

CENTRE FOR EXCELLENCE IN PUBLIC MANAGEMENT
SATYENDRANATH TAGORE CIVIL SERVICES STUDY CENTRE

Netaji Subhas Administrative Training Institute
Government of West Bengal

FC-Block, Sector-III, Salt Lake City, Kolkata-700106, West Bengal, Email: ias.study.ati@gmail.com, Ph: 2341-0123

Memo No: 297/CEPM/34/21-22

Date: 16.01.2023

Subject: Inviting Expression of Interest (EOI) from reputed Coaching Institutes/Academies & MOU with the selected Coaching Institutes/Academies in India.

Background

Centre for Excellence in Public management is an Autonomous body registered under the Society's Registration Act, 1961 headed by the Chief Secretary to the Government of West Bengal. It also runs Satyendranath Tagore Civil Services Study Centre as educational Institution under P&AR Department, Government of West Bengal to provide best quality coaching for UPSC, Civil Services Exam to aspirants from West Bengal. The Centre is housed at the Netaji Subhas Administrative Training Institute (NSATI), Govt. of West Bengal, Salt Lake, Kolkata.

The Centre was inaugurated by the Hon'ble Chief Minister of West Bengal on the 25th January, 2014. In order to provide quality coaching to the students with a view to increasing the selection in the civil services, Satyendranath Tagore Civil Services Study Centre (SNTCSSC) propose to tie up with the best All India coaching Institutes/Academies having their own infrastructure at Kolkata where SNTCSSC will be sponsoring students.

Expression of Interest (EoI)

Satyendranath Tagore Civil Services Study Centre, under CEPM, Govt. of West Bengal, the Procuring Organisation (hereinafter referred to as 'the authority', 'the Head of procurement', 'the procuring Entity' and 'the Procuring Organisation' respectively), invites Expression of Interest (hereinafter referred as the 'EoIs') from eligible and qualified Institutes/Academies for selection for conducting off-line coaching, described in "Terms and Conditions" (hereinafter referred to as 'the Services'). Interested Institutes/Academies should provide sufficient and relevant information demonstrating that they meet the specified eligibility criteria and have the required qualifications to perform the services. This Expression of Interest Document, EoI, (hereinafter referred to as the EoI document'), details the process of such selection. As part of this service procurement process, a Request for Proposal (RFP) for selecting Institutes/Academies shall be subsequently issued to only such shortlisted Institutes/Academies.

CENTRE FOR EXCELLENCE IN PUBLIC MANAGEMENT
SATYENDRANATH TAGORE CIVIL SERVICES STUDY CENTRE

Netaji Subhas Administrative Training Institute
Government of West Bengal

FC-Block, Sector-III, Salt Lake City, Kolkata-700106, West Bengal, Email: ias.study.ati@gmail.com, Ph: 2341-0123

Objective

SNTCSSC under CEPM intends to tie-up with experienced reputed bonafide coaching Institute/Academy with excellent credentials having their own infrastructure like class room, audio visuals etc. at Kolkata apart from top level faculties where SNTCSSC will sponsor 200 candidates preparing for UPSC CSE 2024 Examination. The classes will start from 1st July 2023.

Salient Features

While inviting EOI for selection of coaching Institutes/Academies with infrastructure & logistic support of their own at Kolkata for conducting off-line classes of aspirants, the Institutes /Academies are requested to indicate the following points for submission of EOI:

Selection Criteria

The factors to be considered as selection criteria for the coaching Institutes/Academies are as follows:

1. Number of Classroom candidates selected in the UPSC CSE from the Institutes/Academies in UPSC CSE during the last five (5) years.
2. Number of Test Series candidates selected in the UPSC CSE from the Institute/Academies in UPSC CSE during the last five (5) years.
3. Number of teaching Faculty in the Institutes/Academies, along with their credentials.
4. Average experience of faculty members who will provide coaching for SNTCSSC students in their own Institute to be situated at Kolkata.
5. If there is any MOU in the past or ongoing with any State or Central Government, the same documents may also be attached.
6. Cost for conducting Courses on UPSC GS Prelims, Mains, Interview including Mock test series for Prelims and Mains for the aspirants in off-line mode. Cost should exclude Optional subjects training.
7. A maximum no. of up to 200 aspirants will be sponsored by SNTCSSC. In case one institute is not able to accommodate 200 aspirants, then two institutes can conduct the classes with separate facilities for 100 students each, with a condition that the lowest rate (L1) has to be accepted by the second institute. L1 rate has to be accepted by L2 next lowest bidder.

CENTRE FOR EXCELLENCE IN PUBLIC MANAGEMENT
SATYENDRANATH TAGORE CIVIL SERVICES STUDY CENTRE

Netaji Subhas Administrative Training Institute
Government of West Bengal

FC-Block, Sector-III, Salt Lake City, Kolkata-700106, West Bengal, Email: ias.study.ati@gmail.com, Ph: 2341-0123

8. In course of processing of EoI documents so received, the lowest one i.e., L₁ will be taken into account for consideration after evaluation of all other parameters in selection of Institutes/Academies for conducting off-line coaching who has the Infrastructure facility at Kolkata along with documentary evidence.
9. In case L₁ quotes for 100 aspirants and L₂ quotes for 200 aspirants, then 100 aspirants will be given to L₁ and L₂ each at the lowest rate quoted by L₁. (L₁- Institute/Academy quoting lowest rate, L₂ – Institute/Academy quoting second lowest rate)
10. Please indicate the Number of hours of coaching scheduled to be provided through off-line classes. Please give detailed subject wise hours break up of classes to be taken by the institute. Also, a detailed month wise plan to be provided.
11. Please indicate the infrastructural facilities available at your end for off-line classes at Kolkata i.e. number of classroom, capacity of each classroom canteen facility, adequate logistic support etc. for providing off-line coaching to not less than 100 students at a time. If not available, then 30 days time will be provided to submit documentary evidence of the infrastructure available in Kolkata followed by visit of a team from SNTCSSC for giving necessary approval.

Note:

Comparative matrix score will be on percentile basis.

Terms and Conditions

1. For quality assessment of the EOI, the CEPM reserves the right for selection.
2. For experience and credibility assessment of the EOI, the CEPM reserves the right for selection.
3. For cost implications of the EOI, the CEPM reserves the right for selection.
4. The CEPM reserves the right of any other factors as may be deemed fit.
5. For physical classes, the infrastructural facilities to be provided by the Interested Institutes/Academies at Kolkata with all off-line classes facilities
6. The programme will need to be conducted having its base in Kolkata, West Bengal.
7. The RFQ (Request for Quotation) is solicited for providing professional services.
8. The interested Institutes/Academies may indicate PAN and GST in the EOI.

**CENTRE FOR EXCELLENCE IN PUBLIC MANAGEMENT
SATYENDRANATH TAGORE CIVIL SERVICES STUDY CENTRE**

Netaji Subhas Administrative Training Institute
Government of West Bengal

FC-Block, Sector-III, Salt Lake City, Kolkata-700106, West Bengal, Email: ias.study.ati@gmail.com, Ph: 2341-0123

9. The interested Institutes/Academies to participate in the EOI should have the arrangement of conducting offline classes at Kolkata and must have the credibility to conduct Training only to Civil Service Examination Aspirants conducted by UPSC.
10. The interested Institutes/Academies may submit the filled up EOI along with all supporting documents within 5.00 pm of 10th February 2023, Friday.

A committee headed by Member Secretary, CEPM & Course Director, SNTCSSC will screen all the EoI applications & documents.

Contact Address:

All submissions in both hard copy and soft copy are to be sent to the following contact address:

**CENTRE FOR EXCELLENCE IN PUBLIC MANAGEMENT
SATYENDRANATH TAGORE CIVIL SERVICES STUDY CENTRE
GOVERNMENT OF WEST BENGAL
Netaji Subhas Administrative Training Institute Campus,
FC-Block, Sector-III, Salt Lake City, Kolkata-700106, West Bengal,
Email: ias.study.ati@gmail.com, Ph: 033-2341-0123**

Sd/-
Course Director, SNTCSSC