

E-GOVERNANCE MISSION MODE PROJECT (MMP)

**CRIME & CRIMINAL TRACKING NETWORK AND SYSTEM
(CCTNS)**

INFORMATION NOTE, DATED 09-SEP-2011

PERTAINING TO

REQUEST FOR PROPOSAL

FOR

**SELECTION OF BASIC TRAINING VENDOR FOR
CCTNS ODISHA**



DEPARTMENT OF HOME, GOVERNMENT OF ODISHA

GUIDELINES FOR TRAINING DEMO & PRESENTATION OF BASIC TRAINING FOR CCTNS ODISHA

The Training Demos & Presentations will be held on 15th September 2011 at:

Crime Branch Conference Room,
Police Headquarters,
Buxibazaar,
Cuttack – 753001
Contact: Mr. P.K. Rout, 9937734028

- Attendance at the demos and presentations is mandatory failing which the bidders will be disqualified.
- The demos and presentations will start at 11 am.
- All the bidders are required to be present at the venue by 10:30 am.
- The interactions will be conducted in the alphabetical order of the bidders.
- A maximum of 30 minutes will be available for each bidder for all interaction including demo, presentation, Q&A/discussions.
- The interactions will include the following:
 1. Presentations on the proposal.
 2. Training Demo
 3. Q&A on the proposal

PRESENTATIONS

- The presentations must focus on the training solution proposed in your bid for CCTNS Odisha including value proposition, training plan (details of course curriculum, endorsement of curriculum by OEM, training schedule, training effectiveness evaluation methodology, and testing/certification schedule), implementation plan, resource mobilization, help desk support etc.
- The presentation should contain all the information asked for in this note in detail, however, presentation time shall be limited to no more than 10 minutes.
- It is mandatory to bring a signed and stamped hard copy of the presentation along with you to the meeting. It should be signed by the authorized personnel whose authorization has been provided as part of the bids.
- Please send a soft copy of the presentation and any training demo material to scrborissa@gmail.com by 14th September 2011, 2pm.

DEMOS

- Training demo should employ/demonstrate the following:
 1. Delivery/ Teaching.
 2. Methodology.

3. The strengths & limitations of your methodology.
 4. Conduct of assignments and tests to be used during training and Additional courseware to be used. Please bring along a sample of the assignments and tests to be used in CCTNS Odisha.
 5. Use of additional media, if any.
 6. Use of additional teaching aids, if any.
 7. Explain and demonstrate any other way in which their methodology/teaching material may be superior to that of competitors'
- Demo should be provided according to the following:
 1. Content:
 - Overview of computers
 - MS Word
 - Email and Internet
 2. Trainee:
 - Category C (Head Constables, Constables and Clerks)
 - Category B (ASP, DSP, Inspectors, SIs and ASI)
 - Highlight the difference in methodology, teaching aids, media etc employed in each of these categories.

DOCUMENTS & SUPPORTING INFORMATION

- Please bring stamped and signed hard copy of the following documents for submission to the committee. It should be signed by the authorized personnel whose authorization has been provided as part of the bids.
 - Previous Projects: Projects quoted below should have been started, completed or on-going in the last 5 years. Provide project information in the format given below and citations for all the projects quoted below.
 - Total Rupee value of training projects completed and on-going
 - Number of training projects completed and on-going
 - Proposed Team
 - Average years of training experience of the proposed team of 100 trainers
 - Out of the 100 trainers required number of trainers with MCA degrees
 - Please provide the Odia language proficiency by number of trainers according to the following categorization: Advanced, Intermediate, Beginner.
 - Profile of the Project Coordinator with qualifications and Odia language proficiency.

Provide the individual project information in the following format:

Sr. No.	Item	Details
General Information		
1.	Customer Name	
2.	Name of the contact person and contact details for the client of the assignment	
Project Details		
3.	Project Title	
4.	Start Date/End Date	
5.	Current Status (work in progress, completed)	
6.	Government/Non Government	
Size of the project		
7.	Order Value of the project (in Rs. Lakhs)	
Description of project: (Highlight the components / services involved in the project which are of similar nature to the project for which this RFP is floated.)		

- Supporting material for clarifications sought/provided during the interaction, if any, should be sent within 24 hours to scrborissa@gmail.com. Stamped and signed hard copy of the same should be marked in bold "CCTNS – Training RFP Docs" and sent by speed post within 72 hours to:

State Crime Records Bureau,
Rasulgarh,
Bhubaneswar – 751010
Odisha.