



राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर  
हमीरपुर (हि.प्र.) – 177 005 (भारत)  
[ भारत सरकार शिक्षा मंत्रालय के तहत एक राष्ट्रीय महत्व का संस्थान ]  
**NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR**  
**HAMIRPUR (H.P.) - 177 005 (INDIA)**  
[An Institute of National Importance under Ministry of Education (Shiksha Mantralaya)]

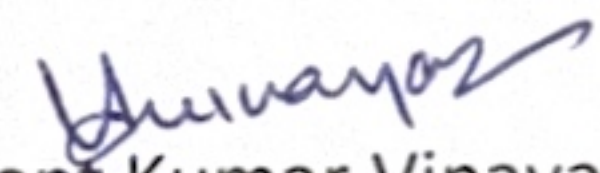
NO. NIT/HMR/DoCE/Mason Training (EOI)/2025-01

Dated: 13/6/2025

**NOTICE FOR INVITING EXPRESSION OF INTEREST (EOI)**

Expression of Interest (EOI) in sealed envelopes for empanelment of reputed and well experienced Training Organizations / Institutes / Firms / NGOs / Registered Societies are invited for providing Residential Training Facility (including Training Infrastructure, Boarding & Lodging, Mobilization, Training Management, Documentation, Post Training Mobilization) for conduct of State Sponsored residential training programs under "Scheme for Training of Masons, Carpenters and Bar Binders on Hazard Resistant Construction" to be organized by National Institute of Technology Hamirpur (NITH). This institute has been appointed as Nodal agency by DDMA (District Disaster Management Authority) Hamirpur for the conduct of these residential training programs of District Hamirpur.

Interested parties may submit their EOI proposal with full credentials showing their experience in related field in sealed cover superscribed as "Expression of Interest for providing Residential Training Facility (including Training Infrastructure, Boarding & Lodging, Mobilization, Training Management, Documentation, Post Training Mobilization) for masons, carpenters and bar binder on hazard resistant construction" in the office of PI (Dr. Hemant Kumar Vinayak) {(Room No.309, Department of Civil Engineering, NIT Hamirpur(H.P.),177005}. The EOI can be downloaded from the Institute website ([www.nith.ac.in](http://www.nith.ac.in)). EOI should reach the office of undersigned on or before 7<sup>th</sup> July 2025.

  
Dr. Hemant Kumar Vinayak (PI)  
Associate Professor, DoCE  
NIT Hamirpur (H.P.)-177005

Copy to:-

1. Director, NIT Hamirpur for information, please.
2. Registrar, NIT Hamirpur for information, please.
3. Dean(R&C) for information, please.
4. DDMA, Hamirpur for information, please.
5. Faculty In-charge (Computer Centre) to upload the EOI on the institute website.
6. Faculty In-charge (Purchase) with request to publish EOI in Punjab Kesari, Divya Himachal, Hindustan Times Himachal Edition newspaper





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**1. Introduction and Invitation for Proposal -**

National Institute of Technology Hamirpur, (here-after called NITH), has been appointed as Nodal agency by DDMA (District Disaster Management Authority) Hamirpur for the conduct of State Sponsored "Scheme for Training of Masons, Carpenters and Bar Binders on Hazard Resistant Construction" in the district. The training program is designed to develop the capacities of masons, carpenters and bar binders in promoting disaster-resistant construction practices, especially earthquakes. Thus, Residential Training Facility (Training Infrastructure, Boarding & Lodging, Mobilization, Training Management, Documentation, Post Training Mobilization) is required near the institute (within 25 km) for the training with a capacity to accommodate 50 masons (considering two training batches running parallel in the facility).

The empanelment shall be valid initially for 1 year and may be extended to one more year based on satisfactory services rendered and at the discretion of the Director, NIT Hamirpur on recommendation of PI.

**2. EOI-BIDDING SCHEDULE**

The important information related to the EOI schedule and timeline is given in the table below:

S. No.	Information	Details
1	Proposal inviting authority	PI (Dr.Hemant Kumar Vinayak) on behalf of Director, NIT Hamirpur
2	EOI No.	<b>NIT/HMR/DoCE/Mason</b>
3	Link of downloading EOI	<a href="https://nith.ac.in/">https://nith.ac.in/</a>
4	Earnest Money Deposit (EMD)	Rs. 18,000/-
5	Last date and time for receiving	...7 <sup>th</sup> July 2025..... at 03:00 PM
6	Date and time for opening of proposals (technical bid)	At 03:00 PM on Next / subsequent day from the last date of receiving bids

**3. TRAINING DURATION AND BATCH SIZE**

The Training shall be conducted for 6 days, preferably in batches of two (consisting of around 25 masons in each batch), the training schedule will be shared based upon the mobilization of participants by the empaneled organization. The training program will be a minimum of 6 teaching hours a day, excluding registrations, refreshments, tea, and lunch. Training(s) may also be conducted on Saturday(s) / Sunday(s) / holiday (s) along with weekdays as well. The experts shall be arranged by NITH

*Hemant*





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## 4. Physical Criteria and Administration Support

For the submission of bids, the firm must have below mentioned facilities and services :-

- At least 2 training halls in ready conditions with a minimum seating capacity of 25 participants in each hall.
- Residential rooms in good and properly ventilated condition with a capacity to accommodate at least 50 masons with CCTV cameras installed for monitoring purposes. Not more than 3 masons should be accommodated in a single room.
- A Separate and clean Kitchen along with sufficient cooking and catering staff.
- Availability of Dining Hall for a minimum of 60 persons (including Guest Speaker/ staff etc.) with the availability of clean and purified water arrangements.
- Availability of materials like cement, sand, aggregates, reinforcement, bar cutter machine, masonry tools, etc. for practical training of Hazard resistant construction.
- Availability of proper open space for organizing at least 2 parallel practical training sessions.
- Availability of proper storage space for the training material of Mason Training Programs (50 sq. feet)
- Ample number of clean & hygienic toilets and bathroom facilities (at least one toilet and bathroom for 3 masons). An adequate number of water geysers/hot water facilities may also be available.
- To ensure safety protocol, wellbeing of participant and availability of a First Aid kit and a vehicle for dealing with any eventuality.
- To ensure documentation of the trainee i.e. registration / identity documents / attendance / feedback etc. and maintain the digital database of the same thereto.
- Three meals including breakfast, lunch, and dinner to each mason for at least 6 days or as directed by the authorities (depending upon the batch size and availability of masons) are to be provided/supplied by the successful empaneled agency. In addition to the same, the provision of tea with some snacks is also to be arranged.
- To provide at least 4 on-roll experienced Management Staff for organizing successful training including 2 documentation/ communication assistants and 2 maintenance/ service staff.
- To assist the institute/ DDMA, Hamirpur Office in organizing training and mobilization of trainees as per the training requirements.

## 5. Technical Eligibility Criteria

The proposers should meet the minimum pre-qualification criteria. Offers from proposers who fail to meet the following minimum eligibility criteria shall be summarily rejected and will not be considered for further evaluation.

*Amnayer*





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S. No.	Pre-Qualification	Requirements	Supporting Documents
1	Registration under Societies / Trust Act / Registered Firm	Valid registration and should be in existence for a minimum period of 3 years.	The proposer should furnish a Certificate of Registration/ Incorporation.
2	Annual turnover	The proposer should have a total turnover of at least Rs. 30 lakhs, collectively for the past 3 years.	Audited balance sheets and profit and accounts / turnover loss certificates authenticated by a valid Chartered Accountant.
3	Past Experience	The proposer should possess experience in residential training of a minimum of 300 Masons / carpenter/ bar binder in resilient and safe construction practices in the past three years.	Document showing successful completion of the training programs along with the participants' details.
4	Management Staff / Training Coordinators strength	At least 4 on-roll experienced Management Staff i.e. 2 documentation/ communication assistants and 2 maintenance/ service staff for overall management and coordination of training at the training institute.	Documents and profiles of the staff shall be produced.
5	Blacklisting / debarring	The proposer must not be blacklisted/debarred/ suspended / banned by Any Ministry / Department of State or Central Government / PSU on the closing date of this EOI	A Self Declaration stating this effect is required to be signed by an authorized signatory of the agency with seal
6	Documents of ownership or control or lease	The Proposer must attach the proof of the ownership of the facility.	Documents of ownership or control or lease or MoU with the owner of infrastructure or any other document clarifying that the proposer is either the
7	Emergency Vehicle	The Proposer must attach the proof of the ownership of the Emergency Vehicle	Ownership / hired / leased document be attached

*Signature*





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**6. CHECKLIST OF DOCUMENTS TO BE ATTACHED**

a. **Envelope No. 1 (Technical Criteria)** - shall be super-scribed as "Technical Bid" and shall contain the following document(s):

S. No.	Documents to be submitted	Whether attached?
1	EMD@ Rs. 18,000/- in the shape of Demand Draft/FDR duly pledged in favor of The Registrar NIT Hamirpur at Hamirpur	
2	Certificate of Registration / Incorporation (Memorandum of Association / Government order).	
3	Audited balance sheets and profit and loss accounts / turnover certificate authenticated by Chartered Accountants for last 3 Financial Years (30 lacs collective for past 3 years).	
4	Experience Certificate/ Certificate of completion/other document showing successful completion of residential training of minimum 300 Masons / carpenter /bar binder in resilient and safe construction practices in the past three years. (Document showing successful completion of the training programs along with the participants' details)	
5	Proof for at least 4 on-roll experienced Management Staff i.e. 2 documentation / communication assistants and 2 maintenance / service staff for overall management and coordination of training at the training institute. Biodata of at least 04- staff members.	
6	A Self Declaration stating-for not being blacklisted / debarred / No Pending Court Case- is required to be signed by an authorized signatory of the agency with a seal.	
7	Documents of ownership or control or lease or rental deed or MoU with the owner of infrastructure or any other document clarifying that the proposer is either the owner of the infrastructure or authorized to utilize the building for the purpose the EOI is meant for.	

Note: Each page of the documents attached should be duly signed and stamped.

b. **Envelope No. 2 (Financial Criteria)** shall be super-scribed as "Financial Bid" and shall contain the following document(s): The financial rate quoted on the letter head in the following format: - The rates quoted for providing a residential training facility (infrastructural, management, boarding & lodging) for organizing training of masons, carpenters, and bar binders on hazard-resistant construction is Rs\_\_\_\_\_per mason per day.

*Humayun*





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- c. Envelope No.1 and 2 shall be put in a single large Envelope and super-scribed as "Expression of Interest for providing Residential Training Facility (Training Infrastructure, Boarding & Lodging, Mobilization, Training Management, Documentation, Post Training Mobilization) For Masons, Carpenters and Bar Binders On Hazard Resistant Construction "

**The Single Large Envelope should be addressed to: PI (Dr. Hemant Kumar Vinayak), Room No. 309, Department of Civil Engineering, NIT Hamirpur (H.P) – 177005**

## 7. EVALUATION OF PROPOSAL

The proposals shall be evaluated, and selection will be based on technical, and financial criteria. A committee set up by the Director, NIT Hamirpur will evaluate the EOI submitted on the scheduled date and time. During proposal evaluation, the committee set up by the Director, NIT Hamirpur may ask the proposer for clarification of its proposal. The request for clarification and the response shall be in writing and no change in the price or substance of the proposer shall be sought, offered, or permitted. The evaluation process shall be conducted in the phases as under: -

- i. Phase-I - Evaluation of the technical criteria of the firms applying for empanelment based on documents detailed in clause 6a of this document, shall be followed.
- ii. Phase-II -PI of Project / DDMA (Hamirpur) may conduct a site visit to assess/authenticate the Physical Criteria and Administrative support as stated in section 6 of this document.
- iii. Phase-III - The financial bids as per clause 6b of this document shall be evaluated only for those firms which are technically qualified.
- iv. Funds amounting to Rs 4,000/- per training for the procurement of training material and miscellaneous expenses respectively shall be paid additionally to the empaneled firm.
- v. Bid proposal will remain valid for the 120 days from the date of its opening.
- vi. The EMD of unsuccessful bidders will be returned after the EOI process is finalized, the EMD of successful bidder will be returned after the submission of required PBG
- vii. The selected Training Organizations/Institutes/Firms/NGOs/Registered Societies etc. shall be required to furnish Performance security @ Rs 27,000/- (Rupees Twenty-Seven thousand only) at the award of empanelment. Such security shall be furnished in the form of an Account Payee Demand Draft or duly pledged Fixed Deposit Receipt or Bank Guarantee from the bank, in favor of Director, NIT Hamirpur at Hamirpur for a period not less than one year from the award of empanelment.
- viii. PBG of the firm / bidder must be valid upto the 3 months after the contract completion date and it will be returned to the firm on completion of all codal





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formalities / obligations towards the assigned work order.

## 8. General Conditions

- i. The proposal received after the due date and time shall be summarily rejected and will be returned declaring as "Late Submission" and the same shall not be considered.
- ii. Each copy of the document submitted in the proposal should be a complete document of good print quality and should be bound/ stitched / stapled properly as a volume. If not properly bound / stitched / stapled, the office of PI shall not be in any way responsible for loss of sheets due to inadvertent opening of the document at any stage and that affecting the prospects of the proposer during the evaluation due to loss of these documents. The document should be page-numbered and appropriately flagged, if possible, and must contain the list of contents with page numbers. All the documents attached are to be duly signed and stamped by the proposer.
- iii. The PI of the project reserves the right to ask for any additional credentials / information from any of the proposers during the evaluation, as they may deem fit.
- iv. EOI accepting authority, i.e., PI on behalf of the Director, NIT Hamirpur reserves the right to accept EOI on a quality basis. Accordingly, the EOI accepting authority reserves the right to reject any or all EOI without assigning any reasons thereof, either in full or in part, even after the opening of the technical bid or Financial Bid. He/ She also reserves the right to cancel the proposal at any time during the process of evaluation without giving any reasons thereof.
- v. Any dispute emerging from this EOI shall be subject to the jurisdiction of the court at Hamirpur, District Hamirpur.
- vi. The selected organization shall not be entitled to subcontract the work or any part thereof. Such arrangement shall be considered a material breach of the agreement.
- vii. By submitting a proposal, each applicant firm shall be deemed to acknowledge that it has carefully read all parts of this EOI, including all clauses, forms, and annexure hereto, and has fully informed itself as to all existing conditions and limitations.

### NOTE:

1. Failure to mobilize masons for training may lead to discontinuation of the contract between the parties and all rights in this regard will be reserved with the institute / DDMA Hamirpur.
2. Post-training monitoring, support and feedback shall be the responsibility of the empaneled agency without any additional financial liabilities on the institute / DDMA Hamirpur.

*Signature*





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### 9. Payment Terms

The payment schedule for the release of payment for each batch of trainees shall be based on Milestone Completion by the empaneled agency: -

Milestone	Activity/Assignment Completed	Percentage of payment
Milestone 1	At the time of training-order	0 %
Milestone 2	Within Four weeks of completion of the training batch	100 % of the approved expenses

*Munaya*



Covering letter with the Proposal in response to EOI Notice

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(On the Bidder's Letterhead)

To

PI (Dr. Hemant Kumar Vinayak)  
Room No. 309, Department of Civil Engineering  
NIT Hamirpur (H.P) - 177005

Subject: Expression of Interest for providing Residential Training Facility (Training Infrastructure, Boarding & Lodging, Mobilization, Training Management, Documentation, Post Training Mobilization) For Masons, Carpenters and Bar Binders on Hazard Resistant Construction for Masons, Carpenters and Bar Binders On Hazard Resistant Construction.

Sir

1. Having examined the EOI document, I/We, the undersigned, hereby submit our proposal in response to your EOI No. NIT/HMR/DoCE/Mason Training (EOI)/2025-01 Dated ..... for "Selection of Residential Training Facility (Training Infrastructure, Boarding & Lodging, Mobilization, Training Management, Documentation, Post Training Mobilization) For Masons, Carpenters and Bar Binders on Hazard Resistant Construction", in full conformity with the said EOI document. and confirm that these are acceptable
2. We have read the provisions of the EOI document. We further declare that additional conditions, variations, and deviations, if any, found in our proposal shall not be given effect.
3. We agree to abide by this proposal, consisting of this letter.
4. We would like to declare that we are not involved in any litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment and we are not under a declaration of ineligibility for corrupt or fraudulent practices.
5. We hereby declare that all the information and statements made in this proposal are true and accept that any misrepresentation contained in it may lead to our disqualification
6. We understand you are not bound to shortlist/accept any proposal you receive. Please find enclosed details of our organization in the format as per the EOI document.
7. We hereby declare that our proposal submitted in response to this EOI is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Yours Sincerely

\_\_\_\_\_(Firm/Organization Name)

Signature of Authorized Signatory and Seal of the Bidder

*Hemant*