

बिहार सरकार

श्रम संसाधन विभाग

निदेशालय, नियोजन एवं प्रशिक्षण (प्रशिक्षण पक्ष), बिहार, पटना।

प्रेषक,

निदेशक

नियोजन एवं प्रशिक्षण

बिहार, पटना।

सेवा में,

निदेशक

सूचना एवं जन-सम्पर्क विभाग

सूचना भवन, बिहार, पटना।

पटना, दिनांक-०९.०५.२५/

विषय:-

Expression of Interest से संबंधित विज्ञापन के प्रकाशन के संबंध में।

महाशय,

उपर्युक्त विषय के संबंध में सूचित करना है कि राज्य के औ० प्र० संस्थानों में विदेशी भाषा पाठ्यक्रम (जापानी, फ्रेंच, स्पैनिश एवं जर्मन) में प्रशिक्षण प्रारंभ किया जाना है। इस कार्य हेतु योग्य Proprietorship, Partnership, Society, Trust, LLP or a Company registered under companies act की तलाश किये जाने हेतु Expression of Interest को राज्य के दैनिक एवं राजकीय समाचार पत्रों एवं राष्ट्रीय स्तर के आर्थिक विषय के समाचार पत्रों में प्रकाशित किये जाने की आवश्यकता है।

अतः अनुरोध है कि संलग्न Expression of Interest विज्ञापन को राज्य स्तरीय दैनिक (हिन्दी एवं अंग्रेजी) समाचार पत्रों, राष्ट्रीय स्तरीय दैनिक (हिन्दी एवं अंग्रेजी) समाचार पत्रों एवं इकोनोमिक टाइम्स जैसे आर्थिक समाचार पत्रों में लगातार तीन दिनों तक प्रकाशित करने की कृपा की जाय।

अनुलग्नक- उक्त विज्ञापन सामग्री ०४ प्रति में।

सी० डी०-०१ अदद

विश्वसिभाजन

निदेशक

नियोजन एवं प्रशिक्षण

बिहार, पटना।

ज्ञापांक- टी०-०२-नामां० (प्रशि०)-२८/२०२४ १२२१/

पटना, दिनांक-०९.०५.२५/

प्रतिलिपि:-आईटी० मैनेजर, श्रम संसाधन विभाग, बिहार, पटना को विभागीय वेबसाइट पर अपलोड करने हेतु प्रेषित।

निदेशक

नियोजन एवं प्रशिक्षण

बिहार, पटना।

ज्ञापांक- टी०-०२-नामां० (प्रशि०)-२८/२०२४ १२२१/

पटना, दिनांक-०९.०५.२५/

प्रतिलिपि:- श्री घनश्याम रविदास, श्रम अधीक्षक (निर्माण श्रमिक)-सह-नोडल पदाधिकारी, श्रम संसाधन विभाग, बिहार, पटना को सूचनार्थ एवं आवश्यक कार्यार्थ प्रेषित। अनुरोध है कि उक्त Expression of Interest को सूचना एवं जनसंपर्क विभाग, बिहार, पटना को e-advertisement Portal के माध्यम से ऑनलाईन प्रेषित की जाय।

निदेशक

नियोजन एवं प्रशिक्षण

बिहार, पटना।

Government of Bihar  
Department of Labour Resources  
Directorate of Employment & Training (Training Wing)  
Contact: 0612-2535142 (Phone & Fax)  
Email: [det-bih@nic.in](mailto:det-bih@nic.in) Website: <http://www.state.bihar.gov.in/labour>

### **Notice Inviting Expression of Interest(EOI)**

EOI No: TRG/-01/2025-26

Date- 09/05/2025

The Directorate of Employment & Training (Training Wing), Labour Resources Department, Govt. of Bihar (The Tendering Authority) invites Expression of Interest (EOI) for Empanelment of Agencies for **Providing Foreign Language Trainers.**

Kindly note that the selection of agency or agencies under this EOI will not guarantee allocation of work and the authority will assume no liability or cost towards it. The authority makes no commitments, express or implied, that this process will result in a business transaction between anyone.

**EOI Processing Fee :** All Applicants have to pay a non-refundable Document Fee of Rs. 5,000/- (Rupees Fifty Thousand only) through **Demand Draft in Favour of BIHAR STATE COUNCIL FOR VOCATIONAL TRG** along with the EOI documents .

The EOI has to be submitted in hard copy to the Directorate of Employment and Training, Govt, of Bihar.


The Proposal must be submitted containing following -

1. Cover Letter
2. Organization profile
3. Eligibility documents
4. Proposed CVs

The last date to submit the EOI along with EOI processing fee is- 05:00 PM of 05-06-2025 at Directorate of Employment & Training (Training Wing), A-Block, 4<sup>th</sup> Floor, Niyojan Bhawan, Bailey Road, Patna, 800001.

The undersigned reserves the right to issue addendum/corrigendum/modification or to accept or reject any or all proposal(s) or to cancel the whole of this EOI at any stage without assigning any reason thereof and no bidder shall have any cause of action or claim against the undersigned for the same.

Note:- For more details of EOI please visit departmental website: [www.state.bihar.gov.in/labour](http://www.state.bihar.gov.in/labour)

  
Director

Employment & Training  
Labour Resources Department,  
Govt of Bihar

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Government of Bihar  
Department of Labour Resources  
Directorate of Employment & Training (Training Wing)  
Contact: 0612-2535142 (Phone & Fax)  
Email: [det-bih@nic.in](mailto:det-bih@nic.in) Website: <http://www.state.bihar.gov.in/labour>

**NOTICE for Expression of Interest**

EOI No: TRG/-01/2025-26

Date- 09/05/2025

SL No.	Scope of Work	EOI processing Fee(Non-Refundable)
1	2	3
01.	<b>Providing Foreign Language Trainers for</b> Directorate of Employment and Training, Department of Labour Resources	<b>Rs. 5000</b>

a. Objective of the Assignment

The objective of the EOI is:

- To train and certify the interested & skill qualified youth to meet international manpower/work force demand in above mentioned languages and to support in placement of those candidates in the respective regions.
- To elevate the level of foreign languages, for example: from A1 Common European Framework of Reference (CEFR) level to B2 Common European Framework of Reference (CEFR) levels. This will be fully based on outcome (certification & placement) basis i.e. the minimum qualification standard by which a candidate can get placement in that respective language regions.

b. Scope of Work

Agency/Vender shall be responsible for:

- Identifying and selecting suitable Training Partners: Based on predetermined criteria, Agency shall identify and select qualified Training Partners with expertise in Japanese, French, German and Spanish language training.
- Developing and implementing a robust quality assurance framework: Agency shall establish and maintain a robust quality assurance framework to monitor the quality of training delivery by Training Partners.
- Conducting regular assessments: Agency shall conduct regular assessments of trainee progress and provide feedback to Trainers for improvement.
- Providing regular reports to DET: Agency shall provide DET with regular reports on the progress of the program, including trainee enrolment, attendance, performance, and placement outcomes.
- Agency shall support in facilitating opportunities for the certified candidates overseas or within India.

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F) The agency has to provide the following manpower initially for 1 year which will be further extended based on requirement, satisfactory performance and mutual consent.

S. No.	Language	Number of Trainers	Minimum Eligibility
1	Japanese	02	Graduate (Hons) and N3 Level Certificate in Japanese Language (Desirable:- Japanese Language Teachers Training Course A [360 hours])
2	French	02	Graduate (Hons) and DELF B1 [Diploma in French Language] or Bachelor Degree or higher degree in French Language or Graduation and Advance Diploma in French Language from recognized university.
3	German	02	Graduate (Hons) and Gothe B1 or Graduate (Hons) and Higher Degree in German Language A or Graduate and Advance Diploma in German Language from recognized University
4	Spanish	02	Graduate (Hons) and DELF B1 [Diploma in Spanish Language] or Bachelor Degree or higher degree in Spanish Language or Graduation and Advance Diploma in Spanish Language from recognized university.

c. Role of the organization

- i. Appointing trained instructors for using the foreign language courses in language lab software as needed.
- ii. The bidder has to provide dedicated certified trainers for the language training.
- iii. The bidder shall conduct an orientation program for students.
- iv. The bidder shall design a training program to enhance the language teaching skills of the trainers.
- v. The bidder shall conduct workshops and training sessions for trainers, incorporating best practices and innovative teaching methodologies.
- vi. The bidder shall provide trainers with necessary resources to keep them updated with the latest language teaching techniques.
- vii. The bidder shall device a monitoring mechanism to monitor the performance of the trainers.
- viii. The bidder shall replace trainers within three working days in case any of the trainers is not able to provide further service.

d. Technical Eligibility for Empanelment

S. No.	Eligibility	Document to be Submitted
1.	The Bidder must be an proprietorship, partnership, society, trust, LLP or a company registered under companies act, which is at least Five Years old as on 31.03.2025	Appropriate Registration / Incorporation Certificates have to be submitted
2.	The Bidder must have a minimum annual turnover of Rs. 50 Lakh in the last Three Financial Years (i.e. 2024-25, 2023-24 & 2022-23)	A CA Certificate along with Audited Statement of Profit & Loss Account and Balance Sheets have to be submitted



3.	The Bidder must be registered under GST Act.	Registration Certificate to be submitted
4.	Organization should not be blacklisted/debarred	Notarized affidavit of Non-blacklisting/Debarment
5.	Work experience of Teaching of minimum 200 Students in govt. Dept/PSU's/Universities	Work order
6.	Agency should have a valid Pan Card	Copy of Pan Card

e. Selection process

- i. All submitted EOIs will be verified for processing fee validity
- ii. Documents related to EOI Eligibility will be verified
- iii. CVs of the resources as per eligibility will be verified
- iv. All organizations qualifying the above three validity checks will be called for empanelment (in case of multiple organizations to be shortlisted) or will be asked to submit financial quotes (in case only single agency needs to be hired). In case of financial quote submission the lowest bid will be qualified to be awarded the work.

f. Payment Terms:

Monthly Invoice has to be submitted (along with proof of payment of quoted salary to the trainers) by the agency in each succeeding month. DET will evaluate the attendance and also calculate penalties if applicable and process the payment within 15 working days there upon. Holiday Calendar of Bihar government will be followed for calculating the payment of each trainer. In addition, one day casual leave in each month will be allowed. In case of absence beyond this specified criteria, pro-rata deduction on the number of days of absence will be levied.

Note: After the presentation of all eligible participants in the EOI, DET will decide on the payment related process. The financial terms may be based on existing government approved rates or the shortlisted agencies may be asked to submit financial rates in sealed envelopes. This will be communicated after the presentation.

g. Penalty;

A penalty of maximum 10% of the total quoted amount shall be levied on the organization in case of non-replacement of a trainer who has resigned or is absent without notice for more than 15 days as per below criteria:

1. 1 % for non-replacement between 15 days to 21 days
2. 2 % for non-replacement between 22 days to 29 days
3. 5% for non-replacement beyond 1 month up to 3 months
4. 10% for non-replacement beyond 3 month up to 6 months

h. EOI Format

- i. Demand draft of Rs. 5000 in favor of **BIHAR STATE COUNCIL FOR VOCATIONAL TRG.**
- ii. Cover Letter (by the organization for expressing their interest in the work)
- iii. Organization details (as per annexed format)
- iv. Brief description of the organization

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- v. Affidavit of non-blacklisting/non-debarment (as per annexed format)
- vi. Eligibility related documents
- vii. CVs of proposed resources

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### Format 1: Organization Profile

S#	Particulars	Details
1	Name of the Enterprise	
2	Address	Registered Address: Corporate Address: Website:
3	Contact Person's details	Name: Designation: Mobile No.: Email ID:
4	Date of Incorporation / Registration	Type:  __ / __ / __  (Attach Incorporation / Registration Certificate)  Page No. at which enclosed__
5	Turnover in the last 3 Years:	Turnover: FY: 2024-25 /- FY: 2023-24 /- FY:2022-23 /- (Submit CA Certificate certifying Turnover along with audited financial statements for the above FYs). Both CA Certificate and Audited Financial Statements are Mandatory.  Page No. at which enclosed__
6	PAN No.	Page No. at which enclosed__
7	GST Registration No. (GSTIN)	Page No. at which enclosed__
8	A Notarized Affidavit of Non-blacklisting and other undertakings as per enclosed format.	Page No. at which enclosed__

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S#	Particulars	Details
9	Experience Certificates	Page No. at which enclosed____
10	Power of Attorney in favour of Authorized Representative of the organization	Page No. at which enclosed____



**Format 2: Affidavit**

(Affidavit on non-judicial stamp paper of Rs. 100/- by Authorized Representative of the applicant with his / her dated signature and enterprise seal)

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**AFFIDAVIT**

1. I/We do hereby certify that all the statements made in our bids in response to the EOI Reference No. \_\_\_\_\_ dated \_\_/\_\_/2025 and in the required attachments are true, correct and complete. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my bid at any stage besides liabilities towards prosecution under appropriate law.
2. I/We, on behalf of ..... (Name of the enterprise), with its registered office at ..... do hereby declare that the above-mentioned bidder is not under a declaration of ineligibility for corrupt and fraudulent practises or for any other reason, whatsoever and has not been blacklisted / debarred by the Government of India or any of its agencies, including public enterprises and or by any State Government or any of its agencies.
3. I/We undertake, if our bid is accepted, to supply install and commission the machines / equipment / tools as per the required specifications.
4. I/We on behalf of ..... (Name of the enterprise) do hereby affirm and undertake that we have carefully read and understood the whole EOI documents and will unconditionally abide by all the terms and conditions given in the tender document vide reference No. \_\_\_\_\_ dated \_\_/\_\_/2025.
5. I/We do not have any conflict of interest which materially affects the fair competition and is disadvantageous to other bidders. We undertake to observe the laws against fraud and corruption, including bribery, in force in India.

For and on behalf of:

Signature:

Name:

Designation:

Date:

(Enterprise Seal)

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