



सरदार वल्लभभाई पटेल राष्ट्रीय पुलिस अकादमी
SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY
(भारत सरकार :: गृह मंत्रालय)
(Government of India: Ministry of Home Affairs)
हैदराबाद – 500 052
Hyderabad – 500 052

TENDER ENQUIRY NO.: 12014/11/2017/Trg
(MCTP Ph-V Programme)
DATED 27th APRIL, 2017

**CONDUCTING OF VARIOUS MANAGEMENT MODULES FOR THE PARTICIPANTS
OF PHASE-V MCTP PROGRAMME FOR INDIAN POLICE SERVICE (IPS) OFFICERS**

Date of Tender Enquiry : April 27, 2017.
Closing date & time for submitting bids : June 12, 2017 at 1700 hrs



सरदार बल्लभभाई पटेल राष्ट्रीय पुलिस अकादमी
SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY
(भारत सरकार : गृह मंत्रालय) (Government of India : Ministry of Home Affairs)
हैदराबाद – 500 052 HYDERABAD – 500 052.

No.12014/11/2017-Trg (MCTP Phase-V Prog)

Dated the 27th April, 2017.

NOTICE INVITING REQUEST FOR PROPOSALS THROUGH E-TENDERING

Sub: Open Tender Enquiry for conducting of various Management modules for the participants of Phase-V MCTP programme for Indian Police Service (IPS) Officers– Reg.

Sir,

SVP National Police Academy, Shivrampally, Hyderabad, Ministry of Home Affairs (MHA), Govt. of India invites Request For Proposals (RFP) on e-tendering mode on two bid system from top level and renowned management schools, Business Schools or Public Policy Schools having adequate expertise and experience in conduct of training programmes to the senior level officers and fulfilling terms and conditions as per the RFP document for conducting of various Management modules for the participants of Phase-V MCTP programme for Indian Police Service (IPS) Officers.

2. The bidding University/Academy/School/ Institution should be able to demonstrate strong capabilities in teaching of Management concepts and should have a strong and commendable track record of running academic and training programmes in this field especially for senior level Civil Servants.

3. The assignment would be for duration of three years, in which the selected Academy/Institution would be required to conduct the contracted Management module(s) for the participants of six Phase-V MCTP programmes for Indian Police Service (IPS) Officers of the level of Inspector General of Police and above as per the schedule to be prescribed by the Academy. The selected Academy/ Institution would be required to execute the work in coordination with Sardar Vallabhbhai Patel National Police Academy (SVPNPA), Hyderabad, India

4. The salient features of the tender enquiry are as follows:

a)	Tender Enquiry No.	No.12014/11/2017-Trg (MCTP Phase-V Prog)
b)	Description of assignment	Conducting of various Management modules for the participants of Phase-V MCTP programme for Indian Police Service (IPS) Officers at S.V.P. National Police Academy.
c)	Duration of the assignment	Three years
d)	Type of Tender Enquiry	Open Tender Enquiry

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e)	Bid System	Two-Bid System (Two separate covers containing separate technical and financial offers)
f)	Bid validity	Bid should be valid for 180 days from the date of opening of bid.
g)	Earnest Money Deposit.	Demand draft for Rs.3,00,000/- (Three Lakhs only) , drawn from any of the Commercial Banks in favour of 'The Director, S.V.P. National Police Academy, Hyderabad'.
h)	Release of RFP	27 th April, 2017
i)	Date of pre-bid meeting	15 th May, 2017
j)	Last date of online submission of proposal	12 th June, 2017 by 1700 hrs.
k)	Last date of submission of hard copy of the Technical proposal and EMD in original	12 th June, 2017 by 1700 hrs.
l)	Opening of Technical Bids	13 th June, 2017
m)	Opening of Financial bids	10 th July, 2017
n)	Final approval and notification of award	28 th July, 2017
o)	Signing of contract	16 th August, 2017
p)	Addressee and Address at which hard copy of the proposal in response to RFP notice and EMD in original is to be submitted and address for correspondence and queries	The Director, Sardar Vallabhbhai Patel National Police Academy, Shivrampally, Hyderabad – 500 052 India Tel.No.+91-40-24015180 Fax : +91-40-24015179 Email: administrator@svpnpa.gov.in

- 5) The tender document / RFP consisting of eligibility criteria, scope of work and other details to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be downloaded from Central Public Procurement Portal (<https://eprocure.gov.in>)
- 6) Possession of valid Digital Signature Certificate(DSC) and enrolment/registration of the bidder on the e-procurement/e-tender portal is a prerequisite for e-tendering

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- 7) Interested University/Academy/School/institution can download the tender document from Central Public Procurement Portal (<https://eprocure.gov.in>) and bid should be submitted through the same website. Bids submitted other than on CPP Portal will not be accepted. The eligible bidders should have the digital signature certificate (DSC) issued by SIFY/TCS/nCode/eMudra or any agency authorised by Controller of Certifying Authorities, Govt. of India.
- 8) Bidders can access and download the tender documents from CPP Portal and can fill them with all relevant information and submit the completed tender document online on the website: (<https://eprocure.gov.in>). The downloading of tender documents shall be carried out strictly as provided on the website. No editing, addition, deletion of matter shall be permitted. If such action is observed at any stage, such tenders are liable for outright rejection.
- 9) Tender shall be submitted online only at CPPP website. Bidders are advised to refer the Bidders manual kit for e-submission of the bids online through the Central Public procurement portal available at the website: <https://eprocure.gov.in>. Aspiring Bidders/ Suppliers who have not enrolled/ registered in e-procurement should enroll/register before participating through the website <https://eprocure.gov.in>. The portal enrolment is free of cost.
- 10) All the documents as per tender requirement should be uploaded online and further, no documents will be accepted offline. However, hard copies of documents related to technical bid and Demand Draft (EMD – Earnest money deposit) hard copy should be sent to SVP National Police Academy before the due date of opening in addition to uploading online. Bidders who are not submitting any of the required documents online will summarily be rejected.
- 11) Scanned copy of EMD should be uploaded online. Earnest Money Deposit (EMD) for Rs.3,00,000/- (Rupees Three Lakhs only) should be deposited in form of Demand draft Drawn on any commercial bank in favour of The Director, SVP National Police Academy, Hyderabad. **Bids without EMD will not be considered.** Tender Reference Number or details should be mentioned on the backside of the original Demand Draft and the same should be sent to SVP National Police Academy, Hyderabad along with hard copies of the documents related to technical bid before due date of opening of the tender.
- 12) Bid may be made for one or more modules out of the 5 modules cited in the RFP. However, the EMD shall be 3 lakhs regardless of the no. of modules bid for. The financial bid will be evaluated for each module individually.

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Terms and Conditions

1. The TIA (Tender inviting authority) will not be responsible for any kind of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour. For any further clarification Contact on 24X7 Help Desk of M/s National Informatics Center (NIC) on the 24X7 helpdesk no.0120-4200462, 0120-4001002, 91-8826246593 or send mail to support-eproc@nic.in.
2. Offers are to be submitted online for one or all of the Modules on CPP Portal (<https://eprocure.gov.in>) separately for both technical and financial bids in the formats as enclosed (Annexures – I & II) of RFP document upto 1700 hrs on 12th June 2017. The tender completed in all respect must be uploaded on <https://eprocure.gov.in> in two packets i.e. two cover systems (Cover-1 EMD, Technical Bid and Cover 2: Financial Bid). All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of the nature of content of the documents before uploading.
3. The following signed and scanned documents in .pdf/xls/rar file format must be uploading in Cover-I:
 - a) Completed technical proposal as per Annexure – I of RFP for each module opted for.
 - b) Completed Resume Forms for each module opted for as per Annexure – III of RFP.
 - c) Completed Certificate of Authority to sign proposal as per Annexure – IV of RFP.
 - d) Scanned copy of Earnest Money Deposit of Rs.3,00,000/- (Rupees Three Lakhs only) in the form of Demand Draft drawn in favour of 'The Director, S.V.P. National Police Academy, Hyderabad'. Hard copy of the Demand Draft is to be sent along with hard copy of the documents related to technical bid so as to reach before closing date of tender enquiry at the address of The Director, S.V.P. National Police Academy, Shivarampally, Hyderabad. **Offers received without the prescribed EMD, will be rejected summarily.**
4. The Financial proposal to be submitted online shall comprise the cost associated with assignment which is inclusive of all taxes, levies and duties except service tax. The service tax paid by the institution will be reimbursed on submission of proof of payment to the department concerned. The Service Tax as on date is 15% which includes Swachh Bharat Cess and Krishikalyan Cess:
 - i) The bidders are required to download the standard BoQ Format(BoQ file) given for the price bid, open it and complete the cells with their respective quotes and other details(such as name of the bidder). Once the details have been completed, the bidder should save it and submit it online. Bidder shall not tamper/modify the downloaded price bid template in any manner.
 - ii) The prices once accepted by the SVP NPA shall remain valid till the successful completion of the assignment.

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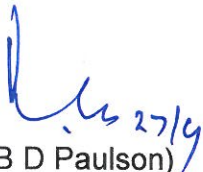


- iii) Expenditure incurred on travel, boarding, lodging of guest speakers and personnel of contracted organization, stationery and other incidental expenditure for conduct of the Module will form part of the financial bid.
- iv) Prices shall be quoted in Indian rupees only.
5. The Technical Bid in the format specified as per Annexure-I of RFP shall be submitted online for each module opted for and also submit the technical proposal in one original, clearly marked as such, with (03) additional copies. The technical proposals both original and copies alongwith bid security in the form of demand draft for Rs.3,00,000/- (Rupees three lacs only) favouring the Director, SVP National Police Academy, Hyderabad must be sealed in a specially marked envelope/package, and mark the envelope as '**RFP for conducting of various Management modules for the participants of Phase-V MCTP programme for Indian Police Service (IPS) Officers at S.V.P. National Police Academy**' and will submit it to the tender opening authority upto **1700 hrs on 12th June, 2017** duly mentioning the bidders name with address thereon. Offers received without the prescribed EMD, will be rejected summarily. The bid shall comprise a single packet containing 03 separate envelopes containing the EMD, technical proposal and copies of technical proposal. The 03 separate envelopes shall be marked as "**EMD**", "**TECHNICAL PROPOSAL**" & "**COPIES OF TECHNICAL PROPOSAL**" respectively in bold & legible letters.
6. The Bid / Tender submitted shall necessarily remain valid for **180 days** after the date of bid opening. If any bidder withdraws his tender before the said period, SVP NPA shall-without prejudice to any other right or remedy, be at liberty to forfeit the Bid Security submitted along with the bid.
7. No interest will be paid on Earnest Money Deposit. EMD of unsuccessful tenderers will be returned back, without interest within one month of the opening of financial bid. If the quotation is accepted and the contracted Institution fails to undertake the assignment, their EMD will be forfeited without any further notice.
8. The Director, SVP National Police Academy reserves the right to accept/reject any or all the bids without assigning any reason.
9. The contract is liable to be cancelled, if the institution failed to fulfil any of the contractual obligations and the SVP NPA reserves the right of forfeiture of the performance guarantee.

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10. The bidder will be blacklisted by the SVP NPA in case of the above condition being invoked.
11. The Hard copy of the technical bid and original instrument of EMD received after the due date and time will be summarily rejected. The bid should be signed at the bottom of each page of tender form.
12. The SVP NPA reserves the right to extend/curtail the duration of the assignment.
13. The Director SVP NPA reserves the right to cancel the contract without pre-notice, forfeit the security deposit or recover any damages for any breach of contract.
14. Notwithstanding any of the conditions and clauses indicated in the Tender form, the Director, SVP NPA has the whole and sole right to accept or reject either the lowest or any other valid bid and or cancel the Tender without assigning any reasons thereto.
15. Performance Guarantee Clause :- The successful bidder, for due and faithful performance of its obligation and as a precondition for signing of the agreement with the SVP NPA, shall be required to submit Performance Guarantee of 5% of its total accepted fee. This shall be in the form of the bank guarantee issued from any commercial bank in favour of the Director, SVP NPA Hyderabad which shall remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the contracted institution. No interest will be payable for "Performance Guarantee".
16. No bid will be considered unless and until all the pages / documents comprising the bid are properly numbered, signed and stamped by the person/s authorized to do so.
17. Presentation of proposals - The bidder may be required to make presentation of their proposals at their cost before the evaluation committee. A team from Govt. of India for evaluation of onsite facilities may also visit these institutions to assess their capacities for conduct of the programme.


(B D Paulson)
Deputy Director (MCTP)
For Director

Copy to :

1. The Section Officer, Police Training Section (PT), Police-I Division, MHA, New Delhi – For hosting the NIT & RFP in the MHA website.
2. AD(IT), SVPNPA – For hosting the NIT & RFP in the Academy website.