

Scope of assignment:-

1. To impart one day GST Training/orientation in the following locations :

S.No.	Tentative Locations	Tentative Dates*
1	Jaipur	29.05.2017
2	Ludhiana	30.05.2017
3	Tirupur	02.06.2017
4	Bengaluru	03.06.2017
5	Chennai	05.06.2017
6	Mumbai	06.06.2017
7	Kolkata	08.06.2017
8	Gurgaon (Gurugram)	12.06.2017
9	Noida	13.06.2017

*The dates may vary, which please note.

2. To provide minimum two subject matter experts/ facilitators in each location. The facilitators should have thorough knowledge of GST matters and ability to communicate to the garment exporters. NACEN, Ministry of MSME or any other reputed organisation certified facilitators would be given the preference.
2. To send complete resume of the assigned facilitators/experts.
3. Examples/case studies, if relevant, to be quoted, should be as per the industry's requirements. Any other topic may be included in the course curriculum of the training/orientation based on the feedback received from the industry.
4. Training related material will be provided by the respective agency/training partner. Examples of at least one module may be provided along with tender for evaluation.
5. The quotation should be inclusive in all respect including travel, lodging, boarding and local conveyance but service tax to be mentioned separately.
6. The venue, other audio-visual and refreshment would be organized by AEPC.
7. Response to all post orientation/training queries received by Council up to 2 months from delivery of the program has to be serviced by the Institute/organization.

General Terms and conditions:

- Quote should be accompanied with a dummy orientation programme/schedule
- Validity period of quote should be for two month from the date of submission of quotes.
- Apparel Export Promotion Council reserves the right to accept or reject quotations whole/part without assigning any reason.
- Training/orientation Coverage at Ludhiana, Jaipur, Mumbai, Gurgaon, Noida, Kolkata, Chennai, Bangalore and Tirupur

For any further queries in this regard please contact Mr. K.J Marijan, Joint Director (HR) at Phone"0124-2708036 or mob: 9999055032

Annexure-II

(To be submitted on Institution's letter head - scan copy at tender@aepcindia.com)

To:**Date:**

The General Manager (HR)
Apparel export Promotion Council, Apparel House, Institutional Area, Sector-44, Gurgaon

Sir/Madam,

We have examined the tender for one day GST-Orientation programme as per your specification and terms are as under:

S.No	Location	Minimum Batch Size	Date of Orientation	Rate per batch	Gross amount (Rs.)	Discount (Rs.)	s.tax (Rs.)	Net amount (Rs.)
1	Jaipur							
2	Ludhiana							
3	Tirupur							
4	Bengaluru							
5	Chennai							
6	Mumbai							
7	Kolkata							
8	Gurgaon (Gurugram)							
9	Noida							
	Total							

Payment terms	Payment will be made on completion of training at each city/location wise post raising of the concerned invoice.
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The quotation is inclusive in all respect including travel, lodging, boarding and local conveyance but service tax is mentioned separately.

(Name and signature of authorized signatory along with stamp of the firm)

Tel.No. (Contact person): _____ Mob. No. _____ E-mail id: _____



Apparel Export Promotion Council

Apparel House, Institutional Area
Sector 44, Gurgaon 122 003

Apparel Export Promotion Council (AEPC) is sponsored by the Ministry of Textiles, Government of India. Our members are one of the stakeholders to whom AEPC intends to provide One Day Training, oriented towards GST requirements of garment exporters. We want to hold seminars in 9.00 AM to 6.00 PM format. We wish to cover GST Law, Rules and all other GST related matters applicable to the Apparel Industry. The tentative dates are locations are given below:

S.No.	Tentative Locations	Tentative Dates
1	Ludhiana	30.05.2017
2	Jaipur	29.05.2017
3	Mumbai	06.06.2017
4	Gurgaon (Gurugram)	12.06.2017
5	Noida	13.06.2017
6	Kolkata	08.06.2017
7	Chennai	05.06.2017
8	Bengaluru	03.06.2017
9	Tirupur	02.06.2017

The dates may vary, which please note.

The orientation/training should include the following :

- a) Overview of the Act including all definitions and concepts
- b) Registration law and process
- c) Inclusions and Exemptions
- d) Meaning and Scope of Supply, Time and Valuation of Supply of Goods and Services
- e) GST payment process, time lines and due diligences needed
- f) Treatment of job work
- g) Input Tax Credit provisions
- h) Returns under Goods and Services Tax and Matching of Input Tax Credit
- i) Assessment and Audit procedures
- j) Refund
- k) Appeals
- l) Review and settlement procedures
- m) Inspections, offences and penalty provisions,

- n) All other provisions relevant for apparel manufacturers and exporters – for their documentation and compliance requirements.

The venue & other audio-visual equipments, tea, coffee and lunch expenses would be organized by AEPC.

You are requested to immediately quote for your two faculties, required for the one day training programme on GST. The batch size may vary from 15 to 70 approx participants depending upon the location. Training material has to be provided by the Agency and examples of at least one module may be provided along with tender for evaluation.

The faculty should have complete knowledge of GST matters and ability to communicate to our garment exporters. Preference will be given to trainers, who are undertaking training from NACEN or are certified by Ministry of MSME or otherwise who can prove their credentials through a detailed resume.

The quotation should be inclusive in all respect; including travel, lodging, boarding, local conveyance, but excluding Service Tax. Quotations, providing full details of the company, details of trainers **to be mailed only at email** tender@aepcindia.com latest by 2.00 P.M, on 23.05.2017.
