



**Muzaffarpur Institute of Technology,
M.I.T, Lakshmi Chowk, Muzaffarpur, Bihar- 842003**

Advertisement Letter

Package Code: TEQIP-III/2019/BH/MITM/146

Current Date: 03-Dec-2019

Package Name: Communication Skill Training for first
Year Student

Method: QCBS Services

**Technical Education Quality Improvement Programme [TEQIP]-Phase III
Consultancy Services for Communication Skill Training for first Year Student
Expressions of Interest**

The Government of **India** has *applied for/availed* a credit/loan from International Development Association (IDA), and the International Bank for Reconstruction and Development (IBRD) and intends to apply part of the loan/credit proceeds to make payments under the contract for the following services:

Consultancy for Communication Skill Training for first Year Student

The **Technical Education Quality Improvement Programme [TEQIP]-Phase III** Project now invites eligible Consultants to indicate their interest in providing the services. A Consultant will be selected in accordance with the procedures set out, in the World Bank's Guidelines: Selection of Employment of Consultants by World Bank Borrower (current edition). Interested Consultant may submit "Expression of Interest" in a sealed envelope clearly superscripted as Expression of Interest for "**Communication Skill Training for first Year Student**" and may obtain further information about the services, procedures for submitting the EOI etc. at <http://mitmuzaffarpur.org>

Consultants may associate other Service Providers to enhance their qualifications/skills. Expressions of Interest must be delivered to the address below on or before date **19-Dec-2019**

Principal 3.12.19

Muzaffarpur Institute of Technology, M.I.T, Lakshmi Chowk,
Muzaffarpur, Bihar- 842003

Tel: 9872843371

E-mail: principal@mitmuzaffarpur.org

SELECTION OF CONSULTANTS BY THE BANK'S BORROWERS
REQUEST FOR EXPRESSIONS OF INTEREST

Country: India

Project Name: **Technical Education Quality Improvement Programme[TEQIP]-Phase III**

METHOD OF CONSULTING SERVICES

Credit.: **Cr. 5874-0-IN**

Expressions of Interest

The Government of India has received a Credit 5874-IN from the International Development Association and it is intended that part of the proceeds of this credit will be applied to eligible payments under the contracts for **Technical Education Quality Improvement Programme[TEQIP]-Phase III**.

The services include

Consulting Services: **Communication Skill Training for first Year Student**

Brief Description: **to Enhance the employability of engineering graduate by enhancing the communication skill**

Organization: **Muzaffarpur Institute of Technology**

Implementation Period: [January 2020 to April 2020]

The **Muzaffarpur Institute of Technology** now invites eligible consultants to indicate their interest in providing the services. Interested consultants must provide information indicating that they are qualified to perform the services (brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc.). Consultants may associate to enhance their qualifications.

A consultant will be selected in accordance with the procedures set out in the World Bank's *Guidelines: Selection and Employment of Consultants by World Bank Borrower* NPIU.

Short-listing Criteria

- i The organization's annual turnover should not be less than Rs [10,00,000/-] per annum during each of the last three years
- ii The organization should have minimum 5 (Five) regular employees working on.
- iii The organization should have completed at least three projects of similar nature in past five years.
- iv The organization should have relevant experience in geographical region.

Interested consultants may obtain further information at the address below:

Muzaffarpur Institute of Technology, M.I.T, Lakshmi Chowk, Muzaffarpur, Bihar- 842003.

Expressions of interest must be delivered to the address below by **19-Dec-2019**

10/12/19
03.12.19
Principal,

Muzaffarpur Institute of Technology, M.I.T, Lakshmi Chowk, Muzaffarpur, Bihar- 842003

Tel: 9872843371

Fax:

E-mail: principal@mitmuzaffarpur.org

[1] The intent is to enable potentially interested consultants to decide whether or not to prepare an expression of interest.

Muzaffarpur Institute of Technology, Muzaffarpur
TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME [TEQIP]
PHASE – III

TERMS OF REFERENCE (TOR) FOR APPOINTING THE FIRM FOR ENGLISH TRAINING

Position : TRAINER/SERVICE PROVIDER

Organization: Muzaffarpur Institute of technology, Muzaffarpur

Duty Station: Muzaffarpur Institute of technology, Muzaffarpur

Duration : 60 Hrs training

BACKGROUND:

TEQIP III is a Central Sector Scheme of the Ministry of Human Resources Development (MHRD) and is expected to cover around 26 States and 200 institutions. The Central Government is financing 100% cost. Muzaffarpur Institute of Technology (MIT) is one of the beneficiaries under TEQIP-III.

PROJECT COMPONENTS:

The Third Phase of the Technical Education Quality Improvement Programme is composed of the following components and sub-components:

Component 1: Improving quality and equity in low-income and special category state (LIS/SCS):

Sub-component 1.1: Institutional Development Grants to Government and Government-aided Institutes

IMPLEMENTATION ARRANGEMENTS:

Institutional and implementation Arrangements

Central Level

Overall responsibility for the project is lying with the Department of Higher Education of the Ministry of Human Resource Development (MHRD). MHRD will constitute a National Steering Committee assisted by a small National Project Directorate headed by the National Project Director. MHRD has delegated day-to-day implementation to National Project Implementation Unit (NPIU). MHRD has entered into a Memorandum of Understanding (MoU) with each State Government.

State Level

State Governments is observing and facilitate implementation in the institutions in their State through the State Project Implementation Unit (SPIU) under the department responsible for technical education. The Secretary in -charge of technical education is overall responsible for project implementation in that State, assisted by the Director of Technical Education and the team in the SPIUs. Each State has entered into a MoU with each participating institution.

Institutional Level

At the institutional level, the Board of Governors (BOG) is the body responsible for institutional project design, reform and project implementation. The day-to-day implementation is coordinated by a TEQIP unit headed by the institutional Director and assisted by a senior faculty member as the TEQIP coordinator.

Out of around 200 participating Project institutions, including new Centrally Funded Institutions (CFIs). The MIT, Muzaffarpur have signed MoU with State Govt. and State Govt. signed with MHRD.

OBJECTIVE:

Many engineering graduates in India are found to be unemployable due to their poor communication skills and lack of confidence. Secondly, all advanced knowledge in science, technology and medicine is available in English. The results of the latest researches come to India through the medium of English. If we give up English, we will lag behind in the higher fields of study. Today the world has become one family. It is all due to English. English is an international language. So Department is planning to provide Language training to our students so that they could break the barrier of communication to shape their carrier.

Expected Deliverable

Agencies / Firms are required to submit their proposals clearly explaining the delivery of the followings with precisely detailed the timelines and plan.

- To Improve student soft skills (Communication Skills, Speaking, listening, reading and writing)
- Analyse & improve the soft skills of students
- The training hours should not less than 60 Hrs.
- The Training firm have to provide the study material to all the trainee students.
- Topic wise Performance report of the student through conducting a test after completion of training.
- To assess the quality of the trainer as well as effectiveness of English training, feedback will be taken by the institute faculty at two stages.
 - a) After one week of starting of module, if 60% students will be unsatisfied with any trainer then service provider (SP) will have to change the trainer for that module **within 2 days**.
 - b) After completion of module
- The training firm will have to attach the detailed schedule of hours allotted to English Training with the submitted quotation.
- The assessments of Listening, Reading, Writing and Speaking(L/R/W/S) skills need to be benchmarked with globally acceptable international standards in English.
- Certificate of assessment has to carry its validity for students in terms of qualification and remediation.
- Qualification awarded to the students should have international benchmarking. The certificate of assessment must be benchmarked for international recognition.
- The organization must have office with sufficient permanent professional and administrative staff located in Bihar for day-to-day liaison.
- The assessment provider should have over 25 years of language learning and assessment; services are certified as meeting the internationally recognised ISO 9001 standard for quality management. The assessments should be well researched and backed by a team of full time researchers. Delivered as per global standards. The organisation should be part of renowned University.

- There must minimum one quality teacher on 60 students. The trainer must provide service for 300 students.

STANDARDS:

The training providers must have to provide the quality training for all the trainee students.

SCOPE OF TRAINING:

The overall scope of Training Providers:

- (i) The training provider must have to cover all the related topic.
- (ii) Provide the progress report of trainee students after completion of each 20 Hrs. training out of total training hours.

GENERAL:

- No accommodation, TA/DA etc. will be provided by the Institute.

TIMING AND COVERAGE:

The English training must be completed according to schedule and must have to cover all related topics.

PERIOD OF SERVICE/CONTRACT:

The period of service/contract should as per schedule (RFP/Service Order).

SELECTION CRITERIA FOR INTERNAL AUDITOR**1. SELECTION METHOD:****QUALITY AND COST BASED SELECTION (QCBS)**

QCBS uses a competitive process among shortlisted firms that takes into account the quality of the proposals and the cost of the services in the selection of the successful firm. The relative weight to be given to the quality and cost shall be determined for each case depending on the nature of the assignment. 60% weight is given to the quality and 40% weight is given to the cost.

ELIGIBILITY CRITERIA:

MIT, Muzaffarpur calls for EoIs through advertisement (website/newspaper). The EoI includes information on the required qualifications and experience of the firm, short listing criteria, and conflict of interest provisions. The Service/Training providers shall meet the Minimum Eligibility Criteria specified below. Failure to satisfy any of the Minimum Eligibility Criteria renders the firm not eligible for the assignment. The mandatory criterions are:

Sr. No.	Particulars	Minimum Criteria
1.	No. of Assignments with minimum 30 hours of training	10 Nos.
2.	No. of similar training done in country other than India	1 Nos.
3.	No of Assignment/Training done with IIT/NIT/ Govt. Institute in India.	1 Nos.
4.	No. of years of experience in training in relevant subject/Communication skills	5 years
5.	No. of years of since filing ITR	3 years
6.	Turnover	10 lacs annually

Criterion: Firms must qualify following minimum criteria:

- **Supporting Documents for Eligibility Criteria:** The duly signed copy related to above five particulars must be submitted by the firm along with the technical proposal with Following documents (duly signed copy):
 - Firm registration certificate.
 - GST No. and PAN No.
 - The firm or any partners of the firm must submit declaration that they were not black listed by IITs, NITs/CFIs or any other Govt. institution in respect of any assignment or behavior.

Evaluation Criteria: The Evaluation Criteria of Expression of Interest (EOI) is as

Sr. No.	Criteria	Minimum Criteria	Marks Distribution	Maximum Marks	Supporting Documents
1.	No. of Assignments with minimum 30 hours of training	10 Nos.	15 marks for 10 assignments 2.5 marks for each additional assignment	20	The duly signed copy of certificate from employer not less than level of dean/principal/director of institute must be submitted by the firm. Duly signed by the authorized Representative.
2.	No of Assignment/Training done with IIT/NIT/ Govt. Institute in India.	1 Nos.	5 marks for 1 assignment 2.5 marks for each additional assignment	10	
3.	No. of similar training done in country other than India	1 Nos.	10 marks for 1 assignment 4 marks for each additional assignment	30	
4.	No. of years of experience in training in relevant subject/Communication skills	5 years	For 5 years – 10 marks 2 marks for each additional year	20	List of training details along with their certificate and balance sheet of that year concerned in training held. Duly signed by the authorized Representative.
5.	No. of years of since filing ITR	3 years	For 3 years – 5 marks	10	ITR of the firm. Duly signed by the

			1 marks for each additional year		authorized Representative.
6.	Turnover	10 lacs annually	Turnover 10 LPA - 5marks 2 marks for each additional 5 LPA	10	Audited Balance sheet of firm. Duly signed by the authorized Representative.
TOTAL				100	

Note: All the required documents must be submitted as per TOR.