NOTICE INVITING REQUEST FOR PROPOSAL (RFP) through Limited Tender Enquiry for Conduction of Big Data Analytics module of 4-weeks duration for the officers of Indian Telecommunication Services (ITS).

Tender No. No. 7-2/2023-NTI.ICT   **Dated 05.07.2023**

Limited tenders from identified bidders are invited against request for proposal by DG, NTIPRIT from IISc and IITs for Conduction of Big Data Analytics module of 4-weeks duration for the officers of Indian Telecommunication Services (ITS) starting from 18.09.2023. Schedule of RFP is as under:

Date/Time of Publishing of Limited Tender	By 1700 hrs of 05.07.2023
Bid submission end Date/Time	1700 hrs of 21.07.2023
Date/Time of opening of Bids	1800 hrs of 21.07.2023

The identified bidders may submit the bids in sealed cover to ADG (ICT) NTIPRIT, Room No. 2306, Academic Building, ALTTC Campus, Ghaziabad (U.P.) before scheduled date and time in the prescribed proforma as per **Annexure-2** of the Requirements and Terms and Conditions document. The purchaser reserves the right to seek actual documents during evaluation of the bid.

This notice is being published for information only and is not an open invitation to quote in this limited tender. Participation in this limited tender is by invitation only and is limited to identify Bidders only. Unsolicited offers are liable to be ignored. However, suppliers who desire to participate in such tenders in future may apply for registration with NTIPRIT as per procedure.

Assistant Director General (ICT)
NTIPRIT, Ghaziabad
Phone: 0120-2755313

Government of India
Ministry of Communications
Department of Telecommunications
National Telecommunications Institute for Policy Research, Innovation and Training
Admin Building, ALTTC Campus, Govt. of India Enclave, Ghaziabad– 201002

Requirements and Terms & Conditions

for conducting

Certification Course on BIG DATA ANALYTICS

for

Officer Trainees of

Indian Telecom Service (ITS), Group-A

No: 7-2/2023-NTI.ICT   Dated 30th June, 2023

Subject: Requirements and Terms & Conditions for conducting a four-week Certification Course on BIG DATA ANALYTICS for the Officer Trainees of Indian Telecom Service (ITS), Group-A

1. The National Telecommunications Institute for Policy Research, Innovations & Training (NTIPRIT) is a premier training institute of the Department of Telecommunications, Govt. of India. NTIPRIT is a Central Training Institute (CTI) enlisted with DoP&T and administers, inter-alia, the two-year Induction Training curriculum to the Indian Telecom Service (ITS) Group-A and Group-B Officers recruited through UPSC Engineering Service Examination.

2. The officers of Indian Telecommunication Services (ITS) have a major role to play in securing the digital frontiers of the country by using predictive analysis modelling, Big Data Analytics for creating databases, compiling various information from government databases, collecting patterns of intelligence and providing technical intelligence to Intelligence and Law Enforcement Agencies. Big data mining and analytics helps uncover hidden patterns, unknown correlations, and other useful business information. It is understood that Big Data is high volume, high velocity and high variety information asset that demand cost-effective and innovative forms of information processing for enhanced insight and decision making. Therefore, keeping in view the importance of such technological areas and to ensure the quality of training, it has been decided that a module on Big Data for ITS officers may be conducted at a leading institution of the country having expertise in this area.

3. Brief details of the **training program and the requirements** are as under:

   a. **Profile of Officer Trainees (OTs)**: The ITS Group-A Officer Trainees (OTs) are engineering graduates/ post-graduates with some OTs having previous job experience also. They have joined the Department of Telecom after selection through the Engineering Services Examination (ESE) conducted by Union Public Service Commission (UPSC). During their Induction training at NTIPRIT, they undergo extensive classroom and field training on functions of Dept. of Telecom, on technical topics related to Telecom & ICT, as well as on administrative rules, establishment rules, vigilance & disciplinary proceedings etc.

   b. **Scope of the Training Programme:**
      i. **Name of Course**: Certification Course on Big Data Analytics
      ii. **No. of participants**: 28 (26 ITS Trainees and up-to 2 NTIPRIT faculty)
      iii. **Course Duration**: 4 (four) weeks
      iv. **Schedule**: **18.09.2023 to 13.10.2023.**
      v. **Pedagogy:** Lectures along with hands-on experience. Desktops/ Laptops with desired computing capabilities and software must be provided to the participants for the duration of the course, for hands-on experience.
      vi. **Course Content**: The module on Big Data Analytics must cover the following:

         i. Introduction to Python and Java

    ii. Exposure to Data Analytics through Python and its Libraries

    iii. Applying analytics on Structured & Unstructured Data

    iv. Understanding the Big Data Platform and its Use cases

    v. Overview of Apache Hadoop

    vi. Providing HDFS Concepts and Interfacing with HDFS

    vii. Understand Map Reduce Jobs

    viii. Providing hands on Hadoop Eco-system

    ix. Use of Big Data in Governance: Case Studies

c. **The institute must have dedicated infrastructure for Big Data Platform (both hardware and software) as well as dedicated qualified, expert and experienced faculty well versed in the respective subject areas for conducting the course so as to meet the training requirement detailed above.** The institute shall provide a brief description of the Big Data Platform (both hardware and software) available with it for conducting this course as well as profile of the faculty including their expertise, experience, achievements etc in their subject area.

d. The module must include theory as well as practical sessions. It is expected that theory/ lectures duration and lab/ hands-on durations are well balanced. **Lab/ Hands-on sessions should not be less than 40% of the total sessions.** A list of proposed topics and sub-topics for the training programme is placed at *Annexure -1.* However, the institution may propose any amendments/ additional content it deems appropriate to include in the module so as to meet the objectives of the training.

e. The medium of instruction during the training programme shall be English. Training material like folder/writing pad/pen etc./Reading material/ printed handouts on relevant topics must be provided to the Officer Trainees, for self-study and revision purpose.

f. For the course conducted at the institute, the Officer Trainees must have free access to academic amenities like Library/ Reading room/ Computers & Internet facility/sports facilities in the campus etc.

g. Towards the end of the course, a test for assessing the understanding of the participants will be conducted by the institute. The participants shall be evaluated by a compulsory written test plus other methods of evaluation like presentation, group work, project etc as deemed appropriate by the institute. The pattern of the test paper may be a judicious mix of objective type, very short & short answer type questions relating to the topics which have been covered, with varied complexity. The arrangements for the tests, including evaluation of the answer-sheets and compilation of the results shall be done by selected Institute. The institute shall ensure that answer sheets for a module test are evaluated within a week time from the date of conduction of the test and the results of the test are e-mailed to NTIPRIT at the earliest. The qualifying criteria for the module are as under:

(a) It will be necessary for every Officer Trainee to secure at least 50% marks in the test.

(b) Every Officer Trainee shall have to maintain a minimum attendance of 60%.

In case the participant fails to secure 50% marks in the test or fails to appear in the test, he/she will be given an opportunity to appear in a re-test/re-evaluation, which will be conducted by the institute at the earliest after giving an appropriate notice to the concerned trainee. The institute shall make Officer Trainees aware about the assessment scheme to be followed during the training programme in the beginning of the course itself.

h. **Certificate**: Being a certification course on Big Data Analytics, on completion of course, the participants will be given certificates of successful completion by the institute.

i. **Course Material**
Participants will be provided with relevant text books, printouts of the course material, slides etc for the lectures and labs.

j. **Computing Facility**
Participants will have access to a computing cluster of the institute that runs all necessary software and platforms such as Python, Hadoop, Spark, etc.

k. **Facilities**
The participants will have access to the library and the other facilities at the institute for sports/ recreation/outdoor activities.

l. **Boarding and lodging for the course conducted at the institute:**
   i. The participants will arrange their BOARDING AND LODGING as per their entitlements. However, the institute may have arrangement for accommodation and meals for the participants who opt for the same as detailed below.
   ii. If availed, the charges for boarding and lodging shall be paid directly by the officer trainees i.e. on individual basis, to the institute based on the actuals. The institute/ any authorised agency on behalf of institute shall provide proper invoice to the participants so that they are able to submit their claims to NTIPRIT.
   iii. **Accommodation**: The accommodation at the institute should be commensurate to the profile of the Officer Trainees. The accommodation is to be provided on individual basis and must have facilities like bed with mattresses and bedsheets, Almirah, Study table and Chair, AC, attached bathroom etc.
   iv. **Meals**: The institute may have provision for all the meals on weekdays as well as weekends to the participants who opt for the same at the institute.

m. **Venue:** The Course shall be conducted at the institute. However, for the purpose of case studies or any special lab facilities, the officers may also be taken outside of the campus by the institute on need basis. The Officer Trainees will be entitled to avail boarding & lodging facilities at the Institute at their discretion during all days of the training programme as detailed above.

The Officer Trainees may arrive in the campus of the institute one day before the commencement of the Course and may leave one day after the course completion.

n. **Handling of attendance and Leaves during the course:**
The general guidelines to be followed by the selected institute are as under:
   (i) Generally, leaves are not to be granted to the Officer Trainees during the training programme. However, in exceptional cases, leave application submitted by an Officer

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Trainee may be mailed to NTIPRIT with suitable recommendations of the programme in-charge well in advance for consideration and decision by NTIPRIT. The Officer Trainee shall not be permitted to proceed on leave unless the sanction is conveyed by NTIPRIT.

(ii) In general, the Officer Trainees may not be permitted to leave the station on holidays. In exceptional cases only, the application of the Officer Trainee shall be mailed to NTIPRIT and Officer Trainee shall be permitted to leave the station only after receipt of permission from NTIPRIT in this regard.

(iii) The attendance shall be taken during forenoon and afternoon on each day of the training programme including academic tour/visits etc. The attendance sheet duly signed by authorized officer of the institute shall be mailed to NTIPRIT on daily basis.

The institute shall make all Officer Trainees aware of how to conduct themselves during the entire period of course including discipline to be maintained in the campus through a class room session to be held in the beginning of the training programme. The institute shall also monitor the conduct of the Officer Trainees during the training and cases of misconduct and indiscipline on the part of an Officer Trainee shall be reported to NTIPRIT with full details of the case as soon as possible.

o. After completion of the course, the institute shall provide to NTIPRIT various course related documents like executed time table (duly certified by programme in-charge), compiled feedback received from the participants along with proposed action plan, joining reports, participation/relieving order, assessment report, course conduction summary, leave records etc. For online mode, these documents shall be provided as soft copies.

p. The training programme shall be conducted exclusively for the ITS Officer Trainees. In case of any deviation due to unavoidable circumstances, prior approval of NTIPRIT will be sought before scheduling the training program and decision of the NTIPRIT shall be final and binding on the institution in this regard.

q. The institute shall nominate a Course in-charge for conducting the course and also an administrative coordinator from the institute to coordinate with NTIPRIT regarding all administrative and financial matters. The institute is, however, free to nominate the same person as Course in-charge and administrative coordinator as per its convenience.

4. **PAYMENT TERMS & CONDITIONS**: The payment terms for a batch shall be as follows:
   4.1. **40 % payment as advance payment**
   4.2. **60 % payment after the successful completion of the course.**

NTIPRIT shall release the payment on submission of bill/ invoice by the Institute. The bill/ invoice shall not include the charges for boarding and lodging of the participants as those charges shall be paid directly by the participants, if availed. It should be noted that NTIPRIT shall make payment only for actual number of participants who attended the training programme.

5. **Eligibility**: For participating in the process of selection, the institute is required to meet following two criteria:
   i.   Only IITs & IISc Bangalore are eligible to apply

     ii.   The institute must have conducted *'at least two courses of at least two-week duration'*

          or

     'one or more courses with combined duration of 120 hours' on Big Data Analytics during last 3 calendar years i.e. Since January, 2020 to till 21st July 2023.

6. SUBMISSION OF PROPOSAL:

6.1. The proposal must be clearly titled as

    "PROPOSAL FOR CONDUCTION OF CERTIFICATION COURSE ON BIG DATA ANLYTICS"

6.2. **Proposal shall be divided into two parts viz. technical proposal and financial proposal.**

6.3. The '**Technical Proposal' is** to be sent through email at the following email-id:

    siddharth.kumar@gov.in

    However, NTIPRIT reserves the right to seek any documents in original, including the technical proposal itself, during evaluation of the proposals. In such a case the same shall be submitted by the institute at the following address:

    "ADG (ICT) NTIPRIT, Room No. 2306, Academic Building, ALTTC Campus, Ghaziabad (U.P.)."

6.4. The **Technical Proposal** must include the following**:**

    i.   Introduction of the Institute with relevant details for **eligibility condition as indicated in Para 5**.

    ii.   Brief of the Big Data Courses conducted in last three calendar years.

    iii.   Proposed Training programme containing the training content in detail along with tentative weekly Time-table for the course. It may be noted that five-day week pattern is to be followed for training.

    iv.   The details of accommodation and other amenities which may be availed by the participants at their discretion.

    v.   Name and contact details of the course in-charge at the institute and a coordinator from the institute to coordinate with NTIPRIT.

    vi.   A scanned copy of this 'Requirements and Terms & Conditions' document without prices, duly signed on every page by the authorised signatory. This shall be construed as an acknowledgement of and agreeing to the requirements and terms and conditions of this document. ***Please note that the prices should not be filled in this document being sent with the technical proposals.***

    vii.   Any deviations from the requirements and the terms & conditions as contained in this document.

    viii.   **Duly filled and signed CHECKLIST as per Annexure -4.**

    ix.   Any other specific information / credentials /supporting documents.

6.5.   The **'Financial Proposals'** must be submitted in original by the institute in **separate sealed envelopes** at the following address, either by hand or through Registered Post:

"ADG (ICT) NTIPRIT, Room No. 2306, Academic Building, ALTTC Campus, Ghaziabad (U.P.)."

6.6. In the Financial proposal, the institute shall quote the prices/rates as specified in the Financial Quote format given at **Annexure-2** for Course at the institute.

6.7. The travel expenses for the officer Trainees, to and from the selected training institute will not constitute cost element in the quote as such cost shall be borne by NTIPRIT.

6.8. At present, GST is not applicable for training of Govt. officers vide Department of Expenditure Notification No. 12-2017-Central Tax (Rate) dated 28.06.2017 (Sl.72) of Ministry of Finance. However, if the GST or any other Tax, becomes applicable in future, it shall be paid by NTIPRIT as per the actual rate prevailing at the time of billing. **Therefore no tax component should be added to the financial quote.**

6.9. NTIPRIT may, at its discretion extend the deadline for the submission of the proposals.

6.10. The **technical proposals (through mail)** and the **financial proposals (hard copy in original)** must reach NTIPRIT **by 21st July, 2023.**

7. VALIDITY OF PROPOSALS:

The proposal and prices quoted in the Financial Proposal shall remain valid for acceptance till **21st October, 2023.**

8. PROPOSAL EVALUATION AND SELECTION CRITERIA:

8.1. The proposals of only those institutes shall be considered who are found to be eligible as per para '5' above regarding the eligibility.

8.2. To assist in the examination, evaluation and comparison of the proposals, NTIPRIT may, at its discretion, seek clarification/ document(s) from the institute.

8.3. The proposals will be evaluated to determine whether they are complete, whether documents have been properly submitted, and whether proposals are generally in order.

8.4. Proposal shall be considered substantially responsive if it conforms to the terms and conditions without any material deviation.

8.5. NTIPRIT or its authorized representatives shall have the right to inspect the institute, for verification of facts furnished by the institute in support of its proposal, documents, and the institute is bound to answer any query made by NTIPRIT.

8.6. **NTIPRIT shall shortlist only those proposals which qualify the eligibility criteria and meet the requirements substantially as contained in this document**.

8.7. The Financial quotes of technically unsuccessful institutes would not be opened.

8.8. Prices quoted in the Price Schedule only will be considered for evaluation.

8.9. **Selection of the Institute shall be based on the overall lowest financial quote among the technically successful institutes.**

8.10. **Methodology for resolving tie:** During financial evaluation, in case there is a tie between two academic institutes, the institute which is ranked higher in overall NIRF ranking 2023, shall be selected.

9. PROPOSAL

9.1. The technical proposal must contain the following:

a. A **broad programme design** covering the topics as contained in **Annexure-1.** The Institution may suggest additional topics with reasons.

     b. The programme design must be accompanied by a **detailed teaching time-table** for the duration of the module indicating the title and duration of the session and the suggested faculty to cover the topic. The time table must also indicate the pedagogical methods to cover the various topics viz. lectures, hands-on exercises, presentations, project work etc.

     c. A brief background of the **key faculty members** of the Institution, both internal and guests (if any), who would be delivering the training content, must be clearly indicated in the Proposal. The suggested faculty members must be experienced and well versed in their respective topics. In case the applicant institute has a system of recording feedback of performance of the faculty, the proposal may include a brief of performance feedback of the proposed Faculty.

9.2 **Financial Proposal**–The Financial Proposal must contain the following:

     a. The Proposal must contain a financial offer by the Institution for delivering the Program as detailed in the Technical Proposal.

     b. The financial offer must contain a detailed break-up of the costs as indicated in the **Annexure-2**.

     c. The offer must clearly indicate the Institute's standard published rates, if any, in public domain for conducting similar training courses and any discount offered to NTIPRIT over the standard published rates.

     d. In case there is a major change in the agreed design of the training module vis-à-vis the module actually delivered, NTIPRIT reserves the right to make suitable deductions from the amount payable.

10. **Liquidated Damages:** The training work must be executed as stipulated herein, failing which compensation @ 0.5% of payment will be levied for each week of delay in the work, __subject to a maximum compensation of 5%__. Quantum of liquidated damages assessed and levied by the NTIPRIT shall be final and shall not be challengeable by the selected institute. In case of prolonged delays, NTIPRIT may get the work done by a third party and such cost of training works shall have to be borne by the institute, in addition to the liquidated damages. If the services remain unsatisfactory despite being given a chance to improve in this regard, NTIPRIT reserves the right to terminate the contract at the risk and cost of the selected institute.

11. **FORCE MAJEURE:** If, at any time, during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war or hostility, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (hereinafter referred to as events) provided notice of happenings of any such eventuality is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance, and deliveries under the contract shall be resumed as soon as practicable after such an event come to an end or cease to exist, and the decision of the NTIPRIT as to whether the deliveries have been so resumed or not shall be final and conclusive. Further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reasons of any such event for a period exceeding 60 days, either party may, at its option, terminate the contract without any financial repercussion on either side.

Notwithstanding the punitive provisions contained in the contract for delay or breach of contract, the institute would not be liable for imposition of any such sanction so long as the delay and/or failure of the supplier in fulfilling its obligations under the contract is the result of an event covered in this(FORCE MAJEURE) clause.

12. **Arbitration Clause:** In the event of any question, dispute or difference arising under this contract or in connection therewith, except as to matter the decision of which is specifically provided under this request for quotes, the same shall be referred to sole arbitration of the Secretary, Department of Telecom, or in case his designation has been changed or his office is abolished then in such case to the sole arbitration of the officer for the time being entrusted whether in addition to the functions of the Secretary, Department of Telecom, or by whatever designation such officer(s) may be called (hereinafter referred to as the said officer) and if the Secretary or the said officer is unable or unwilling to act as such, to the sole arbitration or some other person appointed by the Secretary or the said officer. The agreement to appoint an arbitrator will be in accordance with the Arbitration and Conciliation Act, 1996.

There will be no objection to any such appointment that the arbitrator is Government Servant or that he has to deal with the matter to which the RFQ relates or that in the course of his duties as Government Servant he has expressed views on any or all of the matter under dispute. The award of the arbitrator shall be final and binding on the parties. In the event of such arbitrator whom the matter is originally referred, being transferred or vacating his office or being unable to act for any reason whatsoever, such Secretary DoT, or the said officer shall appoint another person to act as arbitrator in accordance with terms of the RFQ and the person so appointed shall be entitled to proceed from the stage at which it was left out by his predecessors.

The arbitrator, may from time to time with the consent of the parties enlarge the time for making and publishing the award, subject to the Arbitration and Conciliation Act, 1996, and the rules made there under, any modification thereof for the time being in force, shall be deemed to apply to the arbitration proceeding under this clause.

The venue of the arbitration proceeding shall be the office of the Secretary, Department of Telecom, at New Delhi or such other places as the arbitrator may decide.

13. **Legal:** The contracts shall be interpreted in accordance with the law of the Union of India and dispute, if any, will be subject to the jurisdiction of courts in Ghaziabad.

14. **NTIPRIT'S RIGHT TO ACCEPT ANY PROPOSAL AND TO REJECT ANY OR ALL PROPOSALS:**

NTIPRIT reserves the right to accept or reject any proposal, and to annul the complete process and reject all proposals, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected institute(s) on the grounds for NTIPRIT's action.

ADG(ICT), NTIPRIT
ALTTC Campus, Ghaziabad
Uttar Pradesh. PIN-201002
e-mail: siddharth.kumar@gov.in
Mobile no. : 9560757977

ANNEXURE-1

TOPICS PROPOSED TO BE COVERED IN THE MODULE ON BIG DATA ANALYTICS

1. **Introduction to Python and Java**
   a. Basics of Python including Control flow, expressions, functions, recursions
   b. Data Structures Strings including Strings, Lists, Matrices, Tuples, Dictionary, Queues
   c. I/O and modules including Lambda expressions, Console and file I/O.
   d. Basics of Java including Object oriented programming, control flow, function
   e. Java Collections including Queues, Lists, Lambda expressions
   f. Labs for Hands on problem solving on all the above topics including Python and NumPy/Pandas library, Jupyter notebook for managing programs, Java programming

2. **Data analytics**
   a. Introduction to Data Analysis including Importance of analytics in the age of Big Data, Brief introduction/revision of Probability, Statistics and Random processes, Fundamentals of State and Parameter Estimation theory.
   b. Labs for all the topics above, including the following
      i. Hands on with Pandas, Numpy, Scipy to implement and solve case studies in Statistics and State and Parameter Estimation and Hands-on with Pandas, Spark for data analysis and manipulation.
      ii. To use Python/Pandas/Numpy/Spark MLlib to build ML models, Case studies
      iii. Learn to train, deploy and evaluate regression models on publicly available data.

3. **Big Data, Platform and Use cases**
   a. Big Data Sources
   b. Big Data Challenges
   c. Big Data Platforms

4. **HDFS** Concepts and Designs. Labs on Bash, Cluster, HDFS Hands-on.

5. **Hadoop and MapReduce**
   a. Hadoop and MapReduce basics including MapReduce programming model and Hadoop runtime. Interfacing with HDFS.
   b. Advanced MapReduce with Spark including Dataflow programming with MapReduce extensions in Spark. Spark runtime, Interfacing with HDFS, GraphX and Streams with Spark
   c. Labs for writing simple and complex programs with Hadoop in Java, PySpark Hands-on for writing programs with Spark in Python, PySpark Case Study on Processing semi-structured data using Spark in Python, GraphX hands-on for writing programs for graph analytics with GraphX in Python. Developing advanced analytics using Spark in Python.

6. **Use of Big Data in Governance: Case Studies**

7. **Project Work**

8. **Test**

ANNEXURE-2

Proforma of Financial Quote for the course to be conducted at the institute

The 'Financial Quote' must submitted in original by the institute in a sealed envelope at the following address:

"ADG (ICT) NTIPRIT, Room No. 2306, Academic Building, ALTTC Campus, Ghaziabad (U.P.)."

The cost details are to be provided in the following format for Price Schedule:

TABLE - 1

No.	Item	Per Day Cost per participant	Days	Total per participant	Participants	Total
	PRICE SCHEDULE					
	Number of participants	28				
1.	Training fees (Faculty, tutors etc and inclusive of working lunch and snacks & tea twice a day)		20		28	
5	Training material (text books, lecture notes, publications, etc.)	**Cost per Participant**			26	
6	Laptop rental and any other item (Details to be provided)	**Cost per Participant**			26	
7	Contingency					
8	Total					
9	Institute overheads	Percentage of the Total above (to be paid on the basis of actuals)				
10	Taxes	**NIL**				
11.	**GRAND TOTAL**	Rupees .... (in words)				
12	**Cost per Participant (All inclusive)**	Rupees .... (in words)				

Signature, name and stamp of the authorized signatory

Date:

Note:

1. In case of any discrepancy in Total Cost and actual total of overall fee, the actual total of overall fee shall prevail.

2. In case of discrepancy between the total cost and cost obtained by summation of individual items, the latter shall prevail.

3. In case of any discrepancy in amount in figures and word, the amount written in words shall prevail.

4. GST is not applicable for training of Govt. officers vide Department of Expenditure Notification No. 12-2017-Central Tax (Rate) dated 28.06.2017 (Sl.72) of Ministry of Finance. However, if the GST or any other Tax, becomes applicable in future, it shall be paid by NTIPRIT as per the actual rate prevailing at the time of billing.

5. The travel expenses for officers up to the selected training institute and back will not constitute cost element in the quote as such cost shall be borne by NTIPRIT.

6. However, any travel cost involved for the purpose of any field/ lab visits during the course, may be included in the training fee.

7. The charges for boarding and lodging shall be paid to the institute directly by the officer trainees (who opt for the same from the institute) on individual basis, based on the actuals. The institute/ any authorised agency on behalf of institute shall provide proper invoice to the participants so that they are able to submit their claims to NTIPRIT.

8. NTIPRIT shall make payment only for actual number of participants who attended the training programme.

Signature, name and stamp of the authorized signatory

Date:

ANNEXURE - 3

PROFILE OF THE INSTITUTE

1. Full Name of Institute

2. Registered Address

3. Address of correspondence

4. Details of Contact/Authorized Person
   Name & Designation _____
   Address _____
   Tel No. (Landline) _____ Mobile _____
   Email ID _____ FAX: _____

5. PAN/GIR No.: _____

6. GST Registration No.: _____

7. Bank Account details of the institute:
   a. Name and address of Bank
   b. Account no.
   c. MICR no.
   d. IFSC code of Branch

8. Any other relevant information:

(Signatures of authorized signatory)
Name_____
Designation_____
Seal:

ANNEXURE-4

CHECK LIST

S.No.	ITEM	YES/NO
1.	Brief description of the Big Data Platform (both hardware and software) available for conducting the course	
2.	CVs/ Profile of the faculty including their expertise, experience, achievements etc in their subject area	
3.	Details/ documents regarding eligibility clause	
4.	Hands-on sessions not less than 40%	
5.	Acknowledge that the course will be conducted from 18.09.2023 to 13.10.2023 (4-weeks).	
6.	Proposed Training programme containing training content in detail	
7.	Time Table for the course	
8.	Details of accommodation and other amenities which may be availed by the participants at their discretion	
9.	Name and contact details of the course in-charge at the institute and a coordinator from the institute to coordinate with NTIPRIT	
10.	Proposal for conducting course at the institute	
11.	Technical Proposal being sent through mail	
12.	Filled Price schedule (in the financial proposal for the same) as per the format contained in Annexure-2	
13.	Financial Proposal being sent in a separate sealed envelope through post/ courier	
14.	Copy of this 'Requirements and Terms & Conditions' document **without prices**, duly signed on every page by the authorised signatory, being sent with the technical proposal on mail.	
15.	Deviations, if any, being submitted along with technical proposal	
16.	Validity of the proposals for acceptance till 21st October, 2023	