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**OFFICE OF THE TECHNICAL EDUCATION QUALITY IMPROVEMENT
PROGRAMME (TEQIP-III)**

University College of Engineering, Osmania University, Hyderabad– 500007

INVITATION OF QUOTATION FOR 2nd Graduate Employability Skills Training Programme

(UNDER TEQIP - III)

TEQIP - III/UCEOU/SERVICES/01

Date: 02-11-2019

To,

Sub: Invitation of quotation from empanelled service providers by NPIU for " **2nd Graduate Employability Skills Training Programme**"

Ref: NPIU email dates: July 17th 2018 for 2nd Graduate Employability Skills Training Programme.

Dear Sir,

This has reference to NPIU email referred above for empanelment of your Institute/firm at National level for providing Employability Skills Training Programme to students in TEQIP - III Institutions. In this connection, you are invited to submit your quotation as per the format below:

| S. No | Subject | Approximate Number of students | Total No. of hours | Completion period | Training Cost per student (without taxes) (Rs) | Taxes if any (Rs) | Total cost per student (Rs) |
|-------|--|--------------------------------|--------------------|-------------------|--|-------------------|-----------------------------|
| 1 | 2nd Graduate Employability Skills Training Programme | 200 to 250 students | 60 hours | One Month | | | |
| | Total | | 60 hours | One Month | | | |

Terms & Conditions:

1. Detailed specification at Annexure 1
2. The training shall be conducted as per the schedule convenient to the institute for pre-final and final year students.
3. Corrections, if any, shall be made by crossing out, initialling, dating and re writing.
4. Applicable taxes shall be quoted separately.

5. The prices should be quoted in Indian Rupee only.
6. Actual number of students will be declared at the time of contract.
7. The prices quoted by the Service provider shall be fixed for the duration of the contract and shall not be subject adjustment on any account.
8. Each Service Provider shall submit only one quotation.
9. Quotation shall remain valid for a period not less than 55 days after the last date of quotation submission.
10. The copy of learning material, if any must be accompanied with the submitted quotation.
11. The service provider shall be responsible for conducting different tests like Benchmarking tests, tests for each module etc.
12. Each module must be supported by online and offline assessment module.
13. The service provider will evaluate and compare the quotations determined to be substantially responsive i.e which (a). are properly signed ; and (b). confirm to the terms and conditions, and specifications.
14. The Institute provides infrastructure like seminar halls, internet facility, photocopy machine, attendant and team of faculty for coordination
15. The last date of submission of quotation is 18th **November 2019 by 3:30 PM**
16. The sealed quotation to be submitted at the address mentioned below by speed post/register post/ courier/ in person

The Principal,

TEQIP - III,

University College of Engineering, Osmania University,

Hyderabad - 500007, Telangana.

17. Award of Contract: The Institute will award the contract to the service provider who has offered the lowest price.
18. The service provider whose offer is accepted will be notified of the award of contract by the institute prior to expiration of the quotation validity period.
19. The service provider shall have to sign the contract with purchaser which will contain the terms and conditions of the accepted offer.
20. The service provider shall provide detailed schedule of breakup for each of the appropriate modules covering the different skills in the contract document.
21. The Service provider should attach a detailed chart of experts mapped according to the course of Employability Skills training syllabus supported with bio-data of experts would be engaged to cover different modules.
22. The payments against lodging/boarding/TA/DA or any other demand raised by the service provider excluding per student cost in any case would not be the liability of the institute. (University Guest House will be provided, if available on your own payment.)
23. Requested to the service provider to study NPIU-Terms of Reference and submit their quotations accordingly.

24 . The institute reserves the right to accept (or) reject any quotation and to cancel the process and reject all quotations at any time prior to the award of contract.

25. Discipline wise approximate number of students as follows

| S. No | Decipline | Approximate number of students |
|-------|---|--------------------------------|
| 1 | Bio Medical Engineering | 20 - 30 |
| 2 | Civil Engineering | 40 -60 |
| 3 | Computer Science and Engineering | 40 -60 |
| 4 | Electrical Engineering | 40 -60 |
| 5 | Electronics and Communication Engineering | 40 -60 |
| 6 | Mechanical Engineering | 40 -60 |

26. We look forward to recive your quotation and thank you for your interest in this project

(Authorised Signatory)

Name & Designation

Annexure - 1

| | | | | |
|---|--|---|-------------|--|
| 1 | 2nd Graduate Employability Skills Training Programme | (a) Quantitative Ability: <ul style="list-style-type: none"> • Numbers, Number Systems • Percentage, Profit and Loss, Partnership • Average, Mixtures and Allegations Simple Interest & Compound Interest • Time and Distance & Time and Work • Permutations and Combinations | 10-15 hours | |
| | | (b) Verbal Ability: <ul style="list-style-type: none"> • Sentence Correction & Paragraph formation • Critical Reasoning • Reading Comprehension • Functional Grammar | 10-15 hours | |
| | | (c) Reasoning: <ul style="list-style-type: none"> • Blood Relations, Direction sense, Symbols & Notations • Series, Analogies, Odd Man Out, Coding-Decoding • Distribution, Binary Logic, Puzzles • Selections, Routes & Networks, Comparisons, Arrangements • Cubes, Venn Diagrams | 8-15 hours | |
| | | (d) Basic Communication Skills: <ul style="list-style-type: none"> • Basic Communication Skills & Presentation Skills • Speaking Skills, Writing Skills & Listening Skills | 5-10 hours | |

| | | | |
|--|--|---|-------------|
| | | <ul style="list-style-type: none"> • focus on email and essay writing | |
| | | <p>(e) Group Discussions & Interview Skills:</p> <ul style="list-style-type: none"> • Basics of Group Discussion & Mock GD • Resume building skills; Interview skills basics & Mock interviews | 5-10 hours |
| | | <p>(f) Tests and Discussions:</p> <ul style="list-style-type: none"> • Assessment Tests (General / Company Specific) & Periodic tests • Test discussions on general Aptitude Test • Papers in the pattern of GATE Aptitude will be administered and discussion will be carried out similarly • Papers in the pattern of important IT companies has to be administered and discussion will be carried out • A total of five paper based and online tests has to be conducted | 10-15 hours |