



OFFICE OF THE DIRECTOR CUM PRINCIPAL
RAJIV GANDHI GOVT. ENGINEERING COLLEGE, KANGRA AT NAGROTA BAGWAN
V.P.O. MASSAL, TEHSIL NAGROTA BAGWAN
DISTT. KANGRA, HIMACHAL PRADESH, PIN- 176047
E-MAIL: rggcec.office@gmail.com , WEBSITE: www.rggcec.ac.in
PH. /FAX: 01892-249188

NO. RGGEC/Mason Training/EOI/2024-01

Dated: 26-02-2024

NOTICE FOR INVITING EXPRESSION OF INTEREST (EOI)

Expression of Interest (EOI) in sealed envelopes for empanelment of reputed and well experienced Training Organizations/Institutes/Firms/NGOs/Registered Societies are invited for providing Residential Training Facility (Infrastructure, Management, Mobilization, Boarding & Lodging) for conduct of State Sponsored residential training programs under "Scheme for Training of Masons, Carpenters and Bar Binders on Hazard Resistant Construction" to be organized by Rajiv Gandhi Govt. Engg. College (RGGEC), Kangra at Nagrota Bagwan. This institute has been appointed as Nodal agency by DDMA (District Disaster Management Authority) Kangra for the conduct of these residential training programs. Interested parties may submit their EOI proposal with full credentials showing their experience in respective field and all relevant documents in sealed cover superscribed as "Expression of Interest for providing Residential Training Facility (Infrastructural, Management, Mobilization, Boarding & Lodging) for masons, carpenters and bar binder on hazard resistant construction" in the office of Director cum Principal, Rajiv Gandhi Govt. Engg. College, Kangra at Nagrota Bagwan. The EOI can be downloaded from official website www.rggcec.ac.in or can be obtained from the office of the undersigned. EOI should reach the office of undersigned on or before 18th March 2024 (1:00 p.m.). The Technical Bid shall be opened on same day i.e. on 18th March, 2024 at 3:00 p.m. in the office of undersigned. Director cum Principal reserves the rights to accept or reject any or all the responses either in full or in part, without assigning any reason, whatsoever.

Sd/-

Director cum Principal
Rajiv Gandhi Govt. Engg. College,
Kangra at Nagrota Bagwan,
Distt. Kangra (H.P.)-176047

Endst. No. As Above Dated 22/02/2024

Copy to:-

1. DDMA, Kangra for information.
2. Notice Board, office of Deputy Commissioner, Kangra at Dharamshala, District Kangra, (H.P.).
3. Dr. Vicky, OIC Website, RGGEC, Kangra to upload on institute website.
4. Mr. Nishant Mehra, OIC Civil Engg. cum Coordinator Mason Training, RGGEC, Kangra for information and necessary action.
5. Mr. Mohit Kumar, DEO, RGGEC with direction to send the document to Information & Public Relation Deptt., Govt. of H.P. for newspaper publication.



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EXPRESSION OF INTEREST FOR PROVIDING A RESIDENTIAL TRAINING FACILITY (INFRASTRUCTURAL, MANAGEMENT, MOBILIZATION, BOARDING & LODGING) FOR ORGANISING TRAINING OF MASONS, CARPENTERS AND BAR BINDERS ON HAZARD RESISTANT CONSTRUCTION

Expressions of Interest are Invited by the office of The Director cum Principal, RGGEC, Kangra at Nagorta Bagwan for the selection of an Organization/Institute/Firm/NGO/Registered Society etc. for providing **RESIDENTIAL TRAINING FACILITY (INFRASTRUCTURAL, MANAGEMENT, MOBILIZATION, BOARDING & LODGING)** for **MASONS, CARPENTERS AND BAR BINDERS ON HAZARD RESISTANT CONSTRUCTION** as and when required as per the directions received from the Office of the District Magistrate, Kangra at Dharamshala.

EOI No: RGGEC/Mason Training/EOI/2024-01

Dated: 26-02-2024

1. INTRODUCTION

RAJIV GANDHI GOVERNMENT ENGINEERING COLLEGE, (here-after called RGGEC), KANGRA AT NAGROTA BAGWAN has been appointed as Nodal agency by DDMA (District Disaster Management Authority) Kangra for the conduct of State Sponsored “**Scheme for Training of Masons, Carpenters and Bar Binders on Hazard Resistant Construction**”. The training program is designed to develop the capacities of masons in promoting disaster-resistant construction practices, especially earthquakes. Thus, **RESIDENTIAL TRAINING FACILITY (INFRASTRUCTURAL, MANAGEMENT, MOBILIZATION, BOARDING & LODGING)** is required near the institute (**within 25 km**) for the masons with a capacity to accommodate 50 masons (considering two training batches running parallel in the facility).

2. INVITATION FOR PROPOSALS

RGGEC invites Expression of Interest (EOI) from the **Organization/Institute/Firm/NGO/Registered Society etc.** for empanelment to provide a **RESIDENTIAL TRAINING FACILITY (INFRASTRUCTURAL, MANAGEMENT, MOBILIZATION, BOARDING & LODGING)** preferably near the institute (**within 25 km**), for **Masons, Carpenters and Bar Binders** on various subjects in the manner prescribed in this document.

Apart from providing infrastructure for organizing training, the empanelled firms are expected to support the institute in spreading awareness on various issues, mobilize masons, and other activities as detailed in this document.

Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions, and implications.



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3. EOI-BIDDING SCHEDULE

The important information related to the EOI schedule and time-line is given in the table below:

S. No.	Information	Details
1	Proposal inviting authority	Director cum Principal, RGGEC, Kangra at Nagrota Bagwan
2	EOI No. RGGEC/Mason Training/EOI/2024-01 and Dated 26-02-2024	RGGEC/Mason Training/EOI/2024-01
3	Link of downloading EOI documents	https://rggec.ac.in/
4	Earnest Money Deposit (EMD)	Rs. 50,000/-
5	Document download start date	26-02-2024 from 05:00 PM
6	Last date and time for queries	16-03-2024 upto 01:00 PM
7	Last date and time for receiving proposals	18-03-2024 at 01:00 PM
8	Date and time for opening of proposals (technical bid)	18-03-2024 at 03:00 PM

4. ROLES AND RESPONSIBILITIES

The purpose of the present EOI is to select an **Organization/Institute/Firm/NGO/Registered Society etc. to provide a RESIDENTIAL TRAINING FACILITY (INFRASTRUCTURAL, MANAGEMENT, MOBILIZATION, BOARDING & LODGING) for Masons, Carpenters and Bar Binders.**

Broad roles and responsibilities of prospective Organization/Institute/Firm/NGO/Registered Society etc. are as under:

- i. To provide a dedicated infrastructural, management, boarding & Lodging facility for organizing the Training Program at the facility as detailed in the Physical Criteria of Clause 9 of this document for organizing comprehensive training.
- ii. To provide infrastructure and resources as detailed in the Physical Criteria of Annexure-3 of this document for organizing comprehensive training.
- iii. To provide Boarding and Lodging facilities for trainees/ masons/ carpenters/ bar binders and also for Resource Persons, if required.
- iv. To ensure documentation of the trainee i.e. registration/identity documents/attendance/ feedback etc. and maintain the digital database of the same thereto.
- v. To provide at least 4 on-roll experienced Management Staff for organizing successful training including 2 documentation/ communication assistants and 2 maintenance/ service staff.
- vi. To ensure the safety and well-being of the trainees at the training premises during the residential training period.
- vii. To assist the institute/ DDMA, Kangra Office in organizing training and mobilization of trainees as per the training requirements.
- viii. The infrastructural facility is to be near the institute (within 25 km) for better accessibility and comfort for the trainee masons.



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- ix. Three meals including breakfast, lunch, and dinner to each mason for at least 6 days or as directed by the authorities (depending upon the batch size and availability of masons) are to be provided/supplied by the successful empanelled agency. In addition to the same, provision of three times tea with some snacks is also to be arranged.

5. TRAINING LOCATION AND VENUE

The training campus shall be located within 25 km periphery of the institute, RGGEC, Kangra at Nagrota Bagwan. The selected proposer will complete all requirements for the training program before the commencement of the course schedule.

6. TRAINING DURATION AND BATCH SIZE

The Training shall be conducted for 6 days, preferably in batches of two (consisting of around 25 masons in each batch), the exact details of which will be shared by the concerned authority (DDMA, Kangra at Dharamshala). The institute shall share the exact information regarding the training schedule with the empanelled agency as soon as it is shared from DDMA, Kangra at Dharamshala. **Further, the training batches will not be organized in continuity and shall depend upon the funds released by the concerned authority, the suitability of RGGEC, etc.**

The training programme will be a of minimum 6 teaching hours a day, excluding registrations, refreshments, tea, and lunch. Trainings may also be conducted on Saturday(s)/Sunday(s)/holiday(s) along with weekdays as well.

7. DURATION OF EMPANELMENT

The **empanelment shall be valid initially for 1 year** and may be extended to one more year based on satisfactory services rendered and at the discretion of the Director cum Principal, RGGEC.

8. TECHNICAL ELIGIBILITY CRITERIA

The proposers should meet the minimum pre-qualification criteria. Offers from proposers who fail to meet the following minimum eligibility criteria shall be summarily rejected and will not be considered for further evaluation.

S. No.	Pre-Qualification Criteria	Requirements	Supporting Documents
1	Registration under Societies/ Trust Act/Registered Firm	Valid registration and should be in existence for a minimum period of 3 years.	The proposer should furnish a Certificate of Registration/ Incorporation.
2	Annual turnover	The proposer should have a total turnover of at least Rs. 30 lakhs, collectively for the past 3 years.	Audited balance sheets and profit and accounts/ turnover loss certificates authenticated by a valid Chartered Accountant.



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3	Past Experience	The proposer should possess experience in residential training of a minimum 200 Masons /Govt. employees/ others under the government-approved programs/schemes in the past three years.	Document showing successful completion of the training programs along with the participants' details.
4	Management Staff/Training Coordinators strength	At least 4 on-roll experienced Management Staff i.e. 2 documentation/ communication assistants and 2 maintenance/ service staff for overall management and coordination of training at the training institute.	Documents and profiles of the staff shall be produced.
5	Blacklisting/ debaring	The proposer must not be blacklisted/ debarred/ suspended/banned by any Ministry/ Department of State or Central Government /PSU on the closing date of this EOI	A Self Declaration stating to this effect is required to be signed by an authorized signatory of the agency with seal
6	Documents of ownership or control or lease	The Proposer must attach the proof of the ownership of the facility.	Documents of ownership or control or lease or MoU with the owner of infrastructure or any other document clarifying that the proposer is either the owner of the infrastructure or authorized to utilize the building for the purpose the EOI is meant for. Further, an official intimation may be sent by the Organization/Institute/Firm/NGO/Registered Society/Vendor/Service Provider, etc. to use the facility for the Training, management, boarding & Lodging of Masons, as elucidated in this EOI to the nearest administration and nearest Police Station for the purpose of information, within 7 days of award of empanelment

9. PHYSICAL CRITERIA

For the empanelment with RGGECE, Kangra at Nagrota Bagwan for the purpose explicitly stated above, the interested Organization/Institute/Firm/NGO/Registered Society, etc. shall possess the following facilities: -



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- 9.1** At least 2 training halls in ready condition with a **minimum seating capacity of 25 participants** in each hall.
- 9.2** Residential rooms in good and properly ventilated condition with a capacity to accommodate at least 50 masons with installed CCTV cameras for monitoring purposes. Not more than 3 masons should be accommodated in a single room.
- 9.3** A Separate and clean Kitchen along with sufficient cooking and catering staff.
- 9.4** Availability of Dining Hall for a minimum 60 persons (including Guest Speaker/ staff etc.) with the availability of clean and purified water arrangements.
- 9.5** Availability of materials like cement, sand, aggregates, reinforcement, bar cutter machine, masonry tools, etc. for practical training of Hazard resistant construction.
- 9.6** Availability of proper open space for organizing at least 2 parallel practical training sessions.
- 9.7** Availability of proper storage space for the training material of Mason Training Programs (50 sq. feet)
- 9.8** Ample number of clean & hygienic toilets and bathroom facilities (at least one toilet and bathroom for 3 masons). An adequate number of water geysers/hot water facilities may also be available.
- 9.9** Availability of a First Aid kit and a vehicle for dealing with any eventuality.

10. CHECKLIST OF DOCUMENTS TO BE ATTACHED

10.1 Envelope No. 1 (Technical Criteria) - shall be super-scribed as "Technical Bid" and shall contain the following document(s):

S. No.	Documents to be submitted	Whether attached? (Yes/No)
1	Cost of EOI document @ Rs. 500/- in the form of Demand Draft.	
2	EMD @ Rs. 50,000/- in the shape of Demand Draft/FDR duly pledged in favor of Director cum Principal, RGSEC, Kangra at Nagrota Bagwan	
3	Certificate of Registration/Incorporation (Memorandum of Association/ Government order).	
4	Audited balance sheets and profit and loss accounts/turnover certificate authenticated by Chartered Accountants for last 3 Financial Years (30 lacs collective for past 3 years).	
5	Experience Certificate/ Certificate of completion/other document showing successful completion of residential training of minimum 200 Masons /Govt. employees/ others under the government-approved programs/schemes in the past three years.	



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	(Document showing successful completion of the training programs along with the participants' details)	
6	Proof for at least 4 on-roll experienced Management Staff i.e. 2 documentation/ communication assistants and 2 maintenance/ service staff for overall management and coordination of training at the training institute. Curriculum Vitae of at least 04- staff members.	
7	A Self Declaration stating-for not being blacklisted/debarred/No Pending Court Case- is required to be signed by an authorized signatory of the agency with a seal.	
8	Documents of ownership or control or lease or MoU with the owner of infrastructure or any other document clarifying that the proposer is either the owner of the infrastructure or authorized to utilize the building for the purpose the EOI is meant for.	

Note: Each page of the documents attached should be duly signed and stamped.

10.2 Envelope No. 2 (Financial Criteria) shall be super-scribed as "Financial Bid" and shall contain the following document(s):

10.2.1 The financial rate quoted on the letterhead in the following format: -

The rates quoted for providing a residential training facility (infrastructural, management, boarding & lodging) for organizing training of masons, carpenters, and bar binders on hazard-resistant construction is Rs _____ per mason per day.

10.2.2 In no case, the rate quoted should be more than Rs 500/- per mason per day, as per the scheme of this program. Such financial bids will be outright rejected.

10.3 Envelope No.1 and 2 shall be put in a single large Envelope and super-scribed as "Expression of Interest for providing RESIDENTIAL TRAINING FACILITY (INFRASTRUCTURAL, MANAGEMENT, MOBILIZATION, BOARDING & LODGING) FOR MASONS, CARPENTERS AND BAR BINDERS ON HAZARD RESISTANT CONSTRUCTION "

The Single Large Envelope should be addressed to: Director cum Principal, Rajiv Gandhi Govt. Engg. College Kangra at Nagrota Bagwan, V.P.O. Massal, Tehsil Nagrota Bagwan, District Kangra (H.P.) PIN: 176047.

11. EVALUATION OF PROPOSAL

The proposals shall be evaluated and selection will be done on the basis of technical, physical and financial criteria. **Financial bids shall be opened only if there will be at least 3 Training Organization/institute/Firm/NGOs/Registered Societies etc. participating in empanelment.**



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A committee set up by the Director cum Principal, RGGEC will evaluate the EOI submitted on the scheduled date and time. During proposal evaluation, the committee set up by the Director cum Principal, RGGEC may ask the proposer for clarification of its proposal. The request for clarification and the response shall be in writing and no change in the price or substance of the proposer shall be sought, offered, or permitted. The evaluation process shall be conducted in the phases as under:-

Phase-I

11.1 Evaluation of the technical criteria of the firms applying for empanelment based on documents detailed in clause 10.1 of this document, shall be followed.

Phase-II

11.2 Representatives of RGGEC/DDMA may conduct a site visit to assess/authenticate the Physical Criteria as stated in section 9 of this document.

Phase-III

11.3 The financial bids as per clause 10.2 of this document shall be evaluated only if there will be at least 3 Training Organization/institute/Firm/NGOs/Registered Society which clear the Phase-I and Phase-II of the evaluation process.

11.4 The firms satisfying the clauses 11.1, 11.2, and 11.3 will be chosen for the evaluation of empanelment.

11.5 In case only one proposal clears the Phase-I and Phase-II criteria for empanelment, fixed compensation for all desired services as stated above in this document shall be made at the cost of Rs 500/- per mason per day or as quoted by the proposer, whichever is lower. The financial bids (Phase-III) shall be opened with due approval of the competent authority, i.e. DDMA, Kangra at Dharamshala.

11.6 In case only two proposals clear the Phase-I and Phase-II criteria for empanelment, then financial bids (Phase-III) shall be opened with due approval of the competent authority, i.e. DDMA, Kangra at Dharamshala.

11.7 In case more than two proposals clear the Phase-I and Phase-II criteria for empanelment, reverse bidding will be followed based on the rates quoted in clause 10.2.1. The Training Organizations/Institutes/Firms/NGOs/Registered Societies etc. **which had quoted the lowest rate (L1) shall be selected for empanelment based on satisfactory fulfillment of criteria as mentioned in this document.**

11.8 Funds amounting to Rs 5,000/- per training and Rs 4,000/- per training for the procurement of training material and miscellaneous expenses respectively, shall be paid additionally to the empanelled firm.



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11.9 The empanelled firm shall be paid an amount of 90% of the amount quoted as per clause 10.2.1 and the amount mentioned in clause 11.7. The institute will keep 10% of the remaining amount for miscellaneous administrative support costs including any use of its extra resource person work, consulting and advisory services, monitoring, faculty and facility support, PR & communication, materials, etc.

11.10 The selected Training Organizations/Institutes/Firms/NGOs/Registered Societies etc. shall be required to **furnish Performance security @ Rs 50,000/- (Fifty thousand rupees only)** at the award of empanelment. Such security shall be furnished in the form of an Account Payee Demand Draft or duly pledged Fixed Deposit Receipt or Bank Guarantee from the bank, in favor of Director-Cum-Principal, RGGEC, Kangra at Nagrota Bagwan for a period not less than one year from the award of empanelment.

12 GENERAL CONDITIONS: -

- i. Technical proposal shall consist of documents required vide clause 10.1.
- ii. The proposal received after the due date and time shall be summarily rejected and will be returned declaring as "Late Submission" and the same shall not be considered.
- iii. Each copy of the document submitted in the proposal should be a complete document of good print quality and should be bound/stitched/stapled properly as a volume. If not properly bound/stitched/stapled, the office of Director cum Principal, RGGEC shall not be in any way responsible for loss of sheets due to inadvertent opening of the document at any stage and that affecting the prospects of the proposer during the evaluation due to loss of these documents. The document should be page-numbered and appropriately flagged, if possible, and must contain the list of contents with page numbers. All the documents attached are to be duly signed and stamped by the proposer.

13 GENERAL TERMS: -

- a) The selection of Training Organizations/Institutes/Firms/NGOs/Registered Societies will be made based on the qualifying criteria specified above.
- b) The representatives of RGGEC/DDMA may decide at their discretion to conduct surprise visits to any or all of the organization's campus/sites after the award of empanelment.
- c) Notwithstanding the above, the Director cum Principal, RGGEC, or his/her appointed representatives reserves the right to ask for any additional credentials/information from any of the proposers during the evaluation, as they may deem fit.
- d) The EOI accepting authority, i.e., Director cum Principal, RGGEC reserves the right to **accept EOI on a quality basis**. Accordingly, the EOI accepting authority reserves the right to reject any or all EOI without assigning any reasons thereof, either in full or in part, even after the opening of the Technical



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bid or Financial Bid. He/ She also reserves the right to cancel the proposal at any time during the process of evaluation without giving any reasons thereof.

e) Any dispute emerging from this EOI shall be subject to the jurisdiction of the court at Dharamshala, District Kangra.

f) The selected organization shall not be entitled to subcontract the work or any part thereof. Such arrangement shall be considered a material breach of the agreement.

g) By submitting a proposal, each applicant firm shall be deemed to acknowledge that it has carefully read all parts of this EOI, including all clauses, forms, and annexure hereto, and has fully informed itself as to all existing conditions and limitations.

14 PAYMENT TERMS

The payment schedule for the release of payment for each batch of trainees shall be based on Milestone Completion by the empanelled agency: -

Milestone	Activity/Assignment Completed	Percentage of payment
Milestone 1	At the time of training-order	0 %
Milestone 2	Within two weeks of completion of the training batch	90 % of the approved expenses (kindly refer to clause 11.8)

NOTE:

- 1. Failure to mobilize masons for training may lead to discontinuation of the contract between the parties and all rights in this regard will be reserved with the institute/DDMA Kangra.**
- 2. Post-training monitoring, support and feedback shall be the responsibility of the empanelled agency without any additional financial liabilities on the institute/DDMA Kangra.**



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Covering letter with the Proposal in response to EOI Notice

(On the Bidder's Letterhead)

To

Director cum Principal

Rajiv Gandhi Govt. Engg. College,
Kangra at Nagrota Bawan (H.P.) PIN 176047

Subject: Expression of Interest for providing RESIDENTIAL TRAINING FACILITY (INFRASTRUCTURAL, MANAGEMENT, MOBILISATION AND BOARDING & LODGING) FOR MASONS, CARPENTERS AND BAR BINDERS ON HAZARD RESISTANT CONSTRUCTION.

Sir/ Ma'am,

1. Having examined the EOI document, I/We, the undersigned, hereby submit our proposal in response to your EOI No. RGGEC/Mason Training/EOI/2024-01 Dated 26-02-2024 for "**Selection of RESIDENTIAL TRAINING FACILITY (INFRASTRUCTURAL, MANAGEMENT, MOBILIZATION AND BOARDING & LODGING) FOR MASONS, CARPENTERS, AND BAR BINDERS on Hazard Resistant Construction**", in full conformity with the said EOI document. and confirm that these are acceptable
2. We have read the provisions of the EOI document. We further declare that additional conditions, variations, and deviations, if any, found in our proposal shall not be given effect.
3. We agree to abide by this proposal, consisting of this letter.
4. We would like to declare that we are not involved in any litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment and we are not under a declaration of ineligibility for corrupt or fraudulent practices.
5. We hereby declare that all the information and statements made in this proposal are true and accept that any misrepresentation contained in it may lead to our disqualification
6. We understand you are not bound to shortlist/accept any proposal you receive. Please find enclosed details of our organization in the format as per the EOI document.
7. We hereby declare that our proposal submitted in response to this EOI is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Yours Sincerely

(Firm/Organization Name)

Signature of Authorized Signatory and Seal of the Bidder