

**INDIAN COUNCIL FOR CULTURAL RELATIONS**  
**AZAD BHAVAN, I.P. ESTATE, NEW DELHI-110002**

F.No. ICCR-ICC00th/70/2023-ICC

Dated: 01/02/2024

**(NOTICE INVITING QUOTATION)**

**Subject:** Quotation for providing one month residential training programme in Yoga.

The Indian Council for Cultural Relations (ICCR), Ministry of External Affairs, Govt. of India, I.P. Estate, New Delhi-110002 invites bids for providing one month residential training in Yoga.

**SCOPE OF WORK**

2. One of the main activities of the council is to propagate and expand Indian Art, culture & languages abroad. In order to promote Yoga, Hon'ble Prime Minister has proposed to establish Yoga Centers in Pacific Island Countries(PICs). To implement the proposal of Hon'ble Prime Minister, ICCR intends to organize one month residential training programme for 31 participants from PICs so that after completion of training they may be able to teach and propagate Yoga in PICs.

3. Quotations are invited to organize one month residential training programme for 31\* participants tentatively from 01.03.2024 to 31.03.2024. Exact dates for the proposed training will be intimated in due course of time. Quotations from interested bidders are invited in the following format:

Particular	Amount in (Rs.)	
	Per Student	Composite
Training fee		
Boarding & Lodging (On twin sharing basis)		
Any other charges (Please specify, if any)		

4. Detailed terms and conditions for the contract is at Annexure- 1. Sealed quotations are invited from reputed firms who are in this field and fulfil the technical and financial terms and conditions as per the schedule mentioned below:

No. ICCR-ICC00th/70/2023-ICC	Dated : 01.02.2024
<b><u>Important Dates</u></b>	
Date of Publishing	01/02/2024
Bid Document download start date	01/02/2024
Bid submission start date	01/02/2024
Bid submission end date	15/02/2024 at 1400 Hrs.
Date of bid opening	15/02/2024 at 1430 Hrs.

5. The bids should be addressed to the Sr. Programme Director (ICC), Indian Council for Cultural Relations, Azad Bhavan, I.P. Estate, New Delhi-110002.

6. Bidders are also requested to send block training programme, weekly training programme and detailed course coverage including theory, demonstration and practical.

7. The Competent Authority reserves the right to reject any or all the bids without assigning any reason and the decision of the competent authority of the Indian Council for Cultural Relations shall be final and binding.



**(D S Rawat)**

Sr. Programme Director (ICC)

\*The number of participants may vary depending upon further inputs received from concerned Indian Missions abroad.

**TERMS AND CONDITION FOR RESIDENTIAL TRAINING PROGRAMME**

**1. OPTION CLAUSE:-** Indian Council for Cultural Relations(ICCR) based on further inputs received from Indian Missions abroad can increase or decrease the number of participants before the commencement of training programme. Bidders are bound to accept the revised number of participants at the rate on the basis of pro rata basis as mentioned by them.

**2. ELIGIBILITY & KNOWLEDGE CRITERIA:-**

- (i) The bidder must have atleast 5 year experience of conducting Yoga training.
- (ii) The bidder must be recognized by M/o AYUSH or UGC.
- (iv) Instructors should have pleasant personality and good knowledge of Yoga and a minimum 5 years' experience in imparting yoga related training/ teaching.

**3. Accommodation:-** The bidder will provide boarding and lodging to participants at it's premises.

**4. Classes and Certification:-**

- (i) Duration of the course will be one month with the maximum number of non-teaching days restricted to maximum of 4 days.
- (ii) The training will be conducted on the basis of theoretical and practical teaching.
- (iii) The bidder will ensure that the complete curriculum of the training is covered during the period. Any deviation and compensation should be informed to ICCR.
- (iv) Weekly performance of students/ participants will be monitored/ analyzed by instructor/s in order to ensure better performance during the training.
- (v) The bidder on the basis of performance should ensure certification to participants.

**FINANCIAL TERMS AND CONDITIONS**

**5.** The bidder applying to undertake the work will quote their rates (inclusive of applicable taxes) on their official letter head signed by Competent Authority. The payment will be made after conclusion of the training and will be based on satisfactory completion of training.

**6.** It will be the responsibility of the bidder to take care of all formalities, if any, necessary as per orders of any government authority in force.

**7.** The bidder, which submit the bid, are advised to ensure that the prices/ rates quoted are all inclusive including the manpower support required for the execution and continuous monitoring of the training. No deviation in any of the conditions is allowed..

**8.** In the event of two bidders having quoted same rates, preference shall be given to the firm having better profile on the basis of number of years of experience, number of teachers of the firm and number of training sessions conducted, as per information furnished in their Technical Bids.

**OTHER TERMS AND CONDITIONS**

**9.** The bidder shall bear all costs associated with the preparation and submission of its bids and ICCR will in no way be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

10. The bidder is expected to go through all instructions, statements, forms, terms and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not responsible to the bidding documents in every respect will be at the bidder's risk and may result in rejection of the bid.

11. The bidder submitting the bid should not have been blacklisted by any government office/other organization in the past. The bidder should not be under liquidation or court receivership, should not be bankrupt. For this they may submit a declaration/details as mentioned in Technical Bid (Annexure- 2).

12. The bidder must submit their bids (technical and financial in separate envelopes). Financial bids of only those firms would be opened who qualifies in technical bid. Rates should be mentioned in rupees/paise (in words and figures) and if there is any discrepancy in figures and words, the amount mentioned in words will only be accepted. Overwriting will not be permitted and such bids will be rejected forthwith.

13. Technical bid may be submitted as per Annexure-2 in a separate cover superscribing "Technical Bid for Residential Training". Financial Bid may be submitted as per Annexure-3 in a separate cover super scribing as " Financial Bid for supply for Residential Training ". These two sealed covers may be placed in a bigger cover along with block training programme, weekly training programme and detailed course coverage including theory, demonstration and practical.

14. No consideration will be given to a bid received after the stipulated date and time. However, ICCR reserves the right to extend the last date and time for submission of the bids at its own discretion.

15. To assist in Technical evaluation, ICCR reserves the right to call for any clarification from any/all bidder/agency during the evaluation of the bids. Such clarification should be submitted only in writing. However, no other correspondence on bids will be entertained.

16. No price/rate variation/adjustment or any other escalation will be entertained under any circumstances.

17. Overwriting/ corrections in the commercial bid are not permitted and any such overwriting in commercial bid will lead to its rejection.

18. Participation in this bid will imply that the bidder has accepted all the terms and conditions and subsequent modifications, if any, of this bid document.

19. In all matters related to dispute relating to the training, the decision of ICCR office will be final and binding upon the bidders.

### **PENALTY CLAUSE**

20. If at any future point of time it is found that the bidder has made a statement which is factually incorrect or if the bidder does not fulfil any obligations, ICCR may take a decision to cancel the training with immediate effect and/ or debar the bidder from bidding prospectively for a period to be decided by the ICCR and take any other action as deemed necessary.

21. Firms applying for being to execute the work will submit a certificate that the information submitted by them is correct and they will abide by the decision of the ICCR. In case the information submitted by the firm is found to be false and/ or incorrect in any manner, the firm can be suspended and/ or debarred.

22. Notwithstanding any of the provisions mentioned above, for rates and other terms and conditions, in case of any disagreement etc, decision of the ICCR will be final and binding on all bidders participating in this bid..



**(D S Rawat)**

Sr. Programme Director (ICC)

**Technical Bid**

S.No	Particulars	To be filled by the Firm submitting tender
1	Name of the Firm/Agency/ Organisation	
2	Date of Establishment of Firm/ Agency/ Organisation (please attach copy of registration certificate)	
3	Complete Address of the Firm/ Agency/ Organisation with Office Telephone Number/ Fax Number, Mobile Nos. and name of the Contact person(s)	
4	PAN/TAN number (copy of registration to be enclosed)	
5	Service Tax Registration No (copy to be enclosed)	
6	Number of Years of Experience in conducting Yoga training (Copy of at least one supporting document to be enclosed).	
7	Whether the Firm/agency/ Organisation is recognized by UGC or M/o AYUSH. If yes, copy of certificate to be enclosed	
8	Number of teachers employed by the firm/ agency/ Organisation. (Copy of at least one supporting document to be enclosed)	
9	Number of yoga training course conducted so far by the firm/ agency/ Organisation. (Copy of at least one supporting document to be enclosed)	
10	Whether the Firm/agency/ Organisation at any time in the past was blacklisted by any government/other organization? If so, please give details.	

The particulars furnished above are true to the best of our knowledge.

Signature of the authorized person with stamp

Date: \_\_\_\_\_

**Annexure- 3**

**Financial Bid**

Name and Complete Address of the Firm/Agency/ Organisation			
Rate quoted by the Firm/Agency/ Organisation	<b>Particular</b>	<b>Amount in (Rs.)</b>	
		<b>Per Student</b>	<b>Composite</b>
	Training fee		
	Boarding & Lodging (On twin sharing basis)		
	Any other charge (Please specify, if any)		

Signature of the authorized person with stamp

Date: \_\_\_\_\_