

DEENDAYAL ANTYODAYA YOJANA-NATIONAL URBAN LIVELIHOODS MISSION

[DAY-NULM]

REQUEST FOR PROPOSAL [RFP] DOCUMENT

[DUD/SULM/ESTP/RFP -Version 1.1]

From

SKILL TRAINING PROVIDERS [STPs]

FOR

**IMPARTING PLACEMENT LINKED SKILL TRAINING UNDER EST&P COMPONENT OF
DAY-NULM**

Issuing Agency:

**Mission Director
State Urban Livelihoods Mission [SULM]
UD & Housing, Mowb-II
Itanagar-791111
Arunachal Pradesh**

1. INTRODUCTION

1.1. Purpose of this RFP

1.1 This Request for Proposal is issued for selection of Skill Training Providers [STPs] for conducting Skill Training courses and Placement services under EST&P component of DAY-NULM for Financial Year 2021-22 in sectors which have potential in specific urban towns of the State.

1.2 Content of the RFP

Following sections are included in this RFP for facilitating STPs for the preparation of the proposal without indistinctness.

- 1- Section 1- Introduction of the RFP
- 2- Section 2- Submission of Proposal and Selection Process
- 3- Section 3- Training Operational Procedure for DAY-NULM
- 4- Section 4- Instruction to STPs

1.3 The Project

DAY-NULM is Centrally Sponsored Scheme designed by the Ministry of Housing & Urban Affairs, Government of India. Mission activities are implemented in the State by State Urban Livelihoods Mission [SULM] as Nodal Agency, Urban Local Bodies and District Urban Development Agency as implementing agencies. The project is implemented in all notified urban towns of the State.

Employment through Skill Training and Placement [EST&P] is a major component under the Mission. The project aims to impart placement linked skill training to the unemployed urban poor from the Mission towns. It is targeted to impart skill training and give placement for unemployed urban poor from the notified urban towns of the State.

1.4 Purpose of the assignment

The Employment through Skills Training & Placement [EST&P] Component under DAY-NULM is designed to provide skills to the unskilled urban poor as well as to upgrade the existing skills of the under employed sections. Under the programme, State Urban Livelihoods Mission [SULM] will provide skill training of the urban poor to enable them to set up self-employment ventures or for engaging in lucrative salaried jobs in private sector. The EST&P Programme intends to fill the gap between the demand and availability of local skills by providing skill training programs as required by the market.

1.4.1. The broader objective of the Employment through Skills Training & Placement [EST&P] Program is-

- To provide an asset to the urban poor in the form of skills for sustainable livelihood.
- To increase the income of urban poor through structured, market oriented certified courses that can provide salaried employment and / or self-employment opportunities which will eventually lead to better living standards and alleviation of urban poverty on a sustainable basis.

- Ensure inclusive growth with increased contribution of skilled urban poor to the National Economy.

1.4.2. In order to achieve the above objectives, the trainings should be provided as per the industry demand and as per the curriculum recognized nationally. Each successful candidate undertaking training under EST&P component of DAY-NULM should be awarded a certificate issued by a competent agency either National Council for Vocational Training [NCVT] or Sector Skills Councils [SSC] set up by the Government of India. Assessment of the skills gained should be done by an independent certifying agency. The training agency should not be entrusted with the assessment and certification of the trainees to ensure objective assessment. At least 70 per cent of the trained beneficiaries will be given placement in salaries employment or will be given assistance to set up self employment as per their choice. Mission intends to procure quality service from the empanelled skill training providers for mobilisation, screening, imparting skill training, provide placement and tracking the candidates on the job for a period of 12 months.

1.4.3. For this purpose proposals are invited from the Skill Training Providers of NULM. The STPs are expected to detail the training design, curriculum, methodology, structure of the operation team, quality control mechanism, teaching learning materials, activity cum lesson plan, placement plan etc in the proposal.

SECTION 2: SUBMISSION OF PROPOSALS AND SELECTION PROCESS

2.1. Preparation of Proposal

Proposals must be direct, concise, and complete. SULM will evaluate the proposal based on its clarity and the directness of its response to the requirements of the project as outlined in this RFP. The Skill Training Providers shall furnish the required information in the enclosed formats only. Any deviations in format will be liable for rejection.

2.1.2. Proposal shall be prepared and submitted only for the courses which have potential for placement on a salary specified as per DAY-NULM norms.

2.1.3 Following documents shall be submitted by the empanelled skill training providers along with the proposal. Evaluation of the proposal will not be possible in the absence of these documents.

- 1- Syllabus
- 2- Activity cum Lesson Plan
- 3- Participant Guide
- 4- Assessment Guide
- 5- Trainer Guide
- 6- Practical Workshop Guide [where ever applicable]

3.1. Eligibility to submit the proposal

3.1.1. Only those STPs who qualify the minimum eligibility criteria will be eligible for technical evaluation as per FORM-5.

- Eligibility of STPs/Agencies as per the Criteria mention in Revised Operational Guidelines for Employment through Skills Training and Placement [EST&P] under the DAY-NULM [F.No.K-11/12/2017-UPA-III (E-3146312) dated 18th July'2018].
- The STP should be valid legally registered entity.
- The STP should have minimum average turn-over of Rs.1 Crore for last 3 FY i.e. from 2017-18 to 2019-20.
- The STP should have Skill Trained a minimum of 1000 candidates for last 3 FY i.e. from 2017-18 to 2019-20.
- The STP should have placement record of minimum 700 candidates for last 3 FY i.e. from 2017-18 to 2019-20 [with authentic documents].
- The STP must be registered under Income Tax, PAN, and GST etc.
- Blacklisted STP by any State Government/Central Government across the Nation will be ineligible to apply [Note: affidavit duly declared before Notary/ First Class Magistrate on No-Litigation is to be submitted by the STP].
- Previous STPs empanelled with SULM, Arunachal Pradesh with a record of placement less than 70% may not apply.
- Those STPs/Agencies who does not meet the above criteria reflected at FORM-5 may not apply.
- Period of empanelment will be executed during the MoU.

3.2 Evaluation of Proposal

3.2.1. The merit of the proposals submitted by the STPs will be evaluated by an internal committee based on the appraisal parameters given in this RFP. State Urban Livelihoods Mission will have the sole discretion to accept or reject any proposals submitted by the STPs. The decision of the SULM shall be final. The proposal will be evaluated on the basis of the following appraisal parameters and as per FORM-5.

- 1- The linkage of the agencies with reputed placement partners.
- 2- The initial salary offered for the candidates (In the trained job role only).
- 3- Location of placement offered (In the trained job role only).
- 4- Reputation of the institutions agreed for OJT if any.
- 5- Support for internship with co-funding from industry.
- 6- Availability of (or their capability to arrange) the training infrastructure in the proposed location.
- 7- Availability of quality faculty and master trainers.
- 8- Certification arrangements.
- 9- Quality of Teaching learning materials and teaching methodology.

10- Training and placement track record of the agency in the course for which RFP is issued.

11- Financial standing of the STP.

4.1. Selection and Engaging of STPs.

4.1.1. The Proposals from the STPs which meet the requirement of the Mission on the basis of the mentioned criteria will be accepted and targets will be assigned to the STP with time limit. The selected STPs shall execute a MoU with the State Urban Livelihoods Mission; Arunachal Pradesh which will include undertaking from the STP to comply with all conditions of the DAY-NULM Guidelines and orders thereon issued by the State mission. The selected STP should start the training programme within 15 days from the date of intimation of selection/allocation of targets and should complete the Skill Training, certification & Placement before the closure of the financial year.

4.2 Setting up of the Training Centre.

4.2.1. On receiving the work order, the selected skill training provider shall take immediate steps to set up the training centre in the proposed towns in a location in conformity with the norms laid down by SULM. After setting up the training centre with all required equipments, physical infrastructure, teaching learning materials etc the STP should prepare a Readiness Assessment Sheet [RAS] in three copies in the prescribed format (Standard sheet 1) and submit a copy to the Officials/Officers of ULB/DUDA and another copy to the SMMU. One sheet shall be kept at the training centre. This readiness assessment sheet should reach the ULB/DUDA/SMMU not later than 20 days from the date of the work order. The ULB/DUDA officials will conduct an inspection of the training centre within three days from the receipt of the RAS from the STP. The ULB/DUDA official will immediately intimate the STP regarding the short comings if any found as per the Training Operational Procedure of DAY-NULM. The short comings will be intimated in writing under two heads (a) Minor issues and (b) Major issues. In case of minor issues that are rectifiable before the training commencement date SULM will give conditional sanction for starting the training. In such cases STP should give an assurance in writing. The STPs can arrange separate classroom as per standards for DAY-NULM in a regular training centre of the STP in the proposed location.

5.1 SECTION 5: TRAINING OPERATIONAL PROCEDURE FOR DAY-NULM

[As per Revised Operational Guidelines for Employment through Skills Training and Placement [EST&P] under DAY-NULM/F.NO.K-II/12/2017-UPA-III (E-3146312) dated 18th July'2020]

Deendayal Antyodaya Yojana-National Urban Livelihoods Mission [DAY-NULM]
Employment through Skills Training and Placement [EST&P]

Proposal for Annual Plan

[Proposals must be direct, concise, and complete. SULM will evaluate the proposal based on its clarity and the directness of its response to the requirement of the project as outlined in the RFP. The STPs should read and understand all sections of the RFP document clearly before preparing the proposal].

RFP Ref No.	
Courses Proposed (Non Residential)	
Courses Proposed (Residential)	
Towns for which training is Proposed	

1- Basic details of Skill Training Providers

- I. Name of STP :
- II. Address of Registered office :
- III. Address of Office in Arunachal Pradesh :
- IV. Name of Contact Person :
- V. Designation :
- VI. Mobile Number :
- VII. Email address :
- VIII. Bank account details

1	Name of Bank in full	
2	Branch	
3	Account Name	
4	Account Number	
5	IFS Code	
6	GST/PAN/TAN	

2. Summary of Skill Training courses proposed in Non Residential Mode

No.	Name and Location of the Training Centre	Name of Course with ref,code.	Towns proposed to Cater at this centre	No. of candidate to be trained
	Total			

3. Summary of courses proposed in Residential mode.

No.	Name and Location of the Training Centre	Name of Course with ref,code.	Towns proposed to Cater at this centre	No. of candidate to be trained
	Total			

4. Basic requirements for selection of candidates by the STP for the proposed courses.

No.	Name of Courses	Educational Qualification	Age of the Candidate	
			Min	Max
	Total			

5. Mode of selection proposed by the STP for each course.

No.	Name of Course	Mode of Selection
	Total	

6. Duration of training in hours-As per the course duration approved by NCVT or by the concerned Sector Skill Council .

No.	Name of Course	Theory	Practical	OJT	IT,Soft Skill & English	Total
	Total					

7. No of Working days required for completion of training:

No.	Name of Course	Training Duration (In Hours)	Hours Proposed Per day	Total working days required for completing the training
	Total			

8. On the Job Training Plan

No.	Name of Course for which OJT is Proposed	Hours Per day	No. of days	Name and Address of the institution in which OJT is proposed

9. Training Centre Details (Non Residential)

No	Name and Address of the Training Centre	Area in Sq.FT	Student Intake Capacity	No of candidates proposed	Remarks

10. Training Centre Details (Residential)

No	Name and Address of the Training Centre	Area in Sq.FT	Student Intake Capacity	No of candidates proposed	Remarks

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11. Trainer details

11.1. Available Master trainers for the courses offered (Attach a profile, In case TOT and certification of trainers is done by SSC, there is no need to furnish the details of master trainer).

No	Name	Subject	Qualification	Experience	Monthly Remuneration

12. Available Trainers for the proposed courses [Attach the profile of trainers]

No	Name	Subject	Qualification	Experience	Monthly Remuneration

13. Placement Proposal

13.1. Percentage of candidates in a batch offered placement.

No	Name of Proposed course	Percentage of placement offered in a batch

13.2. Job Description (What are the real job/work the candidate have to do in these titles.)

No	Name of Course	Type of industry In which candidates will be placed	Job title	Description of the Job/duties

Give course wise description for the placement potential of the teach courses proposed

Course 1

Course 2

13.3. Placement Opportunities offered by the STP for the candidates of each course (Repeat table if the agency has proposed multiple courses/attach MoU copy with employer).

Course 1.

No	Name of Employer	Location	Job title	Salary	Other Benefits	Total

Course 2.

No	Name of Employer	Location	Job title	Salary	Other	Total
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	Employer				Benefits	

14. Details of post training support services that the STP will provide for setting up of self employment ventures.

15. Residential facilities (only if the STP proposes to conduct residential trainings).

- 15.1. Whether inside the campus or outside.
- 15.2. If outside the campus distance from the training centre
 - Boys hostel
 - Girls hostel
- 15.3. Whether hostel (boys) run by STP or outsourced.
- 15.4. Whether hostel (girls) run by STP or outsourced.
- 15.5. Capacity of the hostel (Boys hostel/ Girls hostel)
- 15.6. Area per trainee available in the room
- 15.7. No of candidates accommodated in a room
- 15.8. Whether bathroom attached or separate
- 15.9. In case of distant bathrooms No of toilets/bathroom available per trainee
- 15.10. Whether facilities for study available in the rooms
- 15.11. Hostel fee (food and accommodation) per candidates (in case of drop out candidates, hostel fee may charge only for the day for which accommodation is availed. Starting and ending period of the training fee will be calculated on the basis of number of days for which accommodation is availed)
- 15.12. Facilities available in the hostel room.

The Bidder shall be a single entity. No Consortium will be permitted. No subletting of Project will be permitted.. Government institutes [As per ESTP guidelines norms and outcomes] imparting skill development in Arunachal Pradesh need not full fill the minimum eligibility criteria mentioned above(the Institution should their MoA).

The Bidders are required to pay an amt of Rs. 2,000/- (Rupees two thousand only), towards RFP Fee along with the submission of RFP document. The payment shall be in the form of a non-refundable Demand Draft drawn in favor of “ **DAY-NULM**”,
Account Number: 504510210000008, Arunachal Pradesh, Itanagar.IFSC:BKID0005045.

The last date for submission of the RFP by the bidders is on or before **12.00 Noon, 14.12.2021.**

SULM reserves the right to accept or reject all or any of the RFP submission without assigning any reason whatsoever SULM also reserves the right to postpone, cancel, modify and annul the entire bid process duly notifying on its website or intimating the bidders who submitted the RFP, as the case may be.

Sd/-

MISSION DIRECTOR
 STATE URBAN LIVELIHOODS MISSION
 ARUNACHAL PRADESH

1 - DISCLAIMER

- 1.1. Though adequate care has been taken in the preparation of this Request for Proposal Document, the Bidder should satisfy him/herself that the Document is complete in all respects. Intimation of discrepancy, if any, should be given to the below mentioned officer immediately. If this office receives no intimation of discrepancy within 7 days (seven) of issued of RFP, it shall be deemed that the Request for Proposal Document is complete and final in all respects.

MISSION DIRECTOR
STATE URBAN LIVELIHOODS MISSION
Directorate of UD & Housing,
Arunachal Pradesh
Mowb-II, Itanagar-791111
Tel. No. 0360-2291836, Fax No. 0360-2217002

- 1.2. This RFP is neither an agreement nor an offer by the SULM to the prospective Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their proposal for empanelment pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the SULM in relation to the PLSTP (Placement Linked Skill Training Programmes). Neither SULM, nor do their employees or consultants, make any representation or warranty as to the accuracy, reliability or completeness of the information in this RFP and it is not possible for SULM to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP. Some of the prospective Bidders may have a better knowledge of the Programme than others. Each prospective Bidder should conduct his own investigations and analysis and check the accuracy, reliability and completeness of the information in this RFP and obtain independent advice from appropriate sources.
- 1.3. Information provided in this RFP to the Bidders is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The SULM accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.
- 1.4. Neither SULM nor their employees or consultants will have any liability to any prospective Bidder or any other person under the law of contract, tort, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this RFP, any matter deemed to form part of this RFP, the award of the Programme, the information and any other information supplied by or on behalf of SULM or their employees, any consultants or otherwise arising in any way from the selection process for the Programme.

- 1.5. SULM also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP.
- 1.6. SULM reserves the right to reject any or all of the Bids submitted in response to this Request for Proposal at any stage without assigning any reasons whatsoever.
- 1.7. SULM reserves the right to change /modify/alter/amend any or all of the provisions of this Request for Proposal.
- 1.8. SULM shall have no liability for non-receipt of any communication from the Bidder to SULM and vice-versa due to postal delays or otherwise.
- 1.9. The issue of this RFP does not imply that SULM is bound to select and short-list the Bidders for Empanelment or award work to the empanelled Bidders, as the case may be, for the programme and SULM reserves the right to reject all or any of the Proposals or Bids without assigning any reasons whatsoever.
- 1.10. The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by SULM or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Bidder and SULM shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Proposal, regardless of the conduct or outcome of the Bidding Process.

2 -SCHEDULE OF THE BIDDING PROCESS

Sl. No.	Milestone	Envisaged Schedule
1	Request for Proposal Document made available to the Bidders	29-11-2021
2	Last date for receipt of requests for intimation of any Discrepancy in this document, queries, clarifications & Conditions to be addressed.	06-12-2021
3	Last date of Submission of Proposal	14-12-2021 till 12:00 Noon.

3. METHODOLOGY OF TRAINING AND PLACEMENT.

3.1 SULM PROCESSES

Once the Training Partners are empanelled with SULM

1. SULM issues work orders based on the request submitted by each training agency and after assessing district-wise training and placement capacity of the concerned agency.
2. Mobilization of the desired candidates for the trainings.
3. Setting up the necessary infrastructure, trainers and systems in place before the start of trainings.
4. The training center will be inspected and it will be approved by the ULB/DUDA . The registration of the training center has to be done online after the inspection.
5. One biometric device has to be used for 1 training center (if there are multiple courses in the center one device can be used)
6. Once candidate registration is completed and batch is frozen there should not be any candidates to be added in the batch.
7. The minimum attendance of **75%** for each stage should be monitored for releasing payments at different stages.
8. ULB/DUDA staff along with COs and Training Partners in districts identifies and counsels the suitable unemployed urban youth based on Qualification, Aspirations Mobility etc.
9. Tentative placements are identified and communicated by the training partner before freezing the batch for inception.
10. Providing quality Training, aiming at minimum guaranteed skills to be learnt by the trainees and imparting soft skills ensuring good attendance and participation of youth in training.
11. Testing and Certification by designated third party assessment agency.
12. Placements are provided to the youth upon completing the training successfully (As per EST&P guidelines).
13. The placed youth should be tracked (As per EST&P guidelines).

14. The training center inspected will be ranked based on certain parameters. The center will be ranked below 5 points will be subject to further verification and if there is no improvement the batch will be cancelled and the candidates undergoing will be Shifted to similar course conducted by other partner.

- 0 to 5 : below average batch will be cancelled.
- Above 5 to 7 : above average ratification in the issues to be done and next batch will be given only after further approval.
- Above 7 to 9 : Good, need to improve and next batch will be given
- Above 9 to 10 : Excellent next batch will be given

3.2. EMPANELMENT GUARANTEE

The Short listed Bidder shall furnish an Empanelment Guarantee, in the following manner, in the form of a Bank Guarantee at the time of signing the MoU for Empanelment. The Empanelment Guarantee shall remain valid for a period of three years from the date of and the Bank Guarantee shall be renewed annually. Without submission of Bank Guarantee any kind of process will not be entertain.

- Rs.500, 000 by Training Partner empanelled under Category A+.
- Rs.400, 000 by Training Partner empanelled under Category B+ and
- Rs.300, 000 by Training Partner empanelled under Category C+;

4 - INSTRUCTION TO BIDDERS

4.1. IMPLEMENTING AGENCY

SULM would be the nodal agency for these Training Programmes.

4.2. COMMITMENT TO A FAIR AND TRANSPARENT PROCESS

SULM is keen to ensure that the process leading to the Empanelment of the Bidder is fair, transparent, efficient, and interactive and protects the confidentiality of the information shared by Bidding Entities with it. The selection process has been designed keeping these objectives in mind, and SULM shall take all steps to ensure that the above objectives are realized. Bidding Entities should not resort to influence the selection process by any means. If any Bidder found in practicing any kind of influence on SULM, their bids will be summarily disqualified and blacklisted from future biddings.

4.3. DETAILED STUDY / MARKET SURVEY ABOUT PROGRAMME

Bidders may prior to submitting their Bid for the Training Program, conduct detailed study and market survey for the proposed Training Program at their own expense and obtain and ascertain for themselves, at their own responsibility, all technical data, market data and any other information necessary for preparing their Bids including, inter alia, the actual nature and conditions of Employment Potential, etc., after taking into account the local conditions & bottlenecks, if any, etc. The Bidders shall be deemed to have full knowledge of the Training Program, once they are submitting their Bid for the Training Program.

4.4. ACKNOWLEDGEMENT BY THE BIDDER

It shall be deemed that by submitting the Bid, the Bidder has:

- a) made a complete and careful examination of the RFP;
- b) received all relevant information requested from SULM;
- c) Accepted the risk of inadequacy, error or mistake in the information provided in the RFP; and
- d) Agreed to be bound by the undertakings provided by it under and in terms hereof.
- e) SULM shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to the RFP or the Bidding Process, including any error or mistake therein or in any information or data given by SULM.

4.6. CONFLICT OF INTEREST

A Bidder shall not have a conflict of interest (the “Conflict of Interest”) that affects the Bidding Process. Any Bidder found to have a Conflict of Interest shall be disqualified. A Bidder shall be considered to have a Conflict of Interest that affects the Bidding Process, if:

- a) The Bidder, and any other Bidder, have common controlling shareholders or other ownership interest; where the direct or indirect shareholding is more than 25 per cent of the paid up and subscribed share capital of such Bidder; provided further that this disqualification shall not apply to any ownership by a bank, insurance company, pension fund or a public financial institution referred to in section 4A of the Companies Act 1956.
- b) A constituent of such Bidder is also a constituent of another Bidder; or
- c) Such Bidder receives or has received any direct or indirect subsidy from any other Bidder, or has provided any such subsidy to any other Bidder; or
- d) Such Bidder has the same legal representative for purposes of this Bidder as any other Bidder; or
- e) Such Bidder has a relationship with another Bidder, that puts either or both of them in a position to have access to each other’s information about, or to influence the Bid of either or each other;

4.7. ENQUIRIES & CLARIFICATIONS

Enquiries, if any, shall be addressed to:

MISSION DIRECTOR

State Urban Livelihoods Mission,

Directorate of UD & Housing, Itanagar-791111, Mowb-II

Arunachal Pradesh

FORM-1
SELF-DECLARATION

I, _____ (Designation) _____
at (Name of Agency) _____ certify that all
the mentioned information and the documents submitted with respect to the Expression of
Interest for empanelment of Skill Training Provider under EST&P, SULM, Arunachal Pradesh
is correct. I admit that State Urban Livelihoods Mission [SULM], Arunachal Pradesh reserves
the right to terminate the process of negotiation in case of any discrepancies found in the
information of EOI submitted at any stages of negotiation.

[Signature]:-

Name:-

Designation:-

Seal:-

FORM-2**DETAILS OF THE APPLICANT**

Sl.no.	Description	Details
1	Name of the Organisation/Institution	
2	Regd./Head Office Address	
3	Phone Number	
4	Fax Number	
5	Mobile Number	
6	Email ID	
7	Website	
8	Type of Organisation (Public Sector/Private Limited/Society/ Any other)	
9	Registration/Incorporation Details (Enclose copy of Certificate)	
10	Head of the Organisation	
11	Name, Designation, Mobile No. & Email ID of the authorised person signing & submitting the bid on behalf of the organisation	
12	NSDC SMART T ID (under DAY-NULM Scheme)	
13	PAN/TIN/TAN No.	
14	Total Number of Employees	
15	Total Number of Training Centres in Arunachal Pradesh	
16	Local Office Address (if applicant is from outside of Arunachal Pradesh)	
17	Bid Processing Fee Deposit Amount: Demand Draft No: Date: Name of Bank: Bank Branch	

FORM-4
FINANCIAL DETAILS

Declaration by Chartered Accountant/Audit Firm in Letterhead with his/her dated sign and seal.

To whomever it may concern

On the basis of audited financial statements, I/We hereby certify that <M/s Entity Name> having registered office at <office address>, have an average annual turnover of Rs.-----
----- (Rupees-----) in the past two consecutive years. The details of annual turnover are mentioned below:

Note: Audited Financial statement copy should be submitted by the Training Agency.

Sl.No.	Financial Year (last three years)	Annual Turnover	Annual Turnover from skill development and placement linked programs only
1	2019-20		
2	2018-19		
3	2017-18		

Chartered Accountant:

Signature:

Name:

Registration No:

Contact No:

Seal:

Date:

FORM-5**EVALUATION CRITERIA FOR SELECTION OF STPs**

Sl. No .	Key Areas	Particulars (to be filled up by applicants)	Points allotted	Max Marks	Documentary proof
1	No. of years of existence	Legally Registered	a) Between 3-5 yrs – 5 pts b) Above 5 yrs – 10 pts	10	Certificate of Incorporation
2	Financial Capacity	Financial Turnover: 2019-20 FY: 2018-19 FY: 2017-18 FY:	Average of 3 Financial Years: a) Rs. 1 Crore – 1 pts b) More than Rs.1 Crore [1 Point added for every additional 1 Crore earned above Rs. 1 Crores subject to a Max of 8 Marks]	8	CA Certificate/Audited Financial Statements.
3	Persons Trained in Skill Development	Candidates trained 2019-20 FY: 2018-19 FY: 2017-18 FY:	Aggregate of 3 Financial Years: a) 1000 candidates trained – 5 pts b) More than 1000 candidates [1 mark added for every 200 candidates trained above 1000, subject to max of 15 marks]	15	Copy of relevant work order/Project Completion Certificate
4	Technical Capacity	Total No. of Trainers(per course) Course 1: Course 2:	a) Between 8-13 – 3 pts b) Between 13-20 – 5 pts c) Above 20 – 10 pts	10	Employment Letter
5	Placement Experience	Placed candidates: 2019-20 FY: 2018-19 FY: 2017-18 FY:	Aggregate of 3 Financial Years: a) 700 candidates- 5 pts b) More than 700 candidates[1 mark added for every 100 candidates placed above 700, subject to max of 17 marks]	17	Letter of the Organisation/ Department mentioning the numbers of placement
6	Placement tie-up for how many candidates organisation has for the proposed skill training	Name of Companies/Organisation/ Agencies and number of industries tie up for placement	a) Placement tie-up for 100 candidates- 1 pts b) More than 100 candidates[1 mark added for every 100 candidates tie-up above 100, subject to max of 15 marks]	15	Copies of each MoU

7	Regional Experience	Established office in North-East States including Arunachal Pradesh (Yes/No):	a) No- 0 b) Yes – 5 pts	5	Copy of rent agreement/hiring agreement.
		Years of Experience in Skill Training in North-East States including Arunachal Pradesh	a) Between 1-3 yrs- 2 pts b) Above 3 yrs – 5 pts	5	Copy of relevant Work Order/agreement.
8	NSDC Partnership	Whether applicant is a partner of National Skill Development Corporation (Yes/No):	a) No – 0 b) Yes – 5 pts	5	MoU Copy/Certificate Copy
9	Certifying Agency [SSC/NCVT]	Affiliation/Agreement/Empanelment of the course applied for.(Yes/No)	a) NO – 0 b) Yes – 5 pts	5	MoU Copy/Certificate Copy
10	SMART Accredited	Does the organization have SMART accredited training centers already existing in the state	a) NO – 0 b) Yes – 5 pts	5	Centre Accreditation & Affiliation Certificate Copy
TOTAL				100	

Note a) Target allocation would be based on grading matrix score and only those STPs who have achieved minimum qualifying marks of 60 will be eligible for selection.

- Between 80 to 100 points – A+
- Between 70 to 80 points – B+
- Between 60 to 70 points - C+

b- As above without submission of documentary proof shall be cancelled.