

QUOTATION NOTICE

- Regional Police Computer Centre (RPCTC), Kolkata under State Crime Records Bureau West Bengal will be empanelling eminent & competent organizations as well as individual faculty having experience in providing computer training for conducting sponsored courses of National Crime Records Bureau, New Delhi at RPCTC Kolkata. Empanelment details can be down-loaded from the website of policewb.gov.in. The courses will focus on Basic IT Awareness & PC Trouble shooting, Office Automation & Colour portrait Building System, Network & e-security, and Cyber forensic & Cyber Crime courses. Crime and Criminal Tracking Network and System Courses. Last date of submission of documents for empanelment is on 25.03.2019 at 12.00 hours. to be submitted in a sealed envelope to the DG & IGP, SCRB, WB, Salt Lake, Block-DJ, Sector –II, Kolkata- 700091. The opening will be on 25.03.2019 at 14.00 hrs.
- For further query, interested organizations & individual may contact the Inspector Training, RPCTC, Kolkata, Block-DJ, Sector-II, Salt Lake, Kolkata- 700091 from 11.00 hrs. to 16.00 hrs. during office days.
- The undersigned reserves the right to accept/reject any Quotation without assigning any reason whatsoever.

CRITERIA OF EMPANELMENT OF FACULTY FOR IMPARTING SPONSORED TRAINING COURSES OF NCRB, NEW DELHI AT REGIONAL POLICE COMPUTER CENTER (RPCTC), KOLKATA UNDER SCRB, WB, ARAKSHA BHABAN, BLOCK-DJ, SECTOR-II, SALT LAKE CITY, KOLKATA-700091.

- 1) NAME OF ORGANISATION/INDIVIDUAL
- 2) NAME & FULL CONTACT DETAILS OF HEAD OF ORGANIZATION
- 3) REGISTERED OFFICE ADDRESS
- 4) TRADE LICENCE
- 5) CGST/GST/PAN
- 6) COPY OF IT RETURN OF LAST THREE YEARS
- 7) WHETHER FRANCHISEE OR NOT (DETAILS)
- 8) PREVIOUS EXPERIENCE OF WORKING IN GOVT. SECTOR
- 9) PROPOSED FACULTY TO BE PROVIDED FOR IMPARTING TRAINING AT RPCTC, KOLKATA FOLLOWING DETAILS OF EACH FACULTY TO BE GIVEN WITH BIO-DATA
- 10) DETAILS OF FACULTY CO-ORDINATOR (WITH BIO-DATA ALONG WITH CONTACT DETAILS & CERTIFICATES)
- 11) TRAINING CONDUCTED IN LAST THREE YEARS
- 12) FACULTY COMPOSITION/STRENGTH (FOR ORGANIZATION)
- 13) FACULTY'S EDUCATIONAL QUALIFICATION, EXPERIENCE IN CONDUCTING TRAINING PROGRAMMES.
- 14) THERE WILL BE 10 (TEN) COURSES CONDUCTED DURING THE TRAINING YEAR OF 2019-2020 OF FIVE WORKING DAYS DURATION OF EACH COURSE. FACULTY ORGANIZATION WILL HAVE TO CONDUCT TRAINING FOR 05 (FIVE) DAYS. EVERY DAY THERE WILL BE 04 (FOUR) CLASSES OF 75 MINUTES DURATION EACH INTO 02(TWO) SESSIONS. OUT OF WHICH, 02 (TWO) CLASSES MAY BE TAKEN BY THE APPROVED EXISTING FACULTY AND ANOTHER 02(TWO) CLASSES MAY BE TAKEN BY THE OUTSIDE GUEST/EXPERT LECTURER, IF AVAILABLE. FACULTY REMUNERATION WILL BE RS.500/-(RS. FIVE HUNDRED ONLY) FOR EACH CLASS. TOTAL FACULTY REMUNERATION WILL BE RS. 10,000/-(RS. TEN THOUSAND ONLY) FOR 05 (FIVE) DAYS TRAINING.

THIS BREAK UP OF FOUR CLASSES PER DAY IS SUBJECT TO CHANGE, A FACULTY ORGANIZATION MAY BE ASKED TO CONDUCT ENTIRE TRAINING PROGRAMME, IF FELT NECESSARY. IN SUCH A SITUATION, FACULTY HONORARIUM WORTH RS. 2,000/-PER DAY x FIVE DAYS = RS. 10,000/- ONLY WOULD BE PAID.