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SVSU

SHRI VISHWAKARMA SKILL UNIVERSITY
(Enacted Under Government of Haryana, Act No. 25 of 2016)

REQUEST FOR QUOTATION

Ref. No.: SVSU/AB/2021/638

Date: 26/10/2021

Subject: Request for Quotation for developing E-Contents

Shri Vishwakarma Skill University Haryana is a State University established under Act 25 of 2016. Quotations are invited from the interested company/firm/agency for developing E-Contents for the programme run by the university.

Scope of Work:

1. The agency shall develop application-based e-contents by adding content/video/animation/projects for imparting skills and mapped with the skills in the domain area/illustration/examples for theory papers of B.Voc. (Mechanical Manufacturing) 1st semester.
2. The content must be bilingual-Hindi/English.
3. The e-content shall be provided in soft as well as hard copy.

Terms & Conditions:

1. The interested company/firm/agency may send their proposal along with documents to the office of the Assistant Registrar, Academic Branch, Shri Vishwakarma Skill University, Plot no. 147, Sector-44, Gurugram (Haryana) by post/courier/by hand or via mail to academicbranch.svsu@gmail.com latest by 2.00 PM on or before 08.11.2021.

Note:

- In Case of bid submitted via mail, the financial bid in a password protected file and if financial bid submitted without password protection, the bid is liable to be rejected. The password of the financial bid file must be shared with the Committee members at the time of evaluation of financial bid, only when asked for. The subject of the mail shall be "QUOTATION IN RESPONSE TO DEVELOPMENT OF E-CONTENTS".
- In Case of bid submitted via post/courier/by hand, the envelope shall be sealed and shall have the superscription "QUOTATION IN RESPONSE TO DEVELOPMENT OF E-CONTENTS".

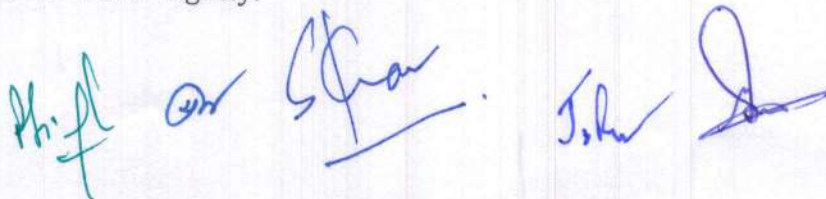
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2. The bid shall be opened on ~~09.11~~ 2021 at 11.00 AM. The quotees or their authorized representatives are allowed to attend the meeting of the Quotation Opening Committee at their own costs.
3. The quotations must be accompanied with PAN and GST Number.
4. The GST and other taxes should be mentioned clearly in the quotations.
5. The price must include all type of charges.
6. The agency shall develop sample e-content for the one subject of **B.Voc. (Mechanical Manufacturing) 1st semester** i.e. **Fundamental of Computers** and give the presentation on that subject for the evaluation of technical bid on the basis of selection criteria. (Syllabus of the subject enclosed at Annexure-A).
7. The agency shall submit minimum one subject in every 10 days subject to whole work (**B.Voc (Mechanical Manufacturing)** General Science Subjects / Common Subjects to other B.VOC. Programs) to be completed within 45 days from the award of work.
8. If the supplier fails to submit the e-content within the stipulated period shall entitle the buyer to take all or any one of the following actions, whichever required:
 - 8.1. To Cancel the order and give the order to the other company/firm/agency/distributors/dealers/supplier/ Manufacturer on the total risk of the supplier.
 - 8.2. To recover liquidated damages for delay in delivery from the supplier at the rate 1% (one percent) of the total cost of the e-contents per day till the supply/work remains incomplete, provide that the total amount of the compensation shall not exceed 10% (ten percent) of the total cost of the e-contents.
9. The authority reserves the right to reject any or all quotations without assigning any reason thereof.
10. Payment shall be released on receipt of the valid original bills in duplicate, completed in all respects and after acceptance of the e-content by the committee.
11. Quantities mentioned in the Quotation format are tentative only it may be increased or decreased but Payment will be made on actual e-contents basis.
12. Bidder may please quote their unconditional rates strictly in the quotation format.
13. The price quoted in the quotation format shall remain valid for a period of at least three months from the last date to receive the quotation/tender.
14. There is no provision of advance payment in the rules of the University. Thus, payment will be made against work/delivery of the e-contents. As a general policy, the University tries to make payment within one month of the receipt of e-contents subject to satisfaction of the Inspection Committee.
15. The acceptance of the e-contents shall be subject to satisfactory report submitted by the Inspection Committee/ Expert Committee.
16. The Quotation/Tender received after due date and time or incomplete shall be rejected out- rightly.



17. The dispute, if any, shall be subject to the jurisdiction of Courts at Gurugram. Any other jurisdiction mentioned in the quotations or invoices of the company/firm/agency shall be invalid and shall have no legal sanctity.

Evaluation Criteria of Technical Proposals

1. Technical proposal of all the Applicants will be evaluated based on the following Evaluation Criteria.
2. Technical proposals of all the Applicants will be evaluated based on Quality and Cost based selection (QCBS) system. Evaluation of the proposals will be done by the evaluation committee as per the parameters mentioned below:

S.NO	Parameters	Marks
1	Application Based Content	20
2	Video/Animation/Project used in the content	20
3	Mapped with Skills in The Domain Area	20
4	Bilingual (Hindi & English) Content	20
5	Content Development in Hard & Soft Copy	20
Total Marks		100

Evaluation of Technical Proposals

1. The eligibility criteria will be first evaluated as defined in Notice Inviting Request for Quotations for each bidder. The bidders securing minimum 60% marks in technical evaluation shall be considered for opening of financial proposals. The selection process will be based on Quality and Cost based selection (QCBS) - wherein 60% weightage will be given to the technical proposal and 40% to the financial proposal.
2. The Shri Vishwakarma skill University, Haryana will constitute an Evaluation Committee for evaluation of Proposals received.
3. Proposal shall be rejected if it does not achieve the minimum qualifying eligibility criteria.
4. The Financial bid of only those bidders will be opened who qualify on the basis of their Technical Bids.
5. The evaluation committee/University reserves all the right to evaluate and score the technical proposal without assigning any reason what so ever at any stage and no further correspondence will be entertained in this regards.
6. The score on the basis of technical bid will be the sole decision of the evaluation committee/University.

Evaluation of Financial Proposals

1. Bidders attendance at the opening of Financial Proposals is optional.
2. The evaluation committee will review the detailed contents of each Financial Proposal. During the review of Financial Proposals, the Committee and representatives of Shri Vishwakarma skill University, Haryana designated by the Registrar, Shri Vishwakarma skill University, Haryana involved in the evaluation process, will not be permitted to seek clarification(s) or additional information(s)

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- from any Consultant, who has submitted a Financial Proposal. Financial Proposals will be reviewed to ensure these are:
3. complete, to see if all items of the corresponding Financial Proposal are priced,
 4. Computational errors if there are will be corrected;

Method of selection Agency/Firm:

The technical quality of the proposal will be given weightage of 60%, the method of evaluation of technical qualification will follow the procedure given **above**.

The price bids of only those bidders who qualify technically (**Minimum Qualifying Marks: 60%**) will be opened. The proposal with the lowest cost may be given a financial score of 100 and the other proposal given financial score that are inversely proportionate to their prices. **The financial proposal shall be allocated weightage of 40%**. For working out the combined score, the employer will use the Overall Score formula.

Overall Score (OS) of a bidder will be his Technical Score (TS) plus his Financial Score (FS) and will be evaluated as under:

$$\text{Overall Score (OS)} = \text{Technical score (TS)} + \text{Financial Score (FS)}$$

A maximum of 100 marks will be allocated for the Technical Bid. Technical bid will be evaluated as per the evaluation criteria of technical proposals. Technical Score of a bidder will be evaluated as under:

$$\text{TS} = \text{TBV}/100 \times \text{TW}$$

Where **TBV** stands for Technical Bid Value of the concerned bidder and **TW** stands for weight of the technical score.

Financial bid will be evaluated as under:

$$\text{FS} = \text{LFBV}/\text{FBV} \times \text{FW}$$

Where **LFBV** stands for Lowest Financial Bid Value and **FBV** stands for Financial Bid Value of the concerned bidder and **FW** stands for weight of the financial proposal.

The proposals will be ranked in terms of total points scored. On the basis of combined weighted score for technical and financial, the bidder shall be ranked in terms of total score obtained. The proposal obtaining the highest combined score in evaluation will be ranked as H1 followed by the proposals securing lesser marks as H2, H3, etc. The proposal with the Highest Total Points (H 1) will be considered for award of contract and will be called for negotiations, if required.

In the event of a tie in the final scores, the agency having the lower financial quote amongst the two would be given preference.

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Financial Quotation Format

The financial proposal shall be considered only on the basis of the quoted lowest total amount.

Sr. No.	Item Description	Quantity	BASIC RATE PER UNIT without GST In Figures in Rs. P	GST in Percentage	TOTAL AMOUNT without GST In Figures in Rs. P	TOTAL GST Amount in Figures in Rs. P	TOTAL AMOUNT with GST In Figures in Rs. P
1	E-Content	01Subject					
Total in Figures			----	----			
Total Quoted Rate in Words							

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Assistant Registrar
Academic Branch