

Expression of interest (EOI)
for
Selection of Agency as Project Management Consultant (PMC) for
Design and Setting Up of
Odisha Skill and Entrepreneurship University
EOI ID No. [OSDA/2-024/0004]

MILESTONE DATES FOR EOI		
S. No.	Particulars	Timelines
1	Tender downloading date	From 21 st March 2024 to 19 th April 2024
2	Last date of submission of EOI	On or before 19 th April 2024 by 3:00 PM
3	Venue for submission of EOI	Submission of EOI in physical form at – Odisha Skill Development Authority, Directorate of Employment, 3rd floor, Niyojana Bhawan, Shiya Square, Kharavela Nagar, Bhubaneswar, Odisha – 751001
4	Opening of technical EOI	On 19 th April 2024 at 5:00 PM
6	EOI validity	180 days from last date of submission of the EOI
7	Tender fee	INR 10,000/- (Non-refundable)

Disclaimer

All information contained in this document, subsequently provided/ clarified, is in good interest and faith. This is not an agreement and is not an offer or invitation to enter into an agreement of any kind with any party. Odisha Skill Development Authority (OSDA) reserves the right to cancel this document, and/or invite afresh proposals with or without amendments to this document without liability or any obligation for such document, and without assigning any reason. Odisha Skill Development Authority (OSDA) reserves the right to take a final decision regarding award of contract.

Submission of proposals under EOI mode doesn't guarantee evaluation or allocation of work. Under no circumstances will Odisha Skill Development Authority (OSDA) be held responsible or liable in any way for any claims, damages, losses, expenses, costs or liabilities whatsoever (including, without limitation, any direct or indirect damages for loss of profits, business interruption or loss of information) resulting or arising directly or indirectly by application or non – application to this EOI.

Odisha Skill Development Authority
Directorate of Employment
3rd floor, Niyojana Bhawan, Shiya Square,
Kharavela Nagar, Bhubaneswar, Odisha - 751001
E-mail: emp.osda2018@gmail.com

Invitation of Expression of interest (EOI)

EOI documents can be downloaded from our website <https://www.skillodisha.gov.in/osda/tender>. Completed EOI document with all supporting as required and in support of EOI along with processing fee of Rs. 10,000/- in the form of Demand Draft in favor of Director Employment and CEO, OSDA must reach at above address on or before 19-04-2024 by 3:00 pm. Director Employment and CEO, OSDA reserves the right to accept or reject any or all EOI without assigning any reason thereof.

I. Issuer:

In an effort to bring convergence amongst skill development training programs being implemented by various Departments in the State and to scale up-skilling activities both in quantitative and qualitative terms, the Government has created a unified Authority in the name of Odisha Skill Development Authority (OSDA) in 2016-17. OSDA, since its formation, has been working relentlessly towards the Government of Odisha's highest priority i.e., skill development in the State. OSDA's primary objective is to guide, implement, coordinate and oversee all skill development programs in the State. OSDA has been taking up various interventions to boost skill development and thereby generate opportunities for enhancing employability for the youth of the State.

As a result, the Government of Odisha has plans to establish and incorporate a Skills & Entrepreneurship University in the State of Odisha. It's a prestigious project of the Government and is desired that the University should have futuristic and State of the Art facilities in campus. The University aims to focus on developing Skill based manpower to cater the rising demand of the Skill based jobs around the world. The University aims to be the Centre of Excellence in the Skill domain at par with global standards and futuristic designs of the International University giving the shape to the campus with latest technology, automation, equipment and in a holistic manner, embracing the best practices. It is expected from the bidder that it will engage/empanel subject matter experts experienced in visualizing the University at par with global standards.

II. Eligible Criteria

Sl. No.	Qualification Criteria	Proof Required
1	a) Name and address of the Organization/Institute/ Consulting Agency b) Year of Establishment c) Whether the Organization/ Consulting Agency is registered under Society Registration Act or is an autonomous body or a Limited company or partnership firm, etc. and details thereof (e.g.-name (s) of partners, Managing Directors, Chief Executive Officers, Key Authorized Person	Copy of Certificate of Incorporation/ Registration/MoU as applicable
2	The Organization/ Institute/ Consulting Agency should have a valid PAN and GST Registration in India	Copy of PAN Card and GST registration
3	The Organization/ Institute/ Consulting Agency should have a minimum average annual turnover of INR 200 crores from consultancy assignments made during the last three fiscal years 2020-21, 2021-22, 2022-23	Copy of audited profit and loss statement and balance sheet and as per format attached.
4	The Organization/ Institute/ Consulting Agency should have a minimum of 5 projects with the Central Ministries / State government / PSU as client in the last five fiscal years with a minimum value of INR 1.50 crores each.	Necessary documents as evidence.
5	The Organization/ Institute/ Consulting Agency should have its office in India.	Necessary documents as evidence
6	The Organization/ Institute/ Consulting Agency should have experience in undertaking consulting assignments in the field of Education/Skill Development/Technical, Vocational Education & Training/ Higher Education.	Necessary documents as evidence
7	Self-Certification on company's letter head declaring that the firm has not being blacklisted by any Central Ministry/State Department/PSU/NSDC/SSC or any other Government body in India during the time of submission of the EOI.	As per format attached

III. EOI evaluation methodology

- i. The EOIs shall be evaluated by a duly constituted EOI Evaluation Committee (EOI-EC).
- ii. The first process for the EOI-EC is to examine the eligibility of the EOI as per the pre-qualification criteria. EOIs not satisfying the eligibility criteria shall be rejected. No document other than those submitted along the EOI shall be used to determine the eligibility under this clause.
- iii. Only those proposals meeting the pre-qualification criteria as specified in EOI document will be evaluated as per the parameters mentioned above.
- iv. On request from the EOI-EC, the organization may have to submit additional information to substantiate claims made in EOI. However, that would not entitle the organization to change or cause any change in the substance of the EOI submitted.
- v. During evaluation of proposals, OSDA, may, at its discretion, ask the organization for written clarification of their EOI Proposals.
- vi. The EOI-EC shall further issue the Request for Proposal (RFP) to the eligible/shortlisted organizations/Institutes/Consulting Agencies for the proposed work. The time limit, in which the organizations/Institutes/Consulting Agencies have to submit the additional information or present their projects, will be decided by the EOI-EC and its decision will be final in this regard, organizations/Institutes/Consulting Agencies failing to adhere to the specified time limit will be rejected.

IV. List of Documents to be attached in the following order;

Document 1: Covering Letter

To,

Director of Skill Development and Employment cum CEO, OSDA
Directorate of Skill Development and Employment,
3rd floor, Niyojana Bhawan, Shriya Square,
Kharavela Nagar, Bhubaneswar, Odisha – 751001

Subject: Regarding Design and Setting up of PMU for The Odisha Skill University

We, the undersigned, intend to participate in the EOI titled Selection of Agency as Project Management Consultant (PMC) for Design and Setting Up of Odisha Skill and Entrepreneurship University, EOI dated <<Date>> and our Proposal is attached herewith.

We understand you are not bound to accept any Proposal you receive. We remain,

Yours sincerely,

Authorized Signatory
(Signed & Sealed)
Name:
Designation
Company Name:
Contact No.:

Document 2: Copy of Certificate of Incorporation/ Registration/MoU as applicable

Document 3: Copy of PAN

Document 4: Copy of GST Registration Certificate

Document 5: Certified true copy of balance sheet and Profit & Loss statement for last 3 years (FY 2020-21, 2021-22, 2022-23) and an audited statement of the Annual turnover in the below mentioned format:

Fiscal Years	Turnover (In INR)
2020-2021	
2021-2022	
2022-2023	
Average Turnover	

Document 6: The Organization/ Institute/ Consulting Agency should have a minimum of 5 projects with the Central Ministries / State government / PSU as client in the last five fiscal years with a minimum value of INR 1.50 crores each.

Document 7: The Organization/ Consulting Agency should have its office in India.

Document 8: The Organization/ Institute/ Consulting Agency should have experience in undertaking consulting assignments in the field of Education/Skill Development/Technical, Vocational Education & Training/ Higher Education.

Document 9: Self-Certification on company's letter head declaring that the firm has not being blacklisted by any Central Ministry/State Department/PSU/NSDC/SSC or any other Government body in India during the time of submission of the EOI.

Format for Blacklisting self-declaration

(On company's letterhead)

Date:

To,
Director Employment and CEO, OSDA
Directorate of Employment,
3rd floor, Niyojana Bhawan, Shriya Square,
Kharavela Nagar, Bhubaneswar, Odisha – 751001

I have carefully gone through the Terms & Conditions contained in the Document for <name of the document>.

I/We hereby declare that presently our
Company/firm.....is having unblemished
record and is not declared ineligible for corrupt and fraudulent practices either
indefinitely or for a particular period of time by any University/ Education Institute
State/Central Government/PSU on the date of Bid Submission.

If this declaration is found to be incorrect then without prejudice to any other action
that may be taken, my/our security may be forfeited in full and the tender if any to the
extent accepted may be cancelled.

Yours faithfully,

(Signature, name and designation of the authorized signatory)

(Name and seal of the Bidder)

*******End of the EOI Document*******