

Request for Quotation (RFQ)
For
Outsourcing of Industry Re-Validation work
for
Published National Standards
in Life Sciences Sector

Issued by:



Life Sciences Sector Skill Development Council

14, Palam Marg, 2nd Floor Rear, Vasant Vihar, New Delhi 110057

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LIFE SCIENCES SECTOR SKILL DEVELOPMENT COUNCIL (LSSSDC) – AN INTRODUCTION

Established in 2014, Life Sciences Sector Skill Development Council (LSSSDC) is a Non-Statutory Skill Certification Body authorized by Ministry of Skill Development and Entrepreneurship, Govt. of India.

LSSSDC is a not for profit organization, registered under the Societies Act, 1860. As a National level organization, in partnership with various stakeholders groups, it will serve to address the skill shortfalls in the Life Sciences Sector in India. It's aim, over a 10 year period, will be to map all job roles in the Sector (estimated 100), enlist Training Organizations, train the Trainers and certify approx. 2.1 mn skilled workers in this Sector.

The Life Sciences Sector Skill Development Council (LSSSDC), set up specifically for skill development & training for the Life Sciences (pharmaceutical, Bio pharmaceutical and Contract Research) industry, has developed Occupational Standards and Qualification Packs (standard of performance for specified job role), which have been validated by Industry (including our Members) and approved by Govt of India as 'National Standards' of the specific job role. 61 of such National standards have been prepared and published thus far. The standards are published in public domain and can be accessed by clicking on <http://lssdc.in/qualification-pack-details>.

LSSSDC has also, with Industry inputs, developed Curriculum and Content for the major job roles. All skilling activity, and assessment/ certification will conform to these Industry defined/ validated Standards, Curriculum and Content.

The key objective of the LSSSDC is to create a robust and vibrant eco-system for quality education and skill development in Life Sciences space (comprising Pharmaceuticals, Biotechnology and Clinical Research) in the country.

REQUEST FOR QUOTATION

LSSSDC seeks RFQ from reputed consulting firms which can undertake the following:

Assist LSSSDC Standards team in re-validation of existing “Published Qualification Packs” as per the scope given in this RFQ document.

LSSSDC, through this Request for Quotation (RFQ), seeks to select a competent consulting firm with relevant experience and capabilities to compile and complete documentation for re-validation of Published Qualification Packs.

PROJECT SCOPE & BRIEF

Current Scenario & Objective of the Project

Currently, LSSSDC has 61 Qualification packs published post approval of NSQC. These 61 qualification packs are due for re-validation and rationalization.

LSSSDC standards team has already rationalized the qualification packs for merger with a provision of optional/ electives / multiskilling.

The objective of this Project is to re-validate Qualification Packs, in consultation with all concerned, particularly those actively involved in Life Sciences sector, to be used as benchmark of performance, together with knowledge, skills and understanding expected from Life Sciences sector Professionals at different functional levels. These re-validated standards will then be used to provide a foundation for standardised education, training and apprenticeship, assessment & certification of professionals, accreditation and quality assurance of training institutions, laying down career paths, providing placement support through LMIS; with an overall clear objective of ensuring availability of competent and skilled manpower to the sector.

Scope of Work

The scope of this project shall include but not necessarily be limited to the following tasks:

A. Revalidation of National Occupational Standards

- Revalidation of all existing Published National Occupational Standards & Qualification Packs (total 46 post rationalization) in phased manner.
- Revalidation through Key Stakeholders
 - Participation in meetings for seeking suggestions/ approval on Industry Validation Draft for the targeted job roles.
 - Revision of document by incorporating feedback from industry
 - Documentation (Soft Scanned Copies and email (Mail Chains record) and filing of printouts for all the job roles for all the feedbacks received that will be submitted to NSDC

- Prepare QRC Submission Docket according to Due-Diligence Checklist version 2.0(enclosed as annexure)
 - Compilation of Industry Validation for approval of QP as per the following minimum criteria:
 - Large – Min. 10 employers
 - Medium – Min. 10 employers
 - Small- Min. 10 employers
 - Framing of the Functional Analysis document
 - Preparation of QRC Summary Sheet and all docket
 - QP document development as per NSDC formats as per NSDC guidelines
 - Development of Model Curriculum aligned to the QP in case where the curriculum is not available for the existing published QP
 - Revision of Model Curriculum aligned to the QP in case where the curriculum is available for the existing published QP
 - Validation of Curriculum with 6 Industry players (2 Large, 2 Mid, 2 Small) and 2 academic institutions of relevance to that job role
 - Preparation of Q File as per NSDC prescribed format
 - Preparation of QRC Presentation with the following:
 1. Occupational Map in the template promulgated by the NSDC Standards Team
 2. QRC Summary sheet as promulgated in May 2019
 3. NOS-wise NSQF Level
 4. Summary of Training Duration as approved in the Model Curriculum
 - Final Version of NOS and Sustainability Plan to maintain the relevance and currency of NOS
 - While revalidating occupational standards, all existing standards in Life Sciences, including those in other countries, shall be studied and assessed and best practices be taken into consideration. International standards are particularly relevant for the Life Sciences sector, which is globally inter-connected
 - National Occupational Standards should categorically mention Function Description and Competencies - Knowledge (Generic and Domain Specific), Skills (Generic and Domain Specific) as per NSDC guidelines
 - National Occupational Standards & Qualification Packs should have a cross reference to NSQF and NCO 2015
 - **Occupational Standards should also have:**
 - **Unique Reference Number:** A combination of 3 letter and 4 numbers code that identifies the standards has been set up by Life Sciences Sector Skill Development Council according to the Occupation Map.
 - **Qualification Packs** to define the set of NOS which are aligned to one Job Role.
 - **Criteria for Assessment of those undergoing training** to be included in the Qualification pack as Appendix
- (Please refer to the attached “NOS Protocol”, prepared by NSDC)*

SCHEDULE OF EVENTS

The following table provides a schedule of Events relating to this request.

Event	Target Date
RFQ issued to the Vendors / Published on the website	30 May 2019
Clarification session on RFQ for the vendors	7 June 2019
Last date of submission of Quotation	14 June 2019
Presentation by the Bidding Organization to the LSSSDC Selection Committee covering Technical Bid	20 June 2019
Award of Contract by LSSSDC	21 June 2019
Commencement of implementation of project	24 June 2019
Estimated Project closure date for Phase 1	30 September 2019
Estimated Project closure date for Phase 2	30 March 2019

*The dates furnished above are subject to revision by LSSSDC

PROJECT DELIVERABLES & TIMELINES

S. No.	Activity	Timeline
1	Commencement of Implementation of Project	
2	Submission of 31 Qualification Packs to QRC Phase 1	
3	Submission of 31 Curriculum to QRC Phase 1	
4	Submission of 31 Qualification Packs to NSQC Phase 1	
5	Submission of 15 Qualification Packs to QRC Phase 2	
6	Submission of 15 Curriculum to QRC Phase 2	
7	Submission of 15 Qualification Packs to NSQC Phase 2	

QUOTATION OPENING AND EVALUATION CRITERIA

LSSSDC has constituted a Selection Committee (comprising Standards Team members and NOS Committee Members) to evaluate the responses of the bidders to the RFQ. Each bidder would be required to make a presentation to the LSSSDC Selection Committee.

Evaluation of Bid

- A two-stage Evaluation Criteria will be adopted in evaluating the bids.

Bidding Protocol

- The commercial bids will be opened and evaluated of only those consortia / consulting firms which fulfil the following conditions
 - ✓ Prior Consulting Experience in NOS, HR, Vocational Education, Talent Supply Management, etc for Life Sciences Sector in India or Abroad or both
 - ✓ Prior Experience with regard to Preparation/Revalidation of NOS either in India or Abroad or both, and
 - ✓ Secure at least minimum technical score of 70% of the obtainable score of 100 points.

Note: Prior experience, as stipulated above, should be present amongst consortium members (proof of which would need to be provided) and not necessarily embedded in the bidding organization}

- Technical Bid

Consortia / Consulting Firms must

- A. have prior Experience in HR consulting (excluding recruitment), Talent Management etc for Life Sciences Sector in India or Abroad or both.
- B. have prior Experience with regard to Development/Revalidation of NOS/QPs either in India or Abroad or both, and
- C. secure minimum technical score of 70% of the obtainable score of 100 points

Note: Prior experience, as stipulated above, should be present amongst consortium members (proof of which would need to be provided) and not necessarily embedded in the bidding organization}

S. No.	Evaluation Criteria / Definition	Point Score
1	Profile of the Consultants Executing the Project	25
	Members executing the project having minimum 5 years of relevant experiences (NOS, HR, Vocational Education, Talent Supply Management, etc as given in point A & B as above) : Expected to have 5-10 team member with min. 5 years relevant experience	

	Head of the Project having experience of Life Sciences Sector: Expected to have 10-30 years of Sector experience	5	
	Team Size allocated for project: Expected to have 6-20 team members allocated for project	10	
2	Spread and Reach of the Consortium / Consulting Firm		15
	Spread and reach of operations across states / regions/ countries in the area of new National Occupational Standards / Qualification Packs development: Every relevant project to get maximum 2 marks, Maximum 5 Citations	10	
	Spread and reach of operations across states / regions/ countries in the area of revalidation of Qualification Packs/ National occupational standards: Every relevant project to get maximum 2.5 marks, Maximum 2 Citations	5	
3	Experience of the Consortium / Consulting firm in projects in Life Sciences in India and/or Abroad (any project in addition to experience of creating/ revalidating NOS in Life Sciences Sector in India and abroad which is a must – as given above “A”). The objective is to understand the depth and knowledge base available with the consortium / consulting firm in Life Sciences sector for Human Resource/ Talent Management consulting, necessary for successful execution of the project. Every relevant project to get maximum 5 marks, Maximum 3 Citations		15
4	Approach & Methodology of Execution (Description of the methodology to be adopted to execute the project. This includes approach, processes, team/ resource utilization, key activities, work plan in line with timelines, and reporting and control mechanism to be used to efficiently manage the project)		20
5	Timelines for Execution (Capacity to achieve milestones and complete the project timelines as defined in the RFQ. Please provide timeline charts showcasing planned vs achieved, pertaining to last 5 projects executed, which should preferably be in Life Sciences Sector). Every citation will have 5 points.		25
	TOTAL POINTS		100

- **Financial Bid:** The Bidder shall indicate the prices of services it proposes to supply under the contract.

Clarification: The financial bids should cover the following, as given in the Scope of Work

Services	Fee for Services (Indian Rs)
<ul style="list-style-type: none"> • Participation in Industry stakeholders meetings PAN India for seeking suggestions/ approval on Industry Validation Draft for the targeted job roles: Quote for per meeting 	
<ul style="list-style-type: none"> • Compilation of Revalidated QP and Preparation of docket QRC and NSQC submission for every re-validated qualification pack as per scope: Quote for per QP 	
<ul style="list-style-type: none"> • Development/ revision of Model Curriculum aligned to the re-validated QP and getting industry validation as given in scope of work: Quote for per Curriculum 	

- The contract will be awarded to the organisation which **qualifies the minimum score of technical bid and gets the highest score in overall evaluation** based on weightage average method.
- For the purpose of evaluation, the **weightage given to technical bid score and financial bid score is 60%:40% respectively.**
- The scores will be calculated up to **one decimal place**
- In case of a tie between two bidding organizations for overall evaluation score, the L1 organization in financial bid will be awarded the contract.

Note: The Bidder shall indicate the prices of services it proposes to supply under the contract. All costs shall be inclusive of all taxes, duties, charges and levies of State or Central Governments, as applicable, at the date of signing the Agreement and subject to deduction of all statutory deductions applicable, if any. In case of upward revision to duties and taxes the Bidder will be responsible to incur the additional cost. The Bidder has to include all costs like Travel, stationary, Lodging & Boarding, Local Travel expenses, etc incurred during the execution and LSSSDC will not bear any additional costs on these beyond agreed.

QUOTATION CONTENT GUIDELINES

In order to facilitate the evaluation by the LSSSDC Selection Committee and to ensure each Quotation receives full consideration, Quotations should be accompanied by the documents as listed below.

- **Quotation Submission Letter along with Table of Contents, Executive Summary, Vendors Profile**
- **Technical Quotation along with**
 - **A Descriptive Note on the Project & deliverables as per your understanding.**
 - **Approach Paper with details on methodology:** This section should demonstrate the Bidder's responsiveness to meet or exceed the specifications, given by LSSSDC. The description below briefly describes the proposed methodology. The selected vendor may suggest changes/ additions/ modification for more effective achievement of the objective by:
 - Referring to the research studies which have already been conducted so as to have an overall understanding of the Human Resource structure in the sector
 - Industry Survey to determine the emerging demands for various Occupations / Job Roles in the sector
 - Discussions with Industry stakeholders to carry out Occupational Analysis
 - Carry out functional analysis to identify all purposeful activities required to perform the function
 - Identification of existing NOS, if any available, and refer to the same for carrying out functional mapping and developing NOS for the Life Sciences sector
 - Referring to NOS already in existence in other countries (US, Switzerland, Japan, UK, Canada, Australia etc) so as to ensure benchmarking

- Revalidation of NOS with the following characteristics:
 - i. Clear, concise and readable, in unambiguous language
 - ii. Flexible to accommodate changes in future
 - iii. Self-sufficient with minimum cross references
- Matching the NOS required as per current skills and projected Skills and incorporating potential education and training need in the future to fill in the gap
- The Format of NOS and Qualification Pack would be exactly as laid down in **NSDC QP-NOS guidelines (Refer: NSDC Website - www.nsdcindia.org)**
- Preparation of Qualification File (Q File) for NSQC submission as laid down in Q file template given by NSDC
- **Prior Experience with regard to Preparation and Re-validation of NOS** – Details to be attached
- **Profile of Consultants Executing the Project** - Details to be attached
- **Spread and Reach** – Details of office / operations across states / regions
- **Timelines for Execution of the Project** – Your estimates / preference

QUOTATION PREPARATION COSTS

- The bidder is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of Quotation, in providing any additional information required by LSSSDC to facilitate the evaluation process, and in negotiating a definitive Contract or all such activities related to the bid process. LSSSDC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process
- This RFQ does not commit LSSSDC to award a contract or to engage in negotiations. Further, no reimbursable cost may be incurred in anticipation of award or for preparing this bid
- All materials submitted by the bidder become the property of LSSSDC and may be returned completely at its sole discretion

BIDDERS' INQUIRIES AND LSSSDC'S RESPONSES

- All enquiries / clarifications from the bidders related to this RFQ, must be directed in writing exclusively to **Mr. Anshul Saxena, Director- Standards and Training Advisory, Life Sciences Sector Skill Development Council** at his email ID ANSHUL.SAXENA@LSSSDC.IN

VENUE AND DEADLINE FOR SUBMISSION

- **Quotations must be received at the address specified below by 1700 hours on 14 June 2019**, by the authorized representative mentioned in the document.
Mr. Anshul Saxena,
Director- Standards and Training Advisory
Life Sciences Sector Skill Development Council
14 Palam Marg, Rear 2nd floor
Vasant Vihar, New Delhi 110057
- Any Quotation received by the LSSSDC after the above deadline shall be rejected and returned unopened to the Bidder
- The bids submitted by fax/e-mail etc. shall not be considered. No correspondence will be entertained on this matter
- LSSSDC shall not be responsible for any postal delay or non-receipt/ non-delivery of the documents. No further correspondence on the subject will be entertained
- LSSSDC reserves the right to modify and amend any of the above-stipulated condition/criterion depending upon project priorities vis-à-vis urgent commitments

GENERAL INSTRUCTIONS

- Consulting Firms / Consortia submitting the Quotation must be a legal entity duly incorporated under the law
- Must have a Permanent Account Number (PAN) from Income Tax authorities.
- All the communication to LSSSDC including the Quotation and the bid documents shall be signed on each page by the authorized representative of the bidder and authority letter should be attached with the bid
- The bidders should submit their **Quotations in 2 sets** of printed copies and a non-rewritable CD as a single file in PDF format.
The Bid should be submitted in two separate envelopes;
 - **Technical Quotation**
 - **Financial Bid**
- All pages of the Quotation must be sequentially numbered and shall be initialled by the Authorized Representative of the bidder
- The technical part of the Quotation should not contain any pricing information whatsoever on the services offered. Pricing information shall be separated and only contained in the Financial Bid
- Information which the Bidder considers proprietary, if any, should be clearly marked “proprietary” next to the relevant part of the text and it will then be treated as such accordingly
- All prices shall be quoted in Indian Rupees (INR)

- Quotations shall remain valid for One Hundred and Twenty (120) days after the date of Quotation submission prescribed by the LSSSDC. A Bidder granting the request will not be required nor permitted to modify its Quotation
- The Bidder shall seal the Quotation in one outer and two inner envelopes, as detailed below
- The outer envelope shall be addressed to –

**Mr. Anshul Saxena,
Director- Standards and Training Advisory
Life Sciences Sector Skill Development Council
14 Palam Marg, Rear 2nd floor
Vasant Vihar, New Delhi 110057**

Marked Clearly Quotation for – “Re-Validation work for Published National Standards in Life Sciences Sector”

Both inner envelopes shall indicate the name and address of the Bidder

- (a) The first inner envelope shall contain the technical information with 2 hard copies duly marked “Original” and “Copy” and one soft copy
- (b) The second inner envelope shall include 2 copies of the Financial Bid duly marked “Original” and “Copy”

The hardcopies of the Technical Quotation and Financial Bid should be in separate sealed envelopes, clearly marked as “Response to RFQ for Re-Validation work for Published National Standards in Life Sciences” (Technical Quotation or Financial Bid – as the case maybe)

- (c) The outer envelope shall indicate the name and address of the bidder to enable the Quotation to be returned unopened in case it is declared “late.” Both inner and outer envelopes shall be addressed to LSSSDC at the address specified above

The Bidder may withdraw its Quotation after the Quotation’s submission, provided that written notice of the withdrawal is received by the LSSSDC prior to the deadline prescribed for submission of Quotation

RIGHTS OF LSSSDC

- At any time, LSSSDC may, for any reason, modify the RFQ Document by an amendment.
- The amendment will be intimated to all proposers who confirm their intention to participate, by email
- In order to accord prospective Bidders reasonable time to take the amendment into account in preparing their bids, LSSSDC may, at its discretion, extend the last date for the receipt of Bids
- The bidders are allowed to resubmit their bid- if required, after such amendments
- If LSSSDC deems it appropriate to revise any part of this RFQ or to issue additional data to clarify an interpretation of provisions of this RFQ, it may issue supplements to this RFQ
- LSSSDC may, at it’s discretion, extend the deadline for submission of Quotations by issuing a corrigendum through email to all confirmed proposers, in which case all rights and obligations of the project and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended

- LSSSDC may terminate the RFQ process at any time without assigning any reason. LSSSDC makes no commitments, express or implied, that this process will result in a business transaction with anyone
- LSSSDC reserves the right to accept or reject any Quotation, and to annul the short-listing process and reject all responses at any time without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected bidder or bidders of the grounds for LSSSDC’s action

PAYMENT TERMS AND CONDITIONS

1. The contract(s) signed with the successful consultant(s) will be a fixed price contract
2. In consideration of the contractor satisfactorily completing all of its obligations under this contract, the contractor shall be paid a firm price based on deliverables
3. Payments shall be made within 15 days by LSSSDC after submission of the invoice or claim by the Service Provider and upon verification and certification by the concerned official. LSSSDC Selection Committee shall certify corresponding milestones agreed and achieved
4. Payments shall be made in Indian Rupees/ INR
5. Amount payable to the Service Provider as stated in the Contract shall remain non-negotiable and fixed during the tenure of the Contract
6. It is proposed to enter into a deliverables based payment with the Bidding Agency selected to conduct this exercise details of which are as under:

	Presentation of the detailed Plan of Action with schedule & Signing of Contract	5%
	Functional & Occupational Mapping Report & Functional Analysis and Development of Functional Maps for functions / job roles covering 80% of the workforce requirement	10%
	Development of NOS for functions and Job Roles covering 80% of the workforce requirement – Presentation of Interim Report to LSSSDC to seek their advice / views	25%
	Presentation of the final report on NOS after taking into consideration the advice / views of LSSSDC and also after extensive consultation with stakeholders to ensure their validation	20%
	Presentation of NOS + QP + Sustainability Plan to maintain relevance of NOS	40%

Penalty Clause: In case the Consultant doesn’t meet agreed timelines. For every milestone a delay by every 15 days, a penalty of 5% of the milestone pay-out shall be deducted.

AWARD OF CONTRACT

- To assist in the examination, evaluation and comparison of Quotations, LSSSDC may at its discretion, ask the Bidder for clarification / seek information on the Quotation
- Arithmetical errors in the Quotation will be rectified on the following basis: If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Bidder does not accept the correction of errors, its Quotation will be rejected
- Review Meeting with LSSSDC will be held within 2 Weeks of Start of the Project and every two weeks in the following weeks or as and when required
- The decision of the LSSSDC Selection Committee in the evaluation of Quotations shall be final. No correspondence will be entertained outside the process of negotiation/ discussion with the Committee
- LSSSDC reserves the right at the time of award of contract to vary the quantity of services and goods specified in the RFQ without any change in price or other terms and conditions.
- The Contract would clearly mention the Service Levels Agreement for all milestones with defined tasks and timelines
- The Bidders performance to Service Levels will be assessed as per agreed Service Level Agreements (SLAs). Default will occur if Bidder fails to meet the target service levels, as measured on a monthly basis, for a particular Service Level
- All delays, failures to adhere to the SLAs will attract a financial penalty. This will be mutually decided by the selected bidder and LSSSDC while signing the contract
- Within 3 days of receipt of the contract the successful Bidder shall sign and date the contract and return it to the Purchaser
- The LSSSDC reserves the right to:
 - Reject any or all Quotations received
 - Enter into negotiations with one or more applicant on any aspects of the Quotation
 - Accept any Quotation in whole or in part
 - Award or negotiate one or more consultancy agreements
 - Verify any or all information provided in the Quotation
- The contract to be entered into will be finalised mutually between selected vendor and LSSSDC, and will contain standard terms and conditions. If, in the opinion of the LSSSDC, it appears that a contract will not be finalized with the selected vendor within three (3) days, negotiations with other vendors submitting responsive Quotations may be undertaken
- Final Report will be validated by the LSSSDC Selection Committee & Governing Body of LSSSDC

Quotation Submission Letter

(RFQ for “Re-Validation work for Published National Standards in Life Sciences Sector”)

(to be on Proposer’s letterhead)

To:

Mr. Anshul Saxena,
Director- Standards and Training Advisory
Life Sciences Sector Skill Development Council
14 Palam Marg, Rear 2nd floor
Vasant Vihar, New Delhi 110057

Dear Sir/Madam,

We, the undersigned, as Proposer, having examined the complete RFQ document do hereby offer to **Revalidate Published National Occupational Standards for selected Job Roles in the Life Sciences sector for LSSSDC** in full conformity of your requirements as elaborated in RFQ for the amounts mentioned by us in the Financial bid or such other sums as may be agreed to between us.

We hereby agree to all the terms and conditions stipulated in the RFQ and submit herewith our Quotation for the said Project.

Yours faithfully,

(Authorised Signatory)

In the capacity of _____

Duly authorized to sign the Quotation for and on behalf of Principal Proposer.

(Name & Designation, seal of the firm)

Letter for Submission of Technical Bid

(to be on Proposer's letterhead)

To:

Mr. Anshul Saxena,
Director- Standards and Training Advisory
Life Sciences Sector Skill Development Council
14 Palam Marg, Rear 2nd floor
Vasant Vihar, New Delhi 110057

Dear Sir,

Sub: Your RFQ for "Re-Validation work for Published National Standards in Life Sciences Sector"

With reference to the above RFQ, having examined and understood the instructions, terms and conditions, we hereby enclose our offer. We also hereunder submit the required information:

- **A Descriptive Note on the Project & Deliverables**
- **Approach Paper with details on methodology**
- **Details of Prior Experience with regard to Preparation of NOS**
- **Profile of Consultants Executing the Project**
- **Company Profile, including date of establishment**
- **Nature of Business**
- **Turnover and Profits of last 3 years**
- **Details of office / operations across states / regions**

We certify that all statements made with regard to the education and the experience of individuals proposed for completing the subject work are accurate and factual, and we are aware that the LSSSDC reserves the right to verify any information provided in this regard and that untrue statements may result in the Quotation being declared non-responsive or in other action which the LSSSDC may consider appropriate. We understand that LSSSDC is not bound to accept the offer and that LSSSDC has the right to reject the offer without assigning any reasons whatsoever.

Yours faithfully,

Authorised Signatory of Proposer
(Name & Designation, seal of the firm)

Letter for Submission of Financial Bid
(to be on Proposer's letterhead)

To:

Mr. Anshul Saxena,
Director- Standards and Training Advisory
Life Sciences Sector Skill Development Council
14 Palam Marg, Rear 2nd floor
Vasant Vihar, New Delhi 110057

Date

Dear Sir/Madam,

Sub: Your RFQ for "Re-Validation work for Published National Standards in Life Sciences Sector"

Having examined and understood the Quotation Documents and terms and conditions, the undersigned, offer to **Revalidate Published National Occupational Standards for Job Roles in the Life Sciences sector** **inconformity** with the said Quotation documents for the sum of(Rs.)

We undertake, if our Quotation is accepted, to deliver in accordance with the delivery schedule specified in the RFQ. Until a formal contract is prepared and executed, this Quotation, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

(Signature)

(Name) (in the capacity of), seal of firm

Duly authorized to sign Quotation for and on behalf of the Proposer.

Schedule of prices (Financial Bid)