



INDIAN INSTITUTE OF MANAGEMENT KASHIPUR
Kundeshwari, Dist. Udham Singh Nagar, Kashipur – 244713
Uttarakhand (India)

website: www.iimkashipur.ac.in

Expression of Interest (EOI)

For Hiring of Placement Consultant / Agency
For Indian Institute of Management Kashipur

The Indian Institute of Management Kashipur is a new entrant in the elite league of IIMs. The institute is set up with the objective of providing quality management education while sensitizing students towards the needs of the society.

IIM Kashipur commenced operations from July 2011 under the mentorship of IIM Lucknow. The Institute offers Post Graduate Programme in Management (PGPM), a two year full time residential programme. The rigorous curriculum seeks to instil a passion for knowledge and ability to apply that knowledge to real life scenarios. The programme lays emphasis on all-round personality development and inculcates the values of leadership and integrity.

The institute is located in one of the most densely industrialized regions in the country with over 180 industries having plants in and around the region and many more coming up. This places the Institute at a vantage point when it comes to 'Learning by Doing' via frequent industry interactions and live projects.

IIM Kashipur intends to engage a Consultant / Agency for initial period of three/ two/ one year, to provide services for placement of its students.

Now competent and capable consultants meeting all the requirements are requested to forward their Expression of Interest (EOI) along with the requisite information and documents to the following address:

Chief Administrative Officer,
Indian Institute of Management Kashipur,
Kundeshwari, Dist-Udham Singh Nagar, Uttarakhand – 244713,

Last date of submission of EOI is 09.06.2018 by Post/Courier/Hand. The EOI submitted by email/fax will not be accepted.

Query if any, may be sent to email id - amit.chanpuria@iimkashipur.ac.in

Based on the EOI, limited/open tender will be issued to the shortlisted competent and capable consultants for award of contract.”

For detail scope of work, Pre- Qualification requirement and other information are as under:

1.0 Scope of Work:

The scope of work of the Consultant / Agency is as below, but not limited to this. In case any other job is required for successful execution of placement of students then the same shall also be organised by the Consultant / Agency

- (a) To drive placement process for final year students in consultation with Placement Office of IIM Kashipur.
- (b) Support 1st year students with internship.
- (c) To get live Projects and other campus engagement activities from reputed companies.
- (d) To get reputed speakers from industry for PGP course / seminars.
- (e) Preparation of detailed schedule for placement of final year student and other related activities (with budget estimates / approval)
- (f) To prepare overall placement report i.e. Final placement report and Summer placement report accordingly from time to time.
- (g) Liaisoning with industry and reputed companies for placement with proper scheduling of these activities.
- (h) Consultant / Agency to provide complete / full assistant for placement of students of IIM Kashipur.

2.0 Pre-Qualification requirement

- 2.1 Agency must be a registered one () with GST registration number and all other relevant approvals / licence etc.
- 2.2 The agency should have experience of working with any IIM for placement support activities.
- 2.3 The agency / consultant must have qualified staff having at least five years of experience in his team or as associate.

3.0 Bid Requirements:

- 3.1 In this EOI, the following terms shall be interpreted indicated:

‘Bid’ means response to this EOI
‘Bidder’ means the respondent to this EOI.

- 3.2 The bidder / consultant shall enclose documents along with the bid to show that he has previous experience. It shall be the responsibility of the bidder to fill complete, correct and accurate information in line with the requirements/stipulations of EOI documents, regarding their past experience and other information required to facilitate due evaluation / consideration of their bids. In case any essential information given by a bidder/consultant is found to be incorrect or a misrepresentation, the bid is likely to be rejected as not responsive, and if the bid has resulted in a contract, the contract is liable to be terminated.

- 3.3 The bidder shall have to sign a Secrecy Agreement with IIM Kashipur whenever called for.

- 3.4 The consultant / agency shall be deemed:
- (a) to have information of IIM Kashipur location and its surroundings and all available information relating thereto (including any such information provided by or on behalf of IIM Kashipur)
 - (b) to have satisfied itself, before submitting its bid, as to the nature of work including geological conditions of the Institute, the extent and nature of work and materials necessary for the completion of the assigned work and accommodation it may require, and
 - (c) generally to have obtained all necessary information as to risks, contingencies and all other circumstances which may influence or affect bid
- 3.5 Furthermore, the consultant / agency shall be deemed to have taken into account, prior to entering into the contract, any further information provided by IIM Kashipur before the effective date.
- 3.6 The Institute shall not be liable to the consultant / agency for claims for additional payments under the Contract on account of matters affecting the assigned work and/or any associated activities, which the consultant / agency:
- (a) should have determined and understood prior to submission of its bid for the performance of the work on the basis of information provided by or on behalf of the Institute, or
 - (b) Could reasonably be expected to have been aware of as an experienced consultant / agency in the field of the kind of services to be performed under the contract.