



**MAHISHADAL RAJ COLLEGE**



**DEEN DAYAL UPADHYAY KAUSHAL KENDRA**

**Govt. Sponsored College, NAAC accredited Grade 'A'**

**NSDC Training Partner**

**DST (FIST) Govt. of India Approved**

**Mahishadal : Purba Medinipur**

Ref No: Ref No:DDUGKY/TC/TEN/01/22-23

Date: 13.02.2023

**Tender Notification for the Purchase of Materials & Laboratory Equipment for the Training Centre of DDUGKY Project**

Deen Dayal Upadhyay KAUSHAL Kendra, Mahishadal Raj College invites Quotation in Sealed Envelope from the reputed manufacturers / Suppliers / Dealers for the Purchase and Supply of the following items required for setting up of a Training Centre of DDUGKY Project. All Quotations must be submitted itemwise separately inclusive of GST or any other applicable taxes to the Office of the Director of KAUSHAL Kendra within seven days of the Publication of this Notice.

Sl	Item Description / Specification	Qty
1	PVC Student Chair in steel frame with Writing Slab of a reputed company	175 pcs
2	Power back up facilities for Training Centre ( Luminious or Equivalent Tubler – 150 AH, Luminious or equivalent Inverter – 1250 VA) with installation charges	03 Set
3	CC TV along with all accessories and inclusive of installation charges for Training Centre as per specification mentioned in Annexure A	
4	Fire Extinguisher with all accessories ABC Powder Type dry chemical ,2 Kg	04 pcs
5	Water purifier of any reputed brand with RO and UV facilities, 12 litre capacity	03 pcs
6	Aadhar linked Biometric Finger Print based Attendance Machine with cloud attendance software	02 pcs
7	Electrical Fittings with tubes and Fans	
8	Wooden Desk and Chair for the Class Room Teachers and Office Staff	14 set
9	Wall mount smart LED Projector with Wi Fi of reputed brand	03 set
10	I 3 Desktop computer with monitor, key board, mouse and UPS of reputed brand for Office Staff use	03 set
11	I 3 Desktop computer with monitor, key board, mouse and UPS of reputed brand for computer Lab	14 set
12	Laboratory Equipment for Retail Laboratory as per NSQF Specification attached herewith in Annexure B.	
13	Tablet for students of reputed Brand with 2 GB RAM and 16 GB Internal Memory	175 pcs
14	Study Material, Domain Books (RAS/Q0104, RAS/Q0604) Non Domain Books (Soft Skill & English, IT Skills)	175 Set
15	Uniform and Learning Kit as Annexure C	350 Set

\*\* If under any circumstances, the lowest quoted price of any tender item is higher than the online trading price of Amazon/Flipkart etc, the college authority may have the discretion to purchase directly from the trading web sites.

Dr. Sanjay Sen  
Director, DDU KAUSHAL Kendra  
Project Head, DDUGKY Project  
Mahishadal Raj College



## Annexure - A

### FULL SET OF 16 CAMER WITH NVR

1. UNV FULL COLOR CAMER WITH AUDIO 16 Pcs
2. CCTV UNV NVR 16 CHANNEL 1 PCS
3. 8 PORT POE SWITCH GIGA 2 Pcs
4. SEAGATE 2TB SURVEILLANCE 1
5. D-LINK CAT6 CABLE 1 Mtr
6. CAMERA MOUNT 5X5 BOX 16 Pcs
7. RJ 45 CONNECTOR 32Pcs
8. CAMERA INSTALLATION FOR 16 Pcs
9. 4U RACK 1 Pcs
10. MONITOR 19.5' LED (LG/ SAMSUNG)

## Annexure - B

SL No.	Equipment Name	Minimum number of Equipment required (per batch of 25 trainees)	Unit Type	Dimension/Specification/Description of the Equipment/ ANY OTHER REMARK
1	Display Racks (Gondola)	2	Nos.	Size 3' X 1.5' X 5, Non Branded
2	Display/Boards/ Standees for product categories and offers (Different Types)	3	Nos.	Size 3' X 3' ; 2' X 6', Non Branded
3	Calculator	2	Nos.	Casio or equivalent
4	Stock Almirah	1	Nos.	Size 3' X 2' X 6', Godrej or equivalent
5	Dummy Products (Products with ad-on accessories such as mobile handsets with ear phones etc.) with barcode, specifications, price tags	30	Nos.	Multibranded
6	VM elements (Mannequins - Full/Half Bust (1 -Full , 1-Half), Dangers (3), Wobblers (3), Hangers (3), Banners /Posters (2) POS Display (LED Lightbox) (1), Signage Board (1), Offers /Policy Signage (2)	17	Nos.	Different types of VM elements with quantity : like Mannequins - Full/Half Bust, Dangers, Wobblers, Hangers, Banners /Posters, POS Display (LED Lightbox), Signage Board, Offers /Policy Signage
7	Shopping Basket/Shopping Cart	1	Nos.	60L capacity, Non Branded
8	Dummy Fire Extinguishers	1	Nos.	Cease Fire or equivalent
9	Carry bags of different dimensions	10	Nos.	2kg, 3kg; 5kg bio degradable, Non Branded
10	Customer Inquiry /Lead Register	2	Nos.	Customised
11	Sample Stock delivery note / challan	15	Nos.	Customised
12	Dummy Stock Transfer Notes / Invoice	15	Nos.	Customised
13	Register to record customer delivery	2	Nos.	Customised
14	Stock Inward/Stock Outward register	2	Nos.	Customised
15	Sample forms showing Loyalty scheme/EMI Offers	15	Nos.	Customised
16	Gift wrapping paper (to gift wrap dummy products)	5	Nos.	Customised
17				
18	Point of Sale (POS) Terminal (Computer, Cash drawer, Receipt printer, Barcode scanner, Card swiping machine)	1	Nos.	Multibranded
19	Billing Dummy Software	1	Nos.	Multibranded
20	UV light fake note detecting machine	1	Nos.	Multibranded
21	Posters showing various types of digital payment options such as PayTM, PayPal etc)	10	Nos.	Size A4; A3; A2; A1



SL No.	Equipment Name	Minimum number of Equipment required (per batch of 25 trainees)	Unit Type	Dimension/Specification/Description of the Equipment/ ANY OTHER REMARK
22	Sample of Gift Cards/Coupons/Vouchers	10	Nos.	Customised
23	Credit Notes to demonstrate sales return	15	Nos.	Customised
24	Customer Feedback Forms	15	Nos.	Customised
25	Display Boards / Standees for product categories and offers (Different Types)	3	Nos.	Size 3' X 3' ; 2' X 6', Non Branded
26	Dummy Fire Extinguisher	1	Nos.	Cease Fire or equivalent
27	Dummy DSRs	25	Nos.	Printouts of dummy DSR, Non Branded
28	Dummy products	30	Nos.	Random assortment of FMCG Stock, Multibranded
29	Product signages	10	Nos.	Information on product category
30	Pre - Printed Bill Book With Product Details	10	Nos.	orientation purpose
31	Handheld Palm device with basic DSR information	2	Nos.	Palmtop, Multibranded
32	Software to run DSR on palmtop - demo version	1	Nos.	Software created and licensed through standard vendors- demo version
33	Dummy Product Detailers / Product Catalog	10	Nos.	Dummy detailers, Non Branded
34	Sample route plan	10	Nos.	Customised
35	Sales call process handouts	15	Nos.	Customised
36	Retail Shelf	1	Nos.	To show different product categories and manage display on shelves
37	Sample Retail Standard Operating Procedures (SOP) manual covering do's & don'ts in a store	2	Nos.	Customised
38	In-store induction training manual, HR Manual	2	Nos.	Customised
39	Sample contact list of key internal and external stakeholders	5	Nos.	Customised
40	Attendance register / Employee Work Shift planner	2	Nos.	Customised
41	Sample employee appraisal form	15	Nos.	Customised
42	Sample script for team briefing	15	Nos.	Customised
43	Sample Team Target vis-à-vis Team Performance Report sample (In hardcopy or digital form)	15	Nos.	Customised
44	Dummy stock and inventory management system (Physical register/excel version) to demonstrate stock levels/ageing	15	Nos.	Customised



SL No.	Equipment Name	Minimum number of Equipment required (per batch of 25 trainees)	Unit Type	Dimension/Specification/Description of the Equipment/ ANY OTHER REMARK
45	Sample store profit & loss statements/ledger book for maintaining accounts	15	Nos.	Customised
46	Product planogram	15	Nos.	Customised
47	Sample Vendor List	5	Nos.	Customised
48	Display Racks (Gondolas)	2	Nos.	Size 3' X 1.5' X 5, Non Branded
49	Product detailers/specifications/catalogue	10	Nos.	Dummy detailers, Non Branded
50	Display/boards/standees	3	Nos.	Size 3' X 3' ; 2' X 6', Non Branded
51	Calculator	2	Nos.	Casio or equivalent
52	Stock almirah with dummy products stocked as per FIFO method	1	Nos.	Size 3' X 2' X 6', Godrej or equivalent
53	Point of Sale (POS) terminal	1	Nos.	Multibranded
54	Bar code scanner	1	Nos.	Multibranded
55	VM elements (Mannequins - Full/Half Bust, Dangers, Wobblers, Hangers, Fixtures, banners, POS Display - LED Lightbox, Signage Board; Offer /Policy Signage)	17	Nos.	Different types of VM elements with quantity : like Mannequins - Full/Half Bust, Dangers, Wobblers, Hangers, Banners /Posters, POS Display (LED Lightbox), Signage Board, Offers /Policy Signage
56	Shopping basket/cart	1	Nos.	60L capacity, Non Branded
57	Dummy fire extinguishers	1	Nos.	Cease Fire or equivalent
58	Dummy stock and inventory management system (software/physical register/Inventory tracker in .xls) to demonstrate inventory management	30	Nos.	Multibranded
59	Sample Retail SOP manual covering do's & don'ts in a store	2	Nos.	Customised
60	HR manual - in store induction training	2	Nos.	Customised
61	Code of conduct (sample)	2	Nos.	Customised
62	Sample contact list of key internal and external stakeholders	5	Nos.	Customised
63	Fake note detecting machine with note samples	1	Nos.	Multibranded
64	Attendance register	2	Nos.	Customised
65	Sample employee appraisal form	15	Nos.	Customised

SL No.	Equipment Name	Minimum number of Equipment required (per batch of 25 trainees)	Unit Type	Dimension/Specification/Description of the Equipment/ ANY OTHER REMARK
66	Cash till for cash reconciliation & Bank deposits	2	Nos.	Non Branded
67	Sample store profit & loss Statements/ledger book for maintaining accounts	15	Nos.	Customised
68	Sample script for team briefing	15	Nos.	Customised
69	Sample statutory compliance documents such as shops & establishments certificate	20	Nos.	Customised



# Retail Lab Guidelines

## Size

**Retail Lab:** 400 sq. ft. Carpet Area

**Retail Student Classroom:** 300 sq. ft. Note: Carpet Area

## Note

☑ Mandatory Minimum Lab size in Square Feet for batch of 30 students - 300 sq. ft. (Carpet area)

☑ Mandatory Minimum Student classroom size in Square Feet for batch of 30 students - 300 sq. ft. (Carpet area) 1. 2. Retail Lab Retail Student Classroom 300 sq. ft.

## Retail Lab Equipment

### Display boards / Standees for product categories and offers (Different Types)

☑ Size 3' X 3'; 2' X 6', Non-Branded

☑ Minimum 3 Display Boards / Standees required per batch of 30 / 25 / 20 trainees

### Stock Almirah

☑ Size 3' X 2' X 6', Godrej or equivalent

☑ Minimum 1 stock almirah required per batch of 30 / 25 / 20 trainees

### Dummy products (Products with ad -on accessories such as mobile handsets with earphones etc.) with barcode, specifications, price tags

☑ Multi-branded

☑ Minimum 30 dummy products required per batch of 30 / 25 / 20 trainees

### Posters showing various types of digital payment options such as Paytm, PayPal etc.)

☑ Size A4; A3; A2; A1

☑ Minimum 10 Posters required per batch of 30 / 25 / 20 trainees



## **Gondola**

- ☐ Size 3' X 1.5' X 5, Non-Branded
- ☐ Minimum 2 Gondolas required per batch of 30/25/20 trainees

## **Billing Dummy Software**

- ☐ Multi-branded
- ☐ Minimum 1 billing dummy software required per batch of 30 / 25 / 20 trainees

## **Shopping Basket/Shopping Cart**

- ☐ 60L capacity, Non-Branded
- ☐ Minimum 1 shopping basket required per batch of 30 / 25 / 20 trainees

## **Dummy Fire Extinguisher**

- ☐ Cease Fire or equivalent
- ☐ Minimum 1 dummy fire extinguisher required per batch of 30 / 25 / 20 trainees

## **"VM elements (Mannequins - Full/Half Bust (1-Full , 1-Half), Dangers (3), Wobblers (3), Hangers (3), Banners /Posters (2) POS Display (LED Lightbox) (1), Signage Board (1), Offers /Policy Signage (2)"**

- ☐ Different types of VM elements with quantity: like Mannequins - Full/Half Bust, Dangers, Wobblers, Hangers, Banners /Posters, POS Display (LED Lightbox), Signage Board, Offers /Policy Signage
- ☐ Minimum 17 VM elements required per batch of 30 / 25 / 20 trainees

## **Point of Sale (POS) Terminal (Computer, Cash drawer, Receipt printer, Barcode scanner, Card swiping machine)**

- ☐ Multi-branded
- ☐ Minimum 1 POS terminal required per batch of 30 / 25 / 20 trainees

**\*Note: Apart from these, all the basic facilities should be available for trainees.**



## Annexure – C

NO	PRODUCT / SERVICE NAME	HSN/SAC	QTY UOM
1	<b>SALWAR KAMEEZ WITH DUPATTA</b> DDU-GKY	6211	1.00 Piece
2	<b>T-SHIRT</b> DDUGKY	6109	1.00 Piece
3	<b>GIRL,S WINTER CARDIGAN</b> DDU-GKY	6201	1.00 Piece
4	<b>BOY,S WINTER JERSEYS</b> DDU-GKY	6201	1.00 Piece
5	<b>CAP</b> DDUGKY	6505	1.00 Piece

  

NO	PRODUCT / SERVICE NAME	HSN/SAC	QTY UOM
6	<b>BAG</b> DDUGKY	4202	1.00 Piece