

Government of India
Ministry of Science & Technology
Department of Science & Technology
Technology Bhawan
New Delhi

Subject: Tender Notice for Evaluation of Training Programmes conducted under Plan Scheme – “National Programme for Training of Scientists & Technologists working in govt. sector”.

Department of Science & Technology, Govt. of India is implementing a Plan Scheme titled “National Programme for Training of Scientists & Technologists working in Govt. Sector”. Under the Scheme 74 training programmes have been conducted and 1710 Scientists/Technologists of various Ministries/Depts/Scientific Organisations have been trained upto 2007-08. The training programmes are being conducted in a number of reputed training institutions and the trainee scientists belong to various organizations across the country.

2. It is proposed to conduct a comprehensive evaluation of the Scheme through an independent agency. The evaluation would cover areas like evaluation of training curricula and modules, training methodology including pedagogy and other aspects, impact analysis of training and comparison of various training modules in India and abroad (only through information obtained through internet). Fresh Training Need Analysis (TNA) for various levels of scientists would also need to be done. The evaluation would be a time-bound exercise and is to be completed by June, 2009 in the first instance. A detailed report of the evaluation, measures for improvement etc. shall be submitted to the Department within the stipulated period.

3. Sealed tenders in two bid pattern i.e. technical bid and financial bid are invited from reputed and capable organizations which can conduct the evaluation alongwith detailed TNA. Separately sealed envelopes containing technical bid and financial bid duly completed in all respects and duly superscribed on the envelopes as “Technical Bid” and “Financial Bid” should be placed in one common envelope and sent by registered / speed post within “twenty one” days from the date of the publication of the advertisement (**published in news papers on 02.01.2009, hence must be received up to 5:30 P.M on 23.01.2009**). Tenders received after the date shall not be considered.

4. The bids must be accompanied by a crossed cheque for Rs. 10,000/- (Rs. Ten Thousand only) drawn in favour of the Drawing and Disbursing Officer, DST. The amount of Rs.10,000/- is the earnest money and non-refundable.

5. The bids are invited in the following manner -

(a) Technical Bid: The technical bid must contain factual and detailed information on following aspects -

Parameter	Components of the Parameter
(i). Status of the organization	Organisation under Central/State Govt./ University/Educational Institution/Research

	Organisation/Registered under Societies/Companies Act, etc.
(ii). Experience in the field of evaluation of educational/training related or other similar HRD programmes	a) Number of programmes evaluated (with list of details attached)
	b) Years of experience
(iii). Capability of the organization	a) Qualification & Experience of Project Director(s)
	b) No. Project/ Research Assistants/Analysts etc. alongwith their educational qualification
	c) Audited Statement/Balance Sheet of Account for the last 3 years
(iv). Experience in the field of conducting Training Need Analysis (TNA)	Details to be attached
(v). Outreach	Number of states/U.T.s covered during previous evaluations
(vi). Scientific & Technological Capability of the organization	a) No. of Personnel with S&T Background
	b) Eminent scientists(s)/ educationist(s) with proven background as project director
	c) Willingness for comparison of the training programmes with similar training programmes in advanced countries (through information obtained through internet)

The attested copies of documents in detail supporting the above mentioned six criteria shall be submitted as a part of the technical bid. A committee will examine the technical bid on objective and quantitative parameters. The date and time of opening of the technical bid will be informed to the bidders. The bidders are also expected to make a 15 minute power point presentation which will *inter-alia* include proposed strategy, design and schedule of the evaluation.

(b) Financial Bid: The financial bids of only technically qualified/acceptable bids will be opened after evaluation of the technical bid. Tenders must quote in respect of all components of expenditure separately alongwith grand total. The components may include items like cost involved in project director, technical evaluators etc., cost of research assistants/surveyors, cost related to travel and development & standardization of tools for survey and evaluation and TNA, cost involved in stationery etc., cost involved in preparation of soft and hard copies of Report (minimum 20 copies), technical fee and any other item (to be specified). No enclosures are required with the financial bid. Cutting/alteration /overwriting in the financial bid shall render it invalid.

(c) General information about the tender:

(i). Tender reference number- A-33011/27/2007-Trg.

(ii). Tender to be addressed to “Section Officer,
National Cell for Training of Scientists & Technologists,
Room No. 3, Hall – D,
Department of Science & Technology
Ministry of Science & Technology
Technology Bhawan
New Mehrauli Road
New Delhi – 110016”

(iii). Place of opening of tenders – Conference Room No. 14, Frontal Block, 11.00 A.M. on twenty second day (in case of holiday next working day) of the publication of the advertisement. Quotation shall remain valid up to 180 days from the date of publication of the tender.

(iv) Incomplete tenders are liable for rejection.

(v) Tenders not accompanied by crossed cheque for Rs. 10,000/- (Rs. Ten Thousand only) as stated in para 4 are liable to be rejected.

(vi). The successful bidder will be required to sign a Memorandum of Understanding which will clearly state the responsibilities of both parties.

(vii). This notice is also available at website: www.dst.gov.in

Sd/-
Director
Training Division
Department of Science & Technology