

EXPRESSION OF INTEREST

The undersigned on behalf of Tripura State Council for Science & Technology, Pt. Nehru Complex, 1st Floor Vigyan Bhawan, Gorkhabasti, Agartala invites Expression of Interest (EOI) from private sector parties/agencies/firms/NGO for **OUTSOURCING of Non-Leather Footwear Training cum Production Centre** at Udaipur for its **OPERATION AND MAINTENANCE**.

1. Brief of the Project :

A Non-Leather Footwear Training cum Production Centre was setup at Udaipur by North Eastern Institute of Science & Technology, Jorhat in collaboration with Central Leather Research Institute, Chennai, Tripura State Council for Science & Technology and Udaipur Nagar Panchayat in order develop the skills to meet the present and future human resource requirements in footwear production sectors and to encourage entrepreneurs to setup leather based industries and also to meet up the demand of non-leather footwear in the local area, primarily for the children footwear. The physical facilities set up at the centre are suitable for providing high-end training and production of leather and non-leather based footwear and other allied products.

2. Facilities at the Non-Leather Footwear Training cum Production Centre

The Non-Leather Footwear Training cum Production Centre consists of the following equipments:

1. Hydraulic clicking Machine
2. Skiving machine.
3. Post Bed Single Needle Sewing machine.
4. Post Bed Double Needle Sewing machine.
5. Single needle Flatbed Zig-Zag sewing machine.
6. Cylinder bed Binding Machine
7. Counter moulding machine.
8. Forepart lasting machine.
9. Heel seat lasting machine.
10. Direct Injection Moulding machine & also suitable moulds (4 pairs).

Additional Equipments:

1. Roughing machine
2. PVC last (as per design)
3. Heel part steaming machine.
4. Cutting dyes (as per design)
5. Lasting table (as per design)
6. Toe upper steaming machine.
7. Thermoplastic toe puff coupling machine.
8. Current re-activator
9. Grinding machine.
10. Complete tool kit set (3 nos.)

3. Scope of the work:

3.1. OPERATION:

In order to ensure training of high caliber and meeting the requirements of the industry, the Tripura State Council for Science & Technology desires to involve a private sector agency on outsource basis for its operation and maintenance. The Agency will be involved in the operation of the institute in terms of training as well as in production in Public Private Partnership (PPP) mode. The Agency would identify the youth (both tribal and non-tribal) to be trained, provide training and ensure employment of the trained youth. It would be the responsibility of the agency to appoint and pay the faculty. The agency will be free to introduce different courses/training modules duly approved by any of the Central/State Government organization like DGE&T, Skill India etc.

The Tripura State Council for Science & Technology through this EOI invites private sector agencies for a contract period of 36 months. The terms of reference for the proposed outsourcing contract would be as follows:

1. There will be a single Agency for the centre who will have the responsibility to provide training as well as the production of various leather or non leather consumable items.
2. The objective of the proposed Centre is to impart technical skill in shoe making to boys and girls in this region and also to make it a production facility. The entry level qualification for the course is preferably Madhyamik pass.

3. The training program will be of 6 (six) months duration during which the trainees will be trained in:
 - Hand and machine cutting of the components of the shoe.
 - Pre assembly operations, which are mainly manual works.
 - Sewing and other machining operation.
4. After the completion of the 6 months theory and practical classes the trainees will have to undergone a final assessment examination (theory & practical). The successful trainees to be given a certificate for the completion of the course.
5. The Agency may utilize the infrastructure for production of leather and non-leather based footwear and other allied products.
6. Interested parties may visit the centre at Udaipur before submission of the EOI to take stock of the present situation of the centres
7. The Agency may make an assessment about the present condition of buildings, machineries & equipments. It will be the responsibility of AGENCY to make centre in running conditions
8. It would be the responsibility of the Agency to identify and motivate the tribal and non-tribal youth to take up training in the institute. The youth to be trained would be preferably 10th pass. The age group of the trainees would be 15 yrs. to 40 yrs.
9. The Agency has to ensure to make admission of sufficient number of students per batch. Necessary expenditure for advertisement etc. for making admissions has to be borne by Agency.
10. The TSCST will hand over the centre with existing facilities to the Agency. All the expenditures to be incurred for operation and maintenance of the centre will have to be borne by the AGENCY.
11. The Agency will take permission of TSCST before installing or removing of any equipment or any other facility.

12. The contract period for the Agency would be 36 months which would start from the date of handing over of the facilities to the Agency.
13. In order to ensure quality of training, the Agency will have to ensure atleast 50% placement of trainees for a period of minimum one year for all those trainees who have taken training.
14. The training delivery includes ensuring employment to the trainee as per the stipulations indicated above. The training delivery also includes self-employment of the trainee, if the trainee so desires. The Agency will provide the following support to the trainee for taking up self-employment:
 - Workshop facility will be provided free of cost to the budding entrepreneur trained by Agency.
 - Provide support in preparation of loan application/ project report for bank loan; loan follow-up; application and follow-up for government formalities like subsidy benefits, etc.
 - The Agency will provide support to the trainee desiring self-employment in establishing forward (market, etc) and backward (raw material supply, finance, etc.) linkages for their proposed enterprise for a period of three years from the date of commercial production.
15. The Agency shall purchase all the consumables required for providing the training.
16. The Agency shall arrange, coordinate and pay to the outside visiting faculty from NIFT/ NID or any other expert for providing training inputs.
17. The day to day repair and maintenance of the equipment, building and other facilities created in the campuses will be the responsibility of the AGENCY.
18. Evaluation of Performance of Agency will be made on yearly basis. The TSCST reserves the right to terminate the AGENCY at any point of time without showing any reason.

4.2 MAINTENANCE:

The Agency has the responsibility of regular maintenance of all the equipments available at the centre. The agency will have the responsibility to keep all equipments of **Non-Leather Footwear Training cum Production Centre** in running conditions at its own cost.

MINIMUM ELIGIBILITY CRITERIA:

1. The Bidders should have experience of production of leather or non-leather footwear items as well as other allied products. Preference will be given who are willing to fulfilling the criteria mentioned above would be short-listed for presentation.
2. The agency should be registered at-least for 1 year. Incorporation / registration certificate should be furnished.
3. The Agency must be recognized by Income Tax/Goods and Service Tax Act.
4. The agency should not have been blacklisted by any State government, central government or any other public sector undertaking or a corporation as on the date of EOI. The agencies that are in litigation with department/any other public sector undertaking or a corporation of State Government or Central Government will not be eligible for this tendering process. An undertaking to this effect should be submitted.

GENERAL TERMS & CONDITIONS:-

1. The agency should provide valid documents as per minimum eligibility criteria along with the Expression of Interest.
2. The agency should quote following rates both in figures and words.
 - a. Yearly Rental of the centre (Minimum yearly rental to be quoted is Rs.60,000/-. Quotation with yearly rental less than Rs.60,000/- will not be accepted.
 - b. The agency should provide a minimum bank guarantee of Rs. 3.00 lakh as security deposit. Quotation with bank guarantees less than Rs. 3.00 lakh will not be accepted.
3. The yearly rent for the centre is to be deposited in the account of the Council in advance before the starting of a year. Failure of the same may lead to termination of the contract.
4. The work should be executed by the agency as per prescribed scope of work and in addition as per suggestion & requirement by the authority of the Council.

5. The party shall deploy qualified manpower for execution of works mentioned in scope of work.
6. The agency shall ensure the deployment of suitable manpower who have experiences in similar Projects, preferably.
7. The manpower supplied by the Agency should not have any adverse Police records/criminal cases against them. In order to verify the character/credentials of the deployed manpower it shall be the sole liability of the Service Provider.
8. The manpower engaged by the service provider shall be the employee of the agency and it shall be the duty of the service provider to pay their salary every month. There is no Master and Servant or Employer and Employees relationship between the employees of the service provider and this Project and further the said persons of the service provider shall not claim any employment, engagement or absorption in the Department/ Project/ Government, in future.
9. The manpower shall not claim any benefit/ compensation/ absorption/ regularization of service from/in this Department/ Project under the provision of Industrial Disputes Act, 1947 or Contract Labour (Regulation & Abolition) Act, 1970.
10. The manpower shall not divulge or disclose to any person any details of office operation process, technical know-how, security arrangements, administrative / organizational matters as all are confidential / secret in nature.
11. The manpower should be polite, cordial, positive and efficient while handling the assigned work and their actions shall promote goodwill and enhance the image of this Department/ Project. The agency shall be responsible for any act of indiscipline on the part of persons deployed by him.
12. The Department may require the agency to dismiss or remove from the site of work any person or persons employed by the agency who may be incompetent or for his/her/their misconduct and the agency shall forthwith comply with such requirements. The agency shall replace immediately (within 15 days) any of its personnel if they are unacceptable to this Council because of security risk, incompetence, conflict of interest and breach of confidentiality or improper conduct upon receiving written notice from this Department/ Project
13. The agency has to provide photo identity cards to the persons employed by him/her for carrying out the work. These cards are to be constantly displayed & their loss reported immediately.

14. The agency shall ensure proper conduct of his persons in office premises and enforce prohibition of consumption of alcoholic drinks, paan, smoking, loitering without work.
15. The transportation, food, medical and other statutory requirements in respect of each personnel of the agency shall be responsibility of the service provider and the Council shall not be liable or responsible on any of these accounts towards any personnel of the service provider.
16. That the agency will be wholly and exclusively responsible for payment of wages to the persons engaged by it in compliance of all the statutory obligations under all related legislations as applicable to it from time to time including Minimum Wages Act, Employees Provident Fund, ESI Act, etc. and this Department shall not incur any liability for any expenditure whatsoever on the persons employed by the Agency on account of any obligation. The agency will be required to provide particulars of PF, Group Insurance of its employees engaged in this Department.
17. The agency shall be contactable at all times and message sent by phone/e-mail/Fax/Special Messenger from this Council to the agency shall be acknowledged immediately on receipt on the same day. The agency shall strictly observe the instructions issued by this Department in fulfilment of the contract from time to time.
18. This Council shall not be liable for any loss, damage, theft, burglary or robbery of any personal belongings, equipment or vehicles of the personnel of the service provider.
19. That the Agency on its part and through its own resources shall ensure that the goods, materials and equipment etc. supplied to the personnel for discharge of duties assigned to them are not damaged in the process of carrying out the services undertaken by it and shall be responsible for act of commission and omission on the part of its staff and its employees, etc. If this Council suffers any loss or damage on account of negligence, default or theft on the part of the employees/ agents of the agency, then the agency shall be liable to reimburse to this Council for the same. The agency shall keep this Council/Concerned Office fully indemnified against any such loss or damage.
20. The successful bidder will enter into an agreement with this Council/Concerned Office for operation and maintenance of the centre on these terms and conditions. The agreement will be valid for a period of 36 months commencing from date of signing such agreement and shall continue to be in force in the same manner unless terminated in writing. The service charges/rates quoted by the agency shall be fixed for a period of 36 months and no request for any change/modification shall be entertained before expiry of the period of 36 months.

21. The service provider shall not assign, transfer, pledge or sub- contract the performance of service without the prior consent of this Council/Concerned Office.
22. However, the agreement can be terminated by either party by giving one month's notice in advance.
23. Any Dispute arising out of the above contract shall be subject to the jurisdiction of Hon'ble High Court of Tripura at Agartala and their sub-ordinate courts at Agartala only.
24. The agency will utilize all the resources of Non-Leather Footwear cum Production centre for its activity and any other consumables, tools and equipments required for inside and outside activities as per the work mentioned in Scope of work should be provided by the contractor/agency at no extra cost to the Council. The Agency at his own expense shall arrange all consumables required for operation and maintenance.
- 25. The Expression of Interest shall have to be submitted addressing to the Senior Scientific Officer (Tech Promotion), office of Council positively by 4 PM on September 5, 2019 and Expression of Interest will be opened in the same day at 4:30PM in presence of the bidder/agency or his authorized person if possible. The undersigned will not be responsible for any postal delay.**
26. ITC and GST Resignation certificate should be produced along with the Expression of Interest
27. The undersigned reserves the right either to accept or reject the Expression of Interest without assigning any reason thereof.
28. All charges for the municipal fees and other statutory taxes that may be payable are to be paid by the Agency.
29. In case of any loss that might be caused to the Centre due to lapse on the part of the agency discharging their responsibility, the such loss shall be compensated by the Agency and in this connection, the Council shall have the right to deduct appropriate amount from the security deposit to make good of such loss to the Centre besides imposition of penalty. In case of any deficiencies/lapses on the part of the Agency, the Council shall be within its right to terminate the contract forthwith or take any other action without assigning any reason whatsoever.
30. Proper care must be taken on safety aspects of the job for the students as well as manpower deployed at the centre. Safety belt, helmet etc. to be used wherever applicable. The Agency will be solely responsible for any mishap due to lapse in safety measures, in case of a death or mishap occurred during discharging the duty, the compensation liability will solely rest with the Agency.

31. If any of the personnel of the Agency indulges in theft or any illegal/irregular activities, misconduct, the Agency will take appropriate action as per law and rules against its personnel in consultation with this office
32. No additional fund shall be considered for the work.
33. If any Agency/contractor fails to execute the work or commits breach of the aforesaid condition then the Agency will indemnify against all losses, damage, cost, expenses or otherwise which may be incurred by the agency by reason of any default on the part of the Agency in performance and observance of above conditions.
34. Evaluation of EOI will be carried out based on the highest quoted yearly rental & bank guarantee and also fulfilment minimum eligibility criteria as prescribed above.

Sd/-

(Bhabatosh Datta)
Senior Scientific Officer
(Head Of Office & DDO)