaching programme.**
- n. The selected Coaching institute shall prepare definite schedule (timetable) of coaching with a timeline for the completion, assessment, evaluation and

monitoring the performance of each candidate, undergoing the coaching, such detailed timeline shall be submitted to the Directorate of Samagra Shiksha, J&K.

- o. During the technical evaluation, the result pertaining to the applicant institute shall only be considered.

Sd/-
Project Director,
(Tender Inviting Authority)
Samagra Shiksha, J&K

Eligibility Criteria:

The following shall be eligibility criteria for institutes interested in undertaking the project. The institution shall fulfill the following pre-conditions and must also submit documentary evidence in support.

| S. No. | Parameter | Eligibility Criteria | Supporting Documents required |
|--------|----------------------|---|---|
| 1. | Legal Entity | Coaching Institutes for competitive examinations duly registered under relevant status. | Certificate of Incorporation/ Registration. |
| 2. | Statutory Compliance | <ul style="list-style-type: none"> i. Should have GST registration ii. Should Have a valid PAN. iii. Copy of latest GSTR- 3B return. | <ul style="list-style-type: none"> i. GST registration certificate ii. PAN card copy iii. Copy of latest GSTR- 3B return |
| 3. | Experience | The Bidder shall have minimum 3 years of experience in providing coaching for competitive exams for which the institute is applying. | <ul style="list-style-type: none"> i. Certificate of Incorporation ii. CA certified audited report for last Three years iii. latest ITRs along with two consecutive preceding years iv. Documentary evidence for training of students for last 3 years. |
| 4. | Candidates coached | Minimum number of candidates trained for the 3 years for a particular course should not be less than 200 annually. | Documentary Evidence to be enclosed. |
| 5. | Merit List | At least 05% students trained by coaching institute shall have figured in merit list of competitive exams for the related coaching for the past 3 years. | Documentary Evidence to be enclosed. |
| 6. | Faculty | The coaching Institute shall have at least 06 required number of qualified faculty members on its payroll. | Self-certified list of teaching staff with their subject areas and experience. |

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Evaluation Criteria:

The applications received will be evaluated for short listing of “Bidders” based on their past experience of handling similar types of assignments, manpower and financial conditions. The following criteria (Table.1) will be adopted while short-listing of the “Bidder(s)”:

| S. No. | Parameters | Max. Marks | Minimum and Maximum Marks |
|---------|---|------------|--|
| 1 | Infrastructure | 30 | Shall include all material resource as mentioned under different paras of EOI |
| 1.1 | Coaching Experience | 15 | 03 Marks for each year with Maximum of 05 years. |
| 1.2 | Past performance in terms of the % age of students who qualified IIT or NEET examination out of the registered students during past 3 years | 15 | 03 mark for each percent of successful candidates with Maximum of 15 Marks. Note: The percentage shall be calculated considering all the enrolled students of last 3 years with the centre. |
| 1.3 (a) | Commercially approved Building | 5 | To be assessed through a designated committee of Samagra Shiksha, J&K. |
| 1.3 (b) | Lecture Halls / Lavatory facilities/ Drinking water/ Heating-Cooling arrangement | 5 | To be assessed through a designated committee of Samagra Shiksha, J&K. |
| 1.3 (c) | Parking Facility | 2 | To be assessed through a designated committee of Samagra Shiksha, J&K. |
| 2 | Experience of Tutors | 12 | Teaching experience of tutors with 02 mark for each tutor (01 each year). Maximum of 06 tutors engaged with the center to be considered. |
| 2.1 | Qualifications | 10 | B. Tech= 05 marks M.Sc / M.Tech. / or any professional Master's Degree = 05 marks |

| S. No. | Parameters | Max. Marks | Minimum and Maximum Marks |
|---------------|-----------------------------|-------------------|--|
| 3 | Empanelment With UT of J&K. | 6 | 02 Marks for one year empanelment. 04 marks for two years empanelment. 06 marks for three years empanelment. |
| Total | | 100 | |

The “Employer” shall short list those “Bidder(s)” only who secure a minimum of 80% marks based on above allocation to be eligible for taking further part in the Bidding Process.

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**Joint Director
Information Department
Jammu/ Kashmir**

Sub: Publication of Notice Inviting e-Bids - reg.

Madam/ Sir,

Kindly find enclosed herewith abridged notice inviting online bid(s) for providing coaching for IIT and NEET, as approved by Ministry of Education Govt. of India under Samagra Shiksha J&K for the year 2023-24, to 200 candidates (100 each at Jammu and Srinagar)", to be published in at least two Local Newspapers, in English and Hindi/ Urdu each, having wider circulation, preferably in Jammu & Srinagar Cities.

Abridged NIT should be published on or before 20/11/2023.


Bill duly verified may kindly be sent to this office for payment.

Encl.: As stated above

Sd/-
**Project Director,
Samagra Shiksha, J&K**

Copy for information to the:

1. Principal Secretary to Govt., School Education Department.
2. Project Director/ Tender Inviting Authority, Samagra Shiksha, J&K
3. Office file


Chief Accounts Officer,
Samagra Shiksha J&K.

No.: Edu/PD/Sms/Act/9281-85/2023-24

Dated: 17-11-2023



Abridged Notice for Coaching of IIT and NEET

Online bids are invited by the Directorate of Samagra Shiksha, Jammu & Kashmir (UT) for providing coaching for IIT and NEET, as approved by Ministry of Education Govt. of India for the year 2023-24, to 200 candidates (100 each at Jammu and Srinagar), as per followings:

| S. No. | Particulars | Date/ Time |
|--------|---|---|
| 1 | Date of Publishing RFP | 20/11/2023 at 1100 Hrs |
| 2 | Start Date of Downloading RFP from Website | 20/11/2023 from 1100 Hrs |
| 3 | Websites for Downloading RFP | https://jktenders.gov.in , www.samagrashikshajk.nic.in |
| 4 | Last Date of Downloading RFP from Website | 05/12/2023 upto 1400 Hrs |
| 5 | Website for Submission of Bids (Technical as well as Financial) | https://jktenders.gov.in |
| 6 | Start Date for Submission of Online Bids | 21/11/2023 from 1000 Hrs |
| 7 | Last Date for Submission of Online Bids | 05/12/2023 upto 1600 Hrs |
| 8 | Date of Opening of Technical Bids | 05/12/2023 at 1700 Hrs |
| 9 | Date of Opening of Financial Bids | To be Notified Separately |
| 10 | Place of Opening of Bids | Directorate of Samagra Shiksha, Jammu, Opposite Gurudwara NH By-Pass Road, Channi Rama, Jammu - 180015 |
| 11 | Tender Fee (including Cost of Tender and Processing Fee) (To be deposited through Online/ RTGS into official A/c of Samagra Shiksha No.: 0110010200000997 with the J&K Bank Ltd. Moving Secretariat, Jammu (IFS Code: JAKA0MOVING) | Rs.2,000/- (Rupees Two Thousand only) |
| 12 | Earnest Money Deposit (To be submitted in the form of CDR/ FDR from a Scheduled Bank duly pledged in favour of CAO, Samagra Shiksha, J&K). | Rs.4,00,000/- (Rupees Four Lakh only) |

Sd/-
Project Director,
Samagra Shiksha, J&K

No.: Edu/PD/SmS/Act/9286/2023-24

Dated: 17-11-2023