



Government of West Bengal
Directorate of Micro Small and Medium Enterprises
Office of the General Manager, District Industries Centre, Howrah
24, Beliious Road, Howrah-711 101
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dichowrah@gmail.com

No. 132/ Estt./CDP/2016-17

Dated: 17- 02- 2017

RETENDER OF EXPRESSION OF INTEREST (EOI)

The General Manager, District Industries Centre, Howrah is hereby re-inviting sealed EOI from the reputed organizations / NGOs for imparting training and other programme, as specified, under Soft Intervention for the following **06 (six) clusters** in the district of Howrah as mentioned below in details :-

1. SEWING MACHINE & JUTE MILL SPARE PARTS CLUSTER – AMTA-II DEV. BLOCK, HOWRAH -

[Rs. In lakh]

Sl. No.	Activity	Duration	No. of participants	Venue	Earmarked Fund
1.	Study on Introduction of Appropriate Technology and Workshop thereon	7 days	40-50	Cluster Area	0.90
2.	Workshop on Modern Packaging and Branding	2 days	40-50	-do-	0.90
3.	Skill Development Training	7 days	As per selection of Cluster Asscn.	Suitable places as suggested by Training provider	1.80
4.	Market Survey / Study of Existing and Value Added Product	45 days	Cluster as a whole	FGD at Cluster area, other benchmark clusters in India	1.80
5.	Workshop on Export Linkage and Vendor Development	2 days	40-50	Cluster Area	0.90

2. CLAY TILES CLUSTER – NAKOLE, SHYAMPUR-II DEV. BLOCK, HOWRAH -

Sl. No.	Activity	Duration	No. of participants	Venue	Earmarked Fund
1.	Design Development Training	2 days	15-20	Cluster Area	2.00
2.	Training on Marketing	1 day	15-20	Suitable places as suggested by Training Provider	0.40

3. RUBBER MOULDING CLUSTER, RAGHUDEVPUR, ULUBERIA-II DEV. BLOCK, HOWRAH -

Sl. No.	Activity	Duration	No. of participants	Venue	Earmarked Fund
1.	Design Development Training	2 days	30-40	Cluster Area	2.00
2.	Training on Marketing Linkage	1 day	30-40	Suitable places as suggested by Training Provider	0.40

Contd....2

4. WIRE DRAWING CLUSTER, LILUAH, HOWRAH –

[Rs. In lakh]

Sl. No.	Activity	Duration	No. of participants	Venue	Earmarked Fund
1.	Awareness on Govt Schemes & CDP, UAM and network formation	1 day	15-20	Cluster Area	0.45
2.	Workshop on occupational Health Hazard & Health Camp	1 day	15-20	-do-	0.45
3.	Workshop on introduction of modern & appropriate technology	1 day	15-20	-do-	0.45
4.	Workshop on Energy Audit	2 days	As suggested by Cluster Assocn.	-do-	4.14
5.	Workshop on Best Manufacturing Practices	2 days	15-20	-do-	0.72
6.	Market Study / Survey Report of Existing Products and Marketing/Market Linkage	45 days	Cluster as a whole	FGD at Cluster area, other benchmark clusters in India	1.80
7.	Vendor Development Programme for Market Linkage	1 day	15-20	Cluster Area	0.72

5. MUSICAL INSTRUMENTS CLUSTER, ULUBERIA-I DEV. BLOCK, HOWRAH –

Sl. No.	Activity	Duration	No. of participants	Venue	Earmarked Fund
1.	Workshop on introduction of modern & appropriate technology	1 day	30-35	Cluster area	0.72
2.	Skill Development Training with modern technology	5-7 days	30-35	As suggested by Training Provider	1.80
3.	Workshop on Design Development	3 days	30-35	Cluster area	1.80
4.	Market Study / Survey Report of existing products and Marketing / Market Linkage	45 days	Cluster as a whole	FGD at Cluster area, other benchmark clusters in India	1.62
5.	Workshop on Modern Packaging/ Branding	2 days	30-35	Cluster area	1.26
6.	Training on Online marketing/ Website Launching / Brochure preparation	30 days	Cluster as a whole	Cluster area	0.80

6. LOCK & KEY CLUSTER, PANCHLA, HOWRAH –

Sl. No.	Activity	Duration	No. of participants	Venue	Earmarked Fund
1.	Study on introduction of modern & appropriate technology	7 days	15-20	Cluster area	0.90
2.	Skill Development Training with modern technology	7 days	As per selection of Cluster Assocn.	As suggested by Training Provider	1.35
3.	Market Study / Survey Report of existing products and Marketing / Market Linkage	45 days	Cluster as a whole	FGD at Cluster area, other benchmark clusters in India	1.62
4.	Workshop on Modern Packaging & Branding	2 days	15-20	As suggested by Training Provider	0.90
5.	Training on Online marketing/ Website Launching / Brochure preparation	30 days	Cluster as a whole	Cluster area	0.63

General Terms & Conditions :-

1. The bidder will drop a bigger size single sealed envelope super scribing "Bid against EOI No..... Date....." covering two covers of Technical Bid in a sealed envelope super scribing "Technical Bid for EOI No..... Date" And Financial Bid in a separate sealed envelope super scribing "Financial Bid for EOI No..... Date....." (Programme wise cost (Sl. No. 1 to Sl. No. 6) will have to submitted), in the **dedicated tender box** at the Office the General Manager, District Industries Centre, Howrah, 24, Belilious Road, Howrah-711 101 as per scheduled date and time.
2. The financial outlay against each activity must be within the budget provision of the assignment and would include all Service Charges, applicable Taxes etc. Bidder must provide outlay on activity & its service charge separately within the budgeted provision.
3. Some activities may be undertaken in joint collaboration with reputed Govt. / Pvt. Organisation and/or associated/accredited Govt. recognised organisation like IIP/TFC-CGCRI/NIFT/NIESBUD etc. in consultation with DIC, Howrah. The bidder must mention the name of associated Institutions/Govt. organisation in case of technical intervention as per EOI Notice. The list of associated institutions/Govt. organisations will be available with DIC, Howrah. Change of associated organisation would not be permitted without prior consent of General Manager, DIC, Howrah.
4. The **New Bidders** should submit the duly self-attested copies of following documents for Technical Bid –
 - a) PAN/TAN (as and if applicable).
 - b) Up-to-date Profession Tax Return & Profession Tax Registration Certificate (if applicable).
 - c) Up-to-date VAT/Sales Tax Return & Registration Certificate (if applicable).
 - d) Up-to-date Income Tax Return (if applicable).
 - e) Trade License (if applicable).
 - f) Registration Certificate in case of NGO.
 - g) Credential Certificate for any similar type activities during last 3 years from the date of issue of the EOI Notice. The completion certificate and detailed communicational address of the client must be indicated in the Credential Certificate. Mere Work Orders will not be considered as Credential Certificate.
 - h) Registered Partnership Deed in case of partnership firm has to be submitted. The company shall furnish the Article of Association and Memorandum. Where an individual person holds a Digital Signature Certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person, shall, while uploading any tender for and on behalf of company or firm, invariably upload a copy of registered power of attorney showing clear authorisation in his favour, by the rest of the director of such company or the partners of such firm to upload such tender.
 - i) For any kind of exemption, on the above mentioned required documents, the bidder shall have to submit authenticated document from competent authority, in support of his claim, at the time of submission of Technical Bid. No claim on a later stage will be entertained. However, the final decision regarding this will be made by the General Manager, District Industries Centre, Howrah.
5. Joint venture will not be allowed.
6. No arbitration is allowed in this contract. In case of any dispute in this regard, the matter will be settled under Kolkata jurisdiction.
7. Rate(s) should only be quoted for individual activities
8. All Taxes will be deducted as per existing norms.
9. Training will be started at the selected venue within 15 days from the date of issue of the Work Order, or else, the order will be treated as cancelled without any further reference to the concerned agency.
10. The payment will be made through A/C. Payee Cheque as and when fund is available from the concerned source and after receiving satisfactory completion. No claim whatsoever for delaying payment, if any, will be entertained.
11. During scrutiny, if it comes to notice of the EOI inviting authority that the credential or any other paper found incorrect/manufactured/fabricated, that bidder would not be allowed to participate in the EOI and that application will be rejected without any prejudice.
12. Technical bids will be opened first. Financial bids of those bidders will only be considered, who will qualify in the technical bid.
13. The bidder shall have to bid for all the programme and L-1 will be calculated on total quoted rate against each cluster subject to qualifying in the technical bid and professional liability to carry out the assignment. Work order will be awarded after considering both Technical & Financial bid as per gravity of the Programme. The authority reserves the right to cancel the EOI due to unavoidable circumstances and for that no claim will be entertained.
14. Bids shall remain valid for a period not more than 120 (one hundred twenty) days from the last date of submission.
15. Decision of the Tender Committee constituted for this purpose will be final in case of any dispute.
16. The qualified bidder/s should observe highest standard of ethics during execution of such programmes.

17. Date and Time Schedule :-

Sl. No.	Particulars	Place	Date & Time
1.	Starting Date of dropping of EOI	Office of the General Manager, District Industries Centre, Howrah 24, Belilious Road, Howrah-711 101	20-02-2017 11-00 am.- 5-00 pm.
2.	Last Date of dropping of EOI		06-03-2017 up to 4-00 pm.
3.	Date of Opening of EOI		06-03-2017 at 5-00 pm.

Sd/-

General Manager, District Industries Centre, Howrah

Memo No. 1310(3)/DIC/How/Cluster/2016-17

Dated: 17-01-2017

Copy forwarded for kind information with a request to upload the EOI in the official website –

1. The Director, MSME, W.B., N.S. Buildings (9th floor), Kolkata-700 001.
2. The Additional Director, WBSEPS, 2, Church Lane (4th floor), Kolkata-700 001.
3. The District Information & Cultural Officer, Howrah.

Sd/-

General Manager, District Industries Centre, Howrah

Memo No. 1310(3)1(6)/DIC/How/Cluster/2016-17

Dated:17 -02-2017

Copy forwarded information to :-

1. The District Magistrate, Howrah.
2. The Additional District Magistrate (LR), Howrah.
3. The Jt. Director of MSME(Bio-Gas), W.B., N.S. Bldgs (9th floor), Kolkata-1.
4. MSME Facilitation Centre (MFC), Dasnagar, Howrah.
5. Office Notice Board (for display)
6. Office Copy .

Sd/-

General Manager, District Industries Centre, Howrah