



# SC/ST Welfare Department

## Bihar Mahadalit Vikas Mission

CM Secretariat, 4, Desh Ratn Marg, (4 K.G.), Bihar, Patna  
<http://mahadalitmission.org> Phone : 0612-2215115/2215083



### EXPRESSION OF INTEREST

Bihar Mahadalit Vikas Mission invites Expression of Interest from experienced HR Agency for providing Support in recruitment of Officers/staff for Bihar Mahadalit Vikas Mission, Bihar (SPO, SPMs, Senior Engineer, Engineer Monitoring, Account Officer, Accountant, Store Keeper, Computer Programmer –cum- Data Entry Operator) etc.

#### 1. Eligibility Criteria of such Agency:-

1. The Human Resource Recruitment Agency should have minimum 10 years experience in the field of such work and also have completed the projects of senior managerial, governmental, Semi government, Public sector undertaking.
2. It must be registered under Society Registration Act/ Company Act or Registered Under related Act.
3. The aggregate annual turnover of the agency must not be less then 50 lakhs per annum for the last three years.
4. The agency should have adequate infrastructure to carry out the assignment.
5. The agency will be required to have/establish an office in Patna.

#### 2. Expression of Interest Documents Should Cover The Following.

1. Detailed profile of the agency/consultant with details of ongoing and completed projects of similar nature with cost, contact details of the client supported by proper evidence, type of firm, organization structure & available resources-manpower (technical & supportive Staffs).
2. Financial statement for the last three year (Audited balance sheet/profit and loss account) with Service Tax No. and PAN No.
3. Brief on the conceptual understanding of the project and implementation methodology.

Interested Agency/Society/Company may submit their expression of interest documents in a sealed envelope as per details given below and Send to Bihar Mahadalit Vikas Mission, C.M. Secretariat, 4 K.G., Patna. Please write on the envelope "Expression of Interest for Conducting Examination" and send to Mission by Indian Postal Service/Courier Service till 24/09/2012. (Morning 10.00 to 5.00 evening) Summary Format of EOI may be downloaded from Mission website: [www.mahadalitmission.org](http://www.mahadalitmission.org) and must be deposited with relevant documents. Other Information/Order may be collected from Mission website.

Shall be valid till 31.03.2014 for all appointments of BMVM during this period.

**Note : Bihar Mahadalit Mission has full power to except/reject Eoi without giving any reason.**

PR 7336 (Ni.Ni.) 12-13

Mission Director

वेतन-भत्ता की चादर हो जितनी, फैला पांव लालसा की उतनी।

## SUMMARY FORMATS TO RESPOND TO THE EoI

### 1. FINANCIAL DETAILS

Year	Turnover (Rs. in Lakhs)	Net Profit (Rs. in Lakh)
2010-2011		
2009-2010		
2008-2009		
2007-2008		
2006-2007		

### 2.FIRM'S EXPERIENCE IN PAST 3 YEARS

Description of similar assignment undertaken by the firm	Client (name and address)	Start and End date of assignment

### 3.KEY PERSONNEL

Name	Qualifications	Descriptions of similar assignments (give assignments undertaken)	Total Experience (years)

#### NOTE:

In addition to the summary information provided as per the tables given above, the firm has to provide complete detailed information, brochures, catalogues certificates, balance sheets, etc in their response to the EoI.

## **EoI Financial**

S.No.		Rate per Candidate
1	In case of 1,000 Candidates	
2	In case of 5,000 Candidates	
3	In case of More than 10,000	