Scope of Work:

Training requirement.

EPI has successfully implemented following modules of ERP-SAP Applications

1) Finance & Accounts (FICO)
2) HR & Payroll (HCM)
3) Document Management (DMS)

Now, EPI is in the process of implementation of further modules MM, SD and PS. In order to implement efficiently and manage the implementation internally, it has been decided to train employees from various functional/technical disciplines. The training is required in the following modules. EPI wants to engage trainers/consultants on man-day charge basis for providing training in the following modules.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Training Modules</th>
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<tbody>
<tr>
<td>1.</td>
<td>BASIS</td>
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<td>2.</td>
<td>ABAP</td>
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<td>3.</td>
<td>MM - Materials Management</td>
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<td>4.</td>
<td>SD (Sales &amp; Distribution)</td>
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<td>5.</td>
<td>HR - Human Resources and Payroll</td>
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<td>6.</td>
<td>FICO - Financial Accounting</td>
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<td>7.</td>
<td>FICO - Controlling</td>
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<tr>
<td>8.</td>
<td>PS - Project Systems</td>
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<td>9.</td>
<td>BI – (Business Intelligence)</td>
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<tr>
<td>10.</td>
<td>BO – (Business Objects)</td>
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</tbody>
</table>

Terms & Conditions:

a) The man day charges quoted should be valid for one year from the date of order.

b) The maximum days of training for each module is 18 days.

c) EPI may go for training for all the modules or partly. Discretion of EPI is final in this regard.

d) Separate work order will be issued for each module.

e) Training shall be classroom based Instructor Led Training (ILT) with due support of ILT presentation ware & relevant structured courseware for training.

f) Each trainee should be provided reading material in softcopy for complete training syllabus. Two sets of hardcopy of books to be provided.
g) All training materials, reading aids, test papers and software etc will be the bidder’s responsibility.

h) Training Evaluation: Vendor should conduct a test at the end of training, which should be based on concepts understanding and actual operation learning on computers. The vendor needs to submit an Assessment Report after conducting the test.

i) Training hours: The total training hours for each batch shall be discussed and agreed mutually.

j) Batch size: The maximum size of each batch for training shall not exceed 15 to ensure that the training is effective, focused and hands-on.

k) Infrastructure requirements should be clearly stated by bidder.

l) EPI can provide classroom and other infrastructure required.

m) Training in above mentioned modules shall be sequenced according to EPIL needs.

n) Bidder should meet qualification/eligibility criteria mentioned in the NIT.

o) 100% Payment shall be released on successful completion of each training.

p) Price Bid Format enclosed at Volume- III.

q) GST clause:
   - The bidder must be registered with GST and should have a valid GSTIN number.
   - The bidder must submit as compliances of GST Act, the invoices in GST compliant format, failing which the GST amount shall be recovered/adjusted by EPI without any prior notice from the next invoices or available dues with EPI.
   - The bidder is requested to update/upload the GST/Taxes data periodically so as to avail Input Tax credit (ITC) by EPI, failing which it shall be recovered/adjusted by EPI without any prior notice from the next invoices or available dues with EPI.

r) EPI reserves the right to accept or reject any or all quotation and also the right to place orders for full or part quantities or split amongst various bidders or annul this process without assigning any reason whatsoever.

s) Offer validity: 90 Days.

t) Detailed Training syllabus for each module to be submitted by the bidder along with the offer.

u) Training Start Date: Within 15 days from the date of acceptance of work order or as per mutually agreed schedule between EPI and successful bidder.
v) Early Termination: Incase either party fail to perform it is obligations under the work order or the undertaking therein, or commit a breach thereof, the other party may at any time, terminate the said work order Proposal by serving to the defaulting party a written notice of Seven (7) days describing alleged non-performance or breach, without prejudice to any and all other remedies which said aggrieved party may legally have at its disposal.