

**Expression of Interest (EOI) For Training Partner
with
Kerala Tourism Development Corporation Ltd**
(A Government of Kerala undertaking)

Kerala Tourism Development Corporation Limited was established by the government of Kerala and Incorporated as a private limited company. The basic objective is to promote and develop tourism in the state of Kerala. This is attained by establishing and managing hotels, restaurants, motels etc across the state. KTDC has pioneered in destination development and has been crucial in upgrading the state as one of the most sought after tourist destinations of the world. The corporation has 28 hotels/ resorts (varying from premium to standard to basic), 11 motels, 3 restaurants and 20 restaurant and beer parlours apart from two tourist reception centers and one central reservation center. KTDC is conducting regular training sessions for its employees to update the standards and prodecures to meet its targets

Kerala Tourism Development Corporation Limited (KTDC) invites Expression of interest from Human Resource Management agencies for providing training in various areas of Hospitality Industry to its employees of operational / supervisory / managerial cadre .

OBJECTIVES OF THIS EXPRESSION OF INTEREST (EOI)

Kerala Tourism Development Corporation recognise that Training is crucial for organizational development and success. It is fruitful to both employers and employees of an organization. An employee will become more efficient and productive if he is trained well. Training is given on four basic grounds:

1. Employees who join an organization are given training. This training familiarize them with the organizational mission, vision, rules and regulations and the working conditions.
2. The existing employees are trained to refresh and enhance their knowledge.
3. If any updations and amendments take place in technology, procedure , service standards , training is given to cope up with those changes..
4. When promotion and career growth becomes important. Training is given, so that employees are equipped to share the responsibilities of the higher level job.

In this scenario, for a systematic and effective implementation of various training programmes, it is inevitable to select a Training agency for KTDC for organizing the coordination and implementation of various training programmes.

The objective of this EOI is to solicit proposals from Training agencies for providing services of Training Partner for KTDC properties . The Training partner will be responsible for conducting training programmes in various properties of KTDC across the state of Kerala. The EOI intends to bring out the details with respect to scope of services that are deemed necessary to share with the interested bidders.

This Expression of Interest (EOI), issued by M/s. Kerala Tourism Development Corporation Ltd, an undertaking of Government of Kerala, is intended to select potential Training Partner for the next three years . Company's decision with regard to the selection of Training Partner through this EOI shall be final and the Company, KTDC , reserves the right to reject any or all the bids without assigning any reason.

Calendar of events

S. No	Particulars	Date and time
1.	Release of Expression of Interest (EOI)	16.10.2017
2.	Last date for submission of EOI	15.11.2017, 1400 Hrs
3.	Opening of EOI Responses	16.11.2017 14.00 hours

QUALIFICATION CRITERIA

The invitation for EOI is open to all entities registered in India who fulfil qualification criteria as specified below:

- a) Kerala Tourism Development Corporation Limited (KTDC) reserves its right to subject the bidders to security clearances as it deems necessary
- b) The participation is restricted to organizations registered in India as on 31st March, 2017.
- c) The Bidder should satisfy all of the criteria below on its own:
 - i. The agency should be a Society registered under Societies Registration Act XXI of 1869 or a Trust registered under Indian Trust Act 1881 or a company registered under Indian Companies Act 1956 or an educational institution or similar establishment.
 - ii. The agency should have a minimum of five years existence for the year ending 31st March 2017 as evidenced by the Certificate of Registration/Incorporation issued by the concerned Authority

- iii. The agency must have audited Balance sheet and final accounts for a minimum of five financial years ending 31st March 2017 with a minimum turn over of One crore
- iv. The agency should have work experience with leading hotel chains across the country for at least five years
- v. The agency should have direct experience in training and developing employees of three star or above category of classified hotels .

DISQUALIFICATIONS:

KTDC may at their sole discretion and at any time during the evaluation of EOI, disqualify any agency, if the agency have:

- a) Submitted the EOI documents after the response deadline.
- b) Made misleading or false representations in the forms, statements and attachments submitted in proof of the experience.
- c) Submitted an EOI that is not accompanied by required documentation
- d) Failed to provide clarifications related thereto, when sought.
- e) Submitted more than one EOI
- f) Declared ineligible by the Government of India and, or Govt. of Kerala for corrupt and fraudulent practices or blacklisted.
- g) Submitted an EOI with price adjustment/variation provision.

CHECK LIST – DOCUMENTS TO BE SUBMITTED ALONG WITH TENDER

EOI

- Annexure – 1 : Incorporation Certificate
- Annexure – 2 : Copy of PAN card
- Annexure – 3 : Copy of Service Tax registration certificate
- Annexure – 4 : Certificate from a practicing Chartered Accountant for Number of persons trained on an annual average basis in the last five years

Annexure – 5 : Certificate from Chartered Accountant for Average annual turnover from Human resources Development training and coordination projects with Hotel chains have 3 star or above classified hotels

Annexure – 7 : Copies of Recognitions, Affiliations, Accreditations, Agreement, MoU.

Annexure – 8 : Copy of affiliation certificate

Training Proposal.....

Signature

Name

Designation

Contact address

Tel/ Mob Number

Email

Seal

The Expression of Interest along with the accompanying documents should be submitted in a sealed envelope duly super scribed with "Expression of Interest as training partner with KTDC " on or before 15th November 2017 14 hours .
Address for submission of EOI

The Managing Director
Kerala Tourism Development Corporation
Mascot Square
Thiruvananthapuram – 33.
0471 27121243

Shortlisting of agencies will be done after scrutinizing the prequalification documents and EOI proposals . Only shortlisted agencies will be intimated by KTDC in further tendering process. KTDC reserves the right to accept or reject any or all EOI without assigning any reason thereof.


Managing Director