

BIM Global Solutions Pvt Ltd
SELF-ASSESSMENT FORM FOR AN ORGANISATION FOR BECOMING AN
AUTHORISED TRAINING CENTRE OF “BIM Global Solutions Pvt Ltd”

Kindly fill up this form and attach supporting document / profile and application form for becoming an Authorized Training centre

1. Name of the Firm/Company/Institution/Society
2. Name of Head of organization
3. Address

Email Address
Website, if any, then URL:
4. Telephone (O)

(R)
(Mobile)
(FAX)
5. Status of the Firm/Institution:-
 - a. Limited/ Proprietary/ Pvt. Limited/ Society etc.
 - b. Date of Incorporation/ Commencement of business
 - c. Nature of Business
6. a. Qualification of the Owner/ Management
7. Existing/ Proposed Location of the Centre
 - a. Prime Location/ On Road etc.
 - b. Owned/ on lease/ Rent etc/ Commercial/ Residential if rented, any terms of Rent.
 - c. Visibility from Road & Parking Area.
 - d. Familiarity of the location
8. Total carpet area and its set up :
9. Investment Proposed (in lacs) 2-4 4-6 6-8
10. Time intended to start business 1-3 months 3-6 months 6months-1year
11. Infrastructure of Centre
 - a. No. of Class Rooms
 - b. Total No. of students it can train at any one time
 - c. Seating capacity of each class & furniture
 - d. Air conditioning
 - e. Training Aids such as overhead projectors boards & markets/ chalks etc.
 - f. Computer/ TV/ VCR/ based Classroom
 - g. UPS for computer System
 - h. Is there any room for Counseling and management
 - i. Conference / meeting room
 - j. No. of Computer Labs & total no. of computers
 - k. Configuration of computers
 - l. Software used and their source
 - m. Networking software used
 - n. Legal Software available and their names
 - o. Any specialized multimedia lab with CD-ROM/Speakers/Headphones
 - p. Any educational CD available
 - q. Networking in lab
 - r. What kind of Networking (UTP/OFC/Etc.)
 - s. Internet Connection & Type
 - t. No. of Modem/ Printers & its Configuration
 - u. staff room available or not
 - v. Any almirah or Lockers for the staff members
 - w. Generator for Power Backup

12. Faculty/ Lab Assistants/ Supporting Staff*

- a. No. of Centre manager/ Centre Head/ Technical Head
- b. No. of System Administrator
- c. No. of Web Administrator
- d. No. of Network Administrators
- e. No. of Senior Faculties
- f. No. of Junior Faculties
- g. No. of Lab Assistants
- h. No. of Clerical staff
- i. No. of Counselors
- j. Any other Supports Staff

13. Academic qualification & Experience of Faculties*
(Name and Qualification of the following)

- a. Centre Manager/ Centre Head/ Technical Head/ System Administrator
- b. Web Administrator
- c. Network Administrator
- d. No. of Senior Faculties
- e. No. of Junior Faculties
- f. No. of Lab Assistants

14. Library

- a. No. of books in Library
- b. No. of Newspapers/ Periodicals/ Magazines
- c. No. of Technical and Non Technical books
- d. Seating arrangement in library
(No. of students can be accommodated at a time)
- e. No. of librarians
- f. Annual budget for library (Average)

15. Any collaboration/ proposed collaboration with any other university for IT or any other Programmes.

If yes,

University Name

University Address

Programme to be undertaken

Diploma

Undergraduate

Post Graduate

Any other Programme

Signature:

Stamp

Attach detailed list with academic qualification, experience and subject of expertise.