

No.M-11013/11/Genl/2017  
Government of India  
Ministry of Statistics & Programme Implementation  
National Sample Survey Office  
(Field Operations Division)

Regional Office, Maharashtra (East) Region,  
CGO Complex, A Block, III Floor,  
Seminary Hills, Nagpur-440006.  
Date: 27-07-2017

To

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Subject: Request for Sealed Quotation for Training programme on "Computer and its Applications"-regarding.

Sir/Madam,

The NSSO(FOD), Nagpur proposes to organize 2 weeks (10 days) of training programme on "Computer and its Applications" for newly recruited Sub-Ordinate Statistical Service officials in two batches (10 days for each batch). The training programme two batches is tentatively scheduled during 13-24 November 2017 and 05 -16 February 2018 respectively. The number of participants in each batch would be between 25 to 30. The topics which are to be covered in the training programme (session wise) is enclosed along with this letter.

The proforma for submitting quotations is given below: -

S.No.	Indicative Subject of Training	Span of Training Hours in a day	Duration of Training	Cost of Training per ONE BATCH (inclusive of all Taxes)
1	Computer and its Applications	1000hrs to 1800hrs with breaks in between	10 days	

In this connection, sealed quotations are invited from reputed experienced resourceful registered Computer Training Institutes for imparting training to the newly recruited Sub-Ordinate Statistical Service Officials. The Zonal Office, NSSO(FOD), Nagpur is suitably equipped infrastructure for theory and practical sessions. Therefore, the trained professionals of the selected institute/ agency are required to take theoretical and practical sessions (4 sessions every day) in the training hall of this office.

Interested training institutes should submit their lowest quotation in the specified proforma (cost of training for **ONE BATCH** inclusive all taxes) in sealed envelope with super subscription "Quotation for 10-days Computer Training Program" addressed to the Head of Office, NSSO (FOD), Regional Office, A-Block, III Floor, Seminary Hills, Nagpur, on or before 18<sup>th</sup> August 2017 (1500hrs).

Willing institutes must submit the following documents: -

1. Registration number (current validity)
2. Copy of PAN/IT return.
3. Credentials of Training of similar nature done earlier
4. CV/Bio data of trainees who will impart the trainees
5. Any important training course conducted in last 3 years.
6. Copy of the undertaking that the institute has not been blacklisted by any Govt. as on the date of the submission of the bid. The bidder may confirm that they will abide by all the terms and conditions and they don't have any counter condition.

Further details can be obtained between 1100 hrs to 1800hrs on any working day from the Zonal Office, NSSO(FOD), Nagpur. The undersigned reserves the right to accept / reject all or any quotation without assigning any reason thereof.

Encl: 1. Terms & Conditions  
2. Course-Content

Yours faithfully

  
(Srinivas Uppala) 27/07  
Director

Copy to:

1. The Notice Board, RO/Zo, NSSO(FOD), Nagpur

