

Expression of Interest (EOI) For

Empanelled Agencies For

**CONDUCT OF ACCESSIBILITY AUDIT OF THE IT/TECHNICAL
INFRASTRUCTURE INCLUDING COMPUTER SOFTWARE AND HARDWARE OF
THE GOVT. ENGINEERING COLLEGES/POLYTECHNIC/PHARMACY/ITIs
RUNNING UNDER THE DEPARTMENT OF TECHNICAL EDUCATION
HIMACHAL PRADESH**

Director

Technical Education, Vocational & Industrial Training HP

Sundernagar, District Mandi-175018

E-mail- techedu-hp@nic.in



**Directorate of Technical Education, Vocational &
Industrial Training, Sundernagar, HP
District Mandi-175018
E-mail- techedu-hp@nic.in**

EOI No. 16704

Dated: 25/03/2025

NOTICE INVITING EOI

Directorate of Technical Education, Vocational & Industrial Training, invites sealed Expression of Interest (EOI) from firms/bidders/empanelled Agencies to conduct Access Audit of the Engineering Colleges/Polytechnic/Pharmacy/ITIs running under the Department of Technical Education, Himachal Pradesh.

The Expression of Interest document containing the brief details of objective of Access Audit, scope of work, Guidelines and Application formats for submission of application can be downloaded from <https://techedu.hp.gov.in> the official website of this directorate.

You may submit your responses in sealed envelopes in prescribed format in two bid system i.e. Technical and Financial with the superscription that Expression of Interest for the "CONDUCT OF ACCESSIBILITY AUDIT OF THE IT/TECHNICAL INFRASTRUCTURE INCLUDING COMPUTER SOFTWARE AND HARDWARE OF THE GOVT. ENGINEERING COLLEGES/POLYTECHNIC/PHARMACY/ITIs RUNNING UNDER THE DEPARTMENT OF TECHNICAL EDUCATION HIMACHAL PRADESH". The agencies so approved/empanelled will be valid for 5 years from selection orders issued for Access audit.

Last date for Receipt of (EOI) application

in the

**Directorate of Technical Education, Vocational &
Industrial Training, Sundernagar, HP
District Mandi-175018**

Will be

10-04-2025; 11:00 AM



Background:-

The Directorate of Technical Education, Vocational and Industrial Training, Himachal Pradesh at Sundernagar is having the Administrative Control of its functional units in the State. The Department of Technical Education, Vocational & Industrial Training is responsible for providing Technical Education, Vocational & Industrial Training in the State at various levels i.e.

ITI- Craftsmen Trade Course for skilled workers/ technicians.

Polytechnics - Diploma Courses for middle level engineers.

Engineering/Pharmacy Colleges:- Undergraduate/Post-Graduate in Engineering and Technology/Pharmacy

The department of Technical Education in compliance to directions issued by the Hon'ble High Court of Himachal Pradesh under CWPIIL No. 12/2019- Court on its own motion Vs State of HP & ors. intends to empanel accessibility auditing agencies for auditing IT/Technical Infrastructure including Computer Software and Hardware of the Engineering Colleges/Polytechnic/Pharmacy/ITIs.

Scope of work:-

To conduct access audit in the designated locations and submit a report of the IT/ Technical Infrastructure as per provisions of the Rule 15 of the Right of Persons with disability act.

The access audit is to be done in 104 (approx..) Institutions for IT/ Technical Infrastructure for persons with disabilities.

Eligibility, Terms and conditions for the empanelment of Agencies for conduct of access audit**Eligibility:-**

The agency should qualify for the eligibility criteria and possess the required experience, resources and capabilities in providing services necessary to meet the requirements indicated in the Expression of Interest document. The agencies not meeting the necessary criteria will not be considered for further evaluation.

The Agency should be a registered body under relevant acts and having an auditor



empanelled by Ministry of Social Justice & Empowerment, Department of Empowerment of Persons with Disabilities to Govt. of India. Empanelment of the agency will be valid for a period of 5 years, unless extended by the Directorate of Technical Education, Vocational and Industrial Training, Himachal Pradesh at Sundernagar. An access audit team must comprise the members as mentioned in the Office Memorandum dated 06.11.2024 issued by the Ministry of Social Justice & Empowerment, Department of Empowerment of Persons with Disabilities to Govt. of India.

The access audit is to be carried out as per the guidelines and standards issued by Department of Empowerment of Persons with Disabilities (Divyangjan) Government of India, Ministry of Social Justice & Empowerment, New Delhi.

Terms and Conditions:-

1. The agency should adhere all the instructions and submit all the relevant information and documents which has been specified in EOI. The submissions of the application which are not complying instructions will result in rejection.
2. The agency should not be blacklisted in last one year by any Central/State government/Public Sector Undertakings.
3. The agency shall bear all cost associated with preparation and submission of the application and all cost, if any, for subsequent selection process. The department will in no case be responsible or liable for these costs regardless of conduct or outcome of this selection process.
4. Amendments to this EOI may be issued by the department at the time, prior to the deadline of the submission. Such amendments will be posted in <https://techedu.hp.gov.in> website in form of addenda/corrigenda. The amendments issued shall be deemed to form an integral part of EOI from the date of issue and shall be binding on the agencies. The department reserves right to accept or reject any proposal and annul the EOI process and reject all applications at any time prior to empanelment of agencies and reserve the right to reissue the EOI without the agencies having right to object such reissue.
5. The empanelment does not guarantee allocation of work. No documents or reports shall be published without consent of the department.

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Evaluation Method:-

The department will examine the application to determine whether the documents submitted are complete, whether the required information has been provided as per the EOI, whether the documents have been properly signed and complied the requirements. Only those agencies which comply with the eligibility criteria will be taken for further evaluation.

The Evaluation process to consider whether the agency has experience and expertise conduct the access audit. Minor infirmities, non-conformities may be waived at the discretion of the department. The department will evaluate the applicants for the empanelment of agencies and will prepare a result on performance parameters and information furnished in the application.

The evaluation committee's decision will be final.



FORMATS FOR SUBMISSION OF EXPRESSION OF INTEREST

FORMAT – 1

APPLICANT'S EXPRESSION OF INTEREST

To,

**Director
Technical Education, Vocational & Industrial Training HP
Sundernagar, District Mandi-175018
E-mail- techedu-hp@nic.in**

Sub: Submission of Expression of Interest (EOI) from Agencies to conduct Accessibility Audit of the IT/TECHNICAL INFRASTRUCTURE including computer software and hardware of the Engineering Colleges/Polytechnic/ Pharmacy /ITIs running under the Department of Technical Education, Himachal Pradesh.

Dear Sir / Madam

We have gone through the Expression of Interest (EOI) dated _____ and the details posted on the techedu.hp.gov.in website. We hereby submit our application and we agree to offer our access audit services to you as per the terms and conditions specified in the EOI and to abide by the terms and conditions specified therein. While submitting this Application, we certify that the information/data/particulars furnished in our application are factually correct. The agency has a registered office at _____. If our Application is accepted, we undertake, to start the work all over the state. We understand that Directorate of Technical Education Vocational & Industrial Training Himachal Pradesh Sundernagar reserves the right to accept or reject any or all applications at any time without assigning any reasons. We have not been blacklisted in the state of Himachal Pradesh or by any organization where we have worked. Further, if any of the partners/directors/Trustees of the organization is blacklisted or having any criminal case against them, our bid shall not be considered. Directorate of Technical Education Vocational & Industrial Training Himachal Pradesh Sundernagar shall have the right to terminate the contract with us.

As instructed, we attach 2 sets of the following documents in separately sealed envelopes:

6. Organizational Details (Format-2)



7. Financial Bid (Format-3)

Yours Sincerely,

Signature of the applicant

[Full name of applicant]

Stamp.....

Date:

Encl.: As above.

Note: This is to be furnished on the letter head of the organization.



Format - 2

S.No	Organizational Contact Details	
1.	Name of Organization	
2.	Main areas of business	
3.	Type of Organization Firm/ Company/ partnership firm registered under the Indian Companies Act, 1956/ the partnership Act, 1932/The Indian Trust Act, 1882/Societies Registration Act, 1860	
4.	Whether the firm has been blacklisted by any Central Govt. / State Govt./PSU/ Govt. Bodies / Autonomous? If yes, details thereof.	
5.	Address of registered office with telephone no. & fax	
6.	Address of offices in All other State/UT's	
7.	Contact Person with telephone no. & e-mail ID	

List of documents to be attached with Expression of Interest:-

- a. Copy of the Registration documents of the Organization
- b. Copy of the Pan Card
- c. Copy of GST
- d. Profile explaining the works done by the organization for the disabled people and experience in access audit
- e. Profiles of the experts in audit committee



Format - 3

Financial Bid

Institution Type	Rate Quoted (in Rupees) (Inclusive of all taxes and miscellaneous expenses)
Institution having small infrastructure	
Institution having medium infrastructure	
Institution having large infrastructure	

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