

**INDIAN INSTITUTE OF COAL MANAGEMENT  
KANKE, RANCHI - 834 006**

Ref. No. ED/IICM/PCMM/2018-19/508

Date: 11.07.2018

**NOTICE INVITING QUOTATION**

To,

1. Univate Solutions, Bangalore
2. CUNIX Infotech Pvt. Ltd., Mumbai
3. KPMG, Chennai
4. ProMinds Global Solutions Private Limited, Hyderabad
5. QAI India Limited, New Delhi
6. QValue Services Private Limited, Kolkata
7. TUV Rheinland India Private Limited, Bangalore
8. Clear Steps, Chennai
9. Concept Quality Assurance Labs Pvt. Ltd., Hyderabad
10. CyberQ Consulting Pvt Ltd, New Delhi
11. Greenfield Solutions, Kolkata
12. Infocareer Pvt Ltd, Chennai
13. Innovative Quality Certifications Private Limited, Pune
14. IQI Consulting Services Private Limited, Noida
15. IT Frameworks Advisory Assessment & Training Services, Pune
16. IT Process Advisory Compliance & Training Services, Pune
17. Prasar Software Quality Associates, Bangalore
18. Proincite IT Process Consulting Private Limited, Hyderabad
19. Prolab Technologies, New Delhi
20. Qminds Consulting Global Pvt. Ltd, Bangalore
21. QualityWaves Benchmark LLP, Hyderabad
22. Quaxil Consultants, Thrissur
23. SFO Technologies Pvt Ltd., Trivandrum
24. TCS America, Mumbai
25. TUV India Private Limited, Mumbai
26. DQS Certification India Private Limited, New Delhi
27. Ratnavi Consulting LLP, Hyderabad

**Subject : Offer for conducting two-day workshop on People Capability Maturity Model (PCMM) for executives of Coal India Limited and its subsidiaries at IICM, Ranchi tentatively on 06<sup>th</sup> and 07<sup>th</sup> August 2018**

Dear Prospective Bidder,

Indian Institute of Coal Management (IICM), Ranchi is planning to organize a two-day workshop on People Capability Maturity Model (PCMM). The workshop is proposed for 25-30 executives of Personnel discipline from Coal India Limited and its subsidiaries

tentatively on 06<sup>th</sup> and 07<sup>th</sup> August, 2018 at IICM Ranchi. The objective of such workshop is to make aware the target participants different levels of People Capability Maturity Model (PCMM) and to impart the know how to enable them to assess the level of PCMM in Coal India Limited and its subsidiaries.

Sealed offers/quotations are invited to organize the two-day workshop including an overview on PCMM at IICM, Ranchi.

**Schedule to Quotation:**

Sl. No.	Particulars	Date	Time
a.	NIQ Publication date	12.07.2018	12:00 noon
b.	NIQ download/collection start date	12.07.2018	12:00 noon
c.	NIQ download/collection end date	19.07.2018	12:00 noon
d.	NIQ Submission start date	14.07.2018	12:00 noon
e.	NIQ submission end date	19.07.2018	03:00 PM
g.	NIQ opening date	19.07.2018	03:30 PM

NIQ can be downloaded from IICM website ([www.iicm.ac.in](http://www.iicm.ac.in)) or collected from Manager (Personnel), IICM, Ranchi situated on the 1st floor of the institute building of IICM, free of cost, during office hours of week days till 12:00 noon of 19.07.2018. Sealed Envelope containing the NIQ, Annexure-A and all required documents shall be addressed to **General Manager (Pers.), Indian Institute of Coal Management, Kanke, Ranchi - 834 006** and super-scribed as **“Quotation for Two Day Workshop on PCMM at IICM, Ranchi”**.

**Validity of offer:** The quotations shall remain open for acceptance till 90 days from the date of opening of Quotation.

**TERMS AND CONDITIONS OF QUOTATION ENQUIRY:**

1. Bidder has to submit the copy of the downloaded/ collected NIQ duly signed and stamped with the official stamp in the name and style of the firm affirming that the bidding firm is in agreement with the terms and conditions of the NIQ.
2. Offer is to be submitted strictly as per the prescribed format marked as Annexure-A and complete in all respect, failing which, the offer will be liable to be rejected.
3. The Bidder should be a CMMI Institute Partner.
4. Workshop on PMCC at IICM, Ranchi will be tentatively organized on 06th and 07th August 2018 from 09:45 AM to 1:15 PM & 2:15 PM to 5:30 PM on each day.
5. Number of participants shall be tentatively 25-30.
6. Pickup/Drop Facility, accommodation and food for the faculty at Ranchi shall be provided by IICM. Travelling charges by shortest route of Air Economy Class or Rail First AC shall be reimbursable limited to the amount quoted in Annexure ‘A’ and subject to submission of documentary evidence such as Boarding Passes, Rail Tickets, Taxi bills etc.
7. Bidder will also need to give courseware/reading material to the attending participants (25-30 Participants) of the said workshop. CDs/DVDs provided by

IICM will be distributed to the participants, therefore a soft copy containing all the lectures/PPTs during the program shall also be submitted by the bidder to the undersigned.

8. Bidder has also to submit the following documents in sealed envelope:
  - Self-attested copy of the PAN card of your organization or institute or establishment.
  - Self-attested copy of GST registration of your organization or institute or establishment.
  - Self-attested copy of the work order or experience certificate issued by for any Corporate, Society, Institute, Public Sector or Government organization indicating that similar job has been taken by your organization or institute or establishment in the recent past.
  - Self-attested copy of the relevant documents in support of being a CMMI Institute Partner.
9. Offers are to be submitted strictly as per the prescribed format and complete in all respect, failing which, the offer will be liable to be rejected. IICM reserves the right to accept or reject any or all bids/proposals or part thereof whether low or high, to accept one or more items of a bid/proposal without obligation as to other items, and to waive any informalities or irregularities.
10. 100% Payment after statutory deductions shall be made within 21 days after successful completion of workshop at IICM and submission of tax invoice bearing GSTIN of IICM (**GSTIN 20AAATI4669P1ZB**) as per your quoted rate. Payment will be made through electronic transfer RTGS/NEFT for which the successful party will have to submit necessary bank account details in the prescribed IICM format (Format will be given to successful bidder).

sd/-  
General Manager (Pers.)  
IICM, Ranchi

Distribution:

1. Head, IICM
2. General Manager (IE), IICM
3. General Manager (P/Rect/PC), CIL
4. IICM Website
5. Notice Board – IICM/CCL/CMDPIL

**INDIAN INSTITUTE OF COAL MANAGEMENT  
KANKE, RANCHI – 834 006**

Ref. No. ED/IICM/PCMM/2018-19/508

Date: 11.07.2018

**PRICE BID**

**(BILL OF QUANTITY)**

SI No.	Particulars	Faculty Charges Per day	GST Rate and Amount	Total Amount per day incl. GST	Total Amount for Two days incl. GST
1.	Training/Faculty Charges				
Total Amount for Two days incl. GST (in words)					

SI No.	Particulars	Courseware Charges per participant	Courseware Charges for 25 participant	Taxes, if any	Total Amount incl. Taxes
2.	Courseware Charges for 25 Participants				
Total Amount (in words)					

SI No.	Particulars	Total Amount
3.	Travel Expenses including local conveyance	
Total Amount (in words)		

<b>Grand Total of SI No. 1, 2 &amp; 3 including all taxes (In numbers)</b>	
<b>Grand Total of SI No. 1, 2 &amp; 3 including all taxes (In words)</b>	

**Note:**

1. Offers will be evaluated on totality basis (Grand Total amount of SI No. 1, 2 & 3) not on individual basis of SI No. 1, 2 & 3 and offer is to be submitted strictly as per the prescribed format and complete in all respect, failing which, the offer will be liable to be rejected.
2. Courseware for over and above 25 participants shall be paid on pro-rata basis. If courseware charges are not quoted separately, it will be deemed that training/faculty charges are inclusive of courseware charges.
3. If travel charges are not quoted separately, it will be deemed that training/faculty charges are inclusive of travel expenses. if quoted separately shall be reimbursable up to the amount quoted and on submission of documentary evidence.

Seal and Signature of the  
Bidder/ Authorized Signatory

Place:

Date: