Expression of Interest (EOI) Inviting Notice

Government College Nadaun, District Hamirpur (H.P.) invites Expression of Interest(EOI) from reputed, well established, registered with Govt. institutes/organizations/training partners to conduct certificate course during February, 2022 to April 2022 as per following details under the Academic Up-gradation component of the Utkrisht Mahavidyalya Yojna of Government of Himachal Pradesh.

Sr. No.	Course Title	Description	Duration	Batch Size
1	**Financial Accounting with Tally and GST**	Basics of Accounts, General Entries, Company Profile creation, Group Creation, Ledger entries, Inventory and Stock Management, GST Concepts, Taxation, Return filing and Reports etc.	100 Hrs	80
2	**Soft Skill**	Essential of Grammar, Office Management, Letter and Resume Writing, Presentation Skills, Interview Preparation, Group Discussion and Presentation etc.	60 Hrs	100
3	**Skill enhancement programme for one day competitive examinations conducted by SSC, UPSC, HPPSC and HPSSC.**	Maths, Reasoning, English, General Studies- History, Geography, Polity, Economy, Physics, Chemistry, Biology	600 Hrs	Multiple Batches can be prepared by the College.

Note: Courses at Sr. No. 1 and 2 will be conducted through offline mode while the Course at Sr. No. 3 will be conducted through online mode.

Submission deadline: January 19th, 2022 (Before 12Noon) in the office of the Principal, College Nadaun, District Hamirpur (H.P.) through registered post.

Please visit college website (www.gcnadaun.ac.in) for more details about the application format etc.

Interested institutes/organizations/training partners are advised to submit their proposal before January 19th, 2022 in prescribed format(**Annexures I, II and III**) alongwith all the documentary evidences pertaining to the details about their institute, trainers, PAN/GST/VAT number, affiliation/recognition by the Govt. along with Notarized Self Declaration on stamp-paper about (i) not being black listed by Govt. at any time; (ii) Correctness of all the information being furnished.

Essential Qualification Criterion: The certificate of course must be affiliated and recognized by the Govt. organiztions.

Award of the work and Contract: Received proposals will be scrutinized and evaluated based on the information provided alongwith the documentary evidences. The assignment to conduct these courses will be finally awarded to the Qualified Cost Effective(QLI) institute/organization/training partner.

Principal
Sidharth Govt. College Nadaun
Distt. Hamirpur (HP) 177033

Principal
Govt. College Nadaun
Dist. Hamirpur (H.P.)

Annexure - I

Application Form for EOI

1	Name of the Applicant/Organization	
	Stature of the applicant Organization	Head Office/Branch Office/Independent Recognized Institute
2	Name and Designation of Head of Applicant Organization	
3	Full Address of Applicant Organization	
4.	Full Address of Head Office (if applicant is a Branch office)	
5.	Legal Status of the Organization e.g Company/Partnership firm/Affiliated/Recognized body etc	
6.	Brief Profile of area of work	
7.	Number of training staff intended to be deputed at Govt College Nadaun for these courses	

Signature with Stamp
Authorized signatory

Annexure - II

Proposed Fee Structure

Sr. No.	Course Title	Description	Duration	Fee
1	**Financial Accounting with Tally and GST**	Basics of Accounts, General Entries, Company Profile creation, Group Creation, Ledger entries, Inventory and Stock Management, GST Concepts, Taxation, Return filing and Reports etc.	100 Hrs	Per Student
2	**Soft Skill**	Essential of Grammar, Office Management, Letter and Resume Writing, Presentation Skills, Interview Preparation, Group Discussion and Presentation etc.	60 Hrs	Per Student
3	**Skill enhancement programme for one day competitive examinations conducted by SSC, UPSC, HPPSC and HPSSC.**	Maths, Reasoning, English, General Studies- History, Geography, Polity, Economy, Physics, Chemistry, Biology	600 Hrs	One Time fee for Online links for four portals.

Annexure -III

Check list for Supporting Documents

Please write Yes or No as deemed fit in the first column against the required documentary evidence in the following table.

Please note that each page of the documentary evidences must be signed and dully stamped by the Authorized Signatory.

Whether Submitted?	Parameter	Documentary Evidence
	Legal Status of the Organization	Certificate of Incorporation/ Registration/License and Certificate of authorization Or Certificate of Affiliation and Recognition by Govt. Body
	Statutory details of financial matters	Copy of License No./sales Tax Registration certificate, PAN, bank account passbook
	Existing Management Team	CV's of Management Team
	Existing Training staff	CV's of Training Staff
	Previous Training Record	Training details in tabular format conducted for Central/state organization/agencies during at least last 3 years
	Acceptability of the Course Certificate by Govt. body	Relevant Recognition Certificate
	Notarized Self-Declaration	Notarized Self Declaration on Stamp-paper about (i) not being Black listed by Government at any time; (ii) recognition of the Course Certificate by Govt. organizations and (iii) correctness of all the information being furnished

Signature with Stamp
Authorized signatory