

No. Q-12011/1/2012/ISS-S34
Govt. of India
Ministry of Statistics & Programme Implementation
National Academy of Statistical Administration

Plot No. 22, Knowledge Park-II
Greater Noida,
Uttar Pradesh-201308
Dated:24.12.2012

To

Subject: Quotations for Cost proposal for training on 'Advance Training in IT'

The National Academy of Statistical Administration (NASA), under the Ministry of Statistics & Programme Implementation, is engaged in imparting training to Central and State Govt. officers on Statistics and related subjects. It is located on the above mentioned address and is equipped with modern IT equipments.

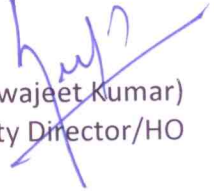
An IT training programme of 13 weeks duration is required to be organized by NASA for a batch of approximately 30 officer trainees. NASA is looking for a highly professional agency who is specialist in imparting IT training with the latest Operating Systems, Softwares so as to enable these trainees to develop computer applications for analysis of large data set and manage large databases.

The course content of the training programme besides other things should include topics on C++, RDBMS & MS–Access, Oracle, VB and ASP.net. A brief outline of the same is attached. Interested and eligible firms are requested to furnish details about Faculty, sample of training material, proposed mode of teaching including practical's etc. as per the proforma enclosed herewith. Firms are also requested to send a suitable cost proposal as per enclosed proforma in a sealed cover mentioning the subject 'Advance Training in IT for ISS probationers' along with Demand Draft of Rs. 25,000/- as earnest money valid for 45 days beyond the validity of the cost proposal from a nationalized Bank in favor of the Pay and Accounts Officer, M/o Statistics & PI, New Delhi. The letter may be addressed to Deputy Director General, NASA, Plot No. 22, Knowledge Park-II, Greater Noida, U.P. 201308 so that it reaches NASA or are dropped in the Tender Box of NASA positively by 18th January, 2013 till 2.00 P.M. The Academy reserves the right to reject any proposal without assigning any reason. The proposal sent by you should be valid for a period of 90 days from the date of opening of the bid. The proforma for cost proposal along with detailed information about the Company, terms and conditions of contract and penalty clause are annexed herewith which may be kept in view while submitting the cost proposal.

The selected Company will be responsible for conducting the 13 weeks programme on 'Advanced Training in IT' expected to start training the month of February, 2013. The duration of daily classes will be from 10 AM to 5 PM (4 sessions per day and each session of 75 minutes).

The selected Company will be required to furnish their income tax and service tax clearance certificates along with their cost proposal. All proforma should be properly signed with name and date at each page. Incomplete proforma in any respect or received late will be summarily be rejected.

Yours faithfully,


(Vishwajeet Kumar)
Deputy Director/HO

Proforma for Cost Proposal

Part A		Basic Information			
1. Name of the Company					
2. Full Address					
3. Name, Designation and address of the Nodal person to be contacted with telephone no.					
Part B		Details about training capacity			
4. Details of Govt. clients trained by it, in the last 3 years	Name of the training / course	Duration	No. of persons trained	Total cost of the training (in Rs.)	
5. Details of regular Faculty to be provided during the training (separate sheet may be added, if required)	Name	Age (in years)	Qualification*	Experiences in Teaching (in years and months)*	
*Please enclose Bio-data of each faculty					
NASA has a Computer Training Hall, having 25 Desktop Computers, working on Windows platform.					
Part C		Cost details (in Rs.)			
6. Proposed overall cost to conduct the training programme at NASA for 30 Participants					

Topic wise proposed cost to conduct training at NASA (separate sheet may be added for last two columns, if required)	Topic	Syllabus to be covered	Duration (in Days)	Cost(in Rs.)	Method of teaching (type of teaching materials e.g. hardcopy / printed Books / softcopy etc. - to be provided must be mentioned)	Mechanism for evaluation of knowledge imparted to trainees
	C++	See Annex-III	3 Weeks			
	RDBMS & MS-Access		2 Weeks			
	Oracle		2 Weeks			
	VB		2 Weeks			
	Web designin g using ASP.net		2 Weeks			
	Project Work		2 Weeks			
8. Terms of payment						
Part D –						
9. Turnover of the Agency with regards to 'conducting training' 'for last three years (in Rs Lakhs)						
10. Whether the company is paying Income Tax/Service Tax regulars(copies of certificates may be attached)						
11. Whether the company have ever been blacklisted by any Central / State Govt.	Yes / No	Whether Earnest Money Deposit(EMD) enclosed herewith: Yes / No				
12. Remarks if any						

Signature of the Head of Company
with

Name,
Address
Telephone No.,
Fax No.
E-mail address,
Date and Stamp
Registration no

General Terms and Conditions

1. Description of Job: To conduct the training on 'Advance training in IT' for the trainees to be nominated by NASA.
2. The Academy reserves the right to accept / reject any proposal without assigning any reason.
3. Responsibility of the IT-Company for conducting training: The company will conduct the training in a satisfactory manner. The specified course curriculum, period for conducting and completion of training shall be strictly adhered to. NASA will monitor the training periodically and if the execution of the training found unsatisfactory in terms of poor feedback by the trainees / faculty of NASA or not fulfil in terms of conditions of the contract, the same will be discontinued and the security deposit amount will be forfeited.
4. The vendor should provide a list of Govt. clients (along with contact details) trained by it, in the last 3 years clearly indicating the name of the training / course, duration, number of persons trained and total cost of the training.
5. The vendor should submit particulars of the faculty along with the Curriculum Vitae (CVs) clearly indicating about their key qualification, employment records, training and project management experiences with regard to imparted training.
6. Any deviation from the list of Faculty provided to NASA, would be considered as deviation from the agreed terms and conditions.
7. The vendor shall give full particulars and information with regard to fortnightly progress of the trainees and evaluation of the faculty and shall permit NASA representative to be present in the classes any time for assessing the quality of training.
8. The documents with regard to each class lecture/ presentation, books and materials will be supplied to trainees well in advance.
9. A copy of all books/ reports/ materials given by the vendor to the trainees should be provided to NASA.
10. The required softwares for organising the training shall be provided and installed successfully by the vendor before the commencement of training.
11. Criterion for ineligibility: In case of blacklisting by Government of India and/ or any State or UT Governments, the vendor will not be eligible to send a cost proposal. An eligibility certificate should be produced by the Chief Managing Director/ Managing Director of the company on their letter head.
12. The company should not transfer or assign the contract to other party in any manner.
13. The vendor will be required to furnish all information and certification as indicated in the proforma for cost proposal supplied by NASA. Incomplete proforma in any respect will summarily be rejected.
14. The vendor shall deposit a sum of Rs 25,000/- as earnest money deposit, in the form of Demand Draft valid for 45 days beyond the validity of cost proposal from a nationalized Bank in favour of the Pay & Accounts Officer, M/o Statistics & PI, New Delhi, along with the cost proposal. The successful bidder will be required to deposit 10% of the approved cost towards the security deposit, in the form of Demand Draft valid for 60 days beyond the entire period of the contract from a nationalized Bank in favour of the Pay & Accounts Officer, M/o Statistics & PI, New Delhi.
15. In the event of any loss of Government material or damage there to during the training period, NASA shall be entitled to forfeit security deposit 10% of the approved cost and / or to recover the liquidated damages on behalf of the Secretary, Ministry of Statistics & PI by way of penalty from the Company as decided by the component authority.
16. After the completion of the training, final Bill should be submitted to the National Academy of Statistical Administration (NASA) Ministry of Statistics & PI for final payment.
17. The vendor shall comply with the instruction as entailed in the contract with National Academy of

18. In case of any dispute between NASA and the firm on the terms and conditions of cost proposal, matter shall be referred to the Arbitrators and the decision of the Arbitrators shall be final and binding of the parties.

Signature of the Head of Company

with

Name,

Address

Telephone No.,

Fax No.

E-mail address,

Date and Stamp

Registration no.

Annexure -III

Course contents – Advance IT Trg for NASA
C++ Programming (03 weeks = 15 days)
Introduction to Computers, Number System and Programming Languages
Introduction to Operating System concepts
Basics of Programming
Introduction to C++ Programming and OOPs
Introduction to Classes and Objects
Introduction to controls
Program Components in C++
Arrays
Pointer Variable Declarations and Initialization
Class Scope and Accessing Class Members
Fundamentals of Operator Overloading
Introduction to Inheritance
Polymorphism Examples
Streams
Introduction to Exception Handling
RDBMS and MS Access 2007 (02 weeks = 10)
Introduction to Databases
SQL
Views
E-R Model
Storage and File structure
Introduction to MS-Access
Entering records
Creating relationships
Creating a Form
VBA programming fundamentals
ORACLE (3 Weeks = 15 days)
Basic Concepts
Introduction to the Oracle Server
Data Dictionary
Tablespaces and Datafiles
Data Blocks, Extent and Segments
Scheme Objects
SQL
SQL+Plus
Basic SQL
SCHEMA OBJECTS
Data Integrity
Creating and Maintaining Tables
Indexes
Sequences
Views
Users, Privileges, and Roles
Synonyms
PL/SQL
PL/SQL
Triggers

Stored Procedures and Functions
Packages
Cursors
Transactions
DISTRIBUTED PROCESSING
Distributed Processing
Replication
UTILITIES
Export
Import
DBVERIFY
SQL*Loader
INTERNET RESOURCES
Oracle Web Publishing Assistant
<i>VB.NET Programming(02 weeks=10 days)</i>
Introduction to .NET programming
Introducing Visual Basic .NET
Basics of Programming
Introduction to controls
Input Validation
Repetition and Multiple forms
Text Files, Arrays and Lists
Exception Handling
Handling Input/Output tasks
Interoperability
<i>ASP NET Programing (02 weeks=10 days)</i>
Overview of ASP.NET
Working with Code-Behind Files
Creating Master Pages
Overview of ADO.NET
Best Practices for Managing Connections and Performing Queries
Introduction to ASP.NET AJAX
Overview of XML Web Services
State Management
Web Application Security Overview
Ensuring Quality by Debugging, Unit Testing, and Refactoring

These are indicative, which may be changed depending upon the requirement of NASA.