

**Expression of Interest (EOI) for Empanelment of
Training Service Providers to Impart Skill
Development Training**

EOI No. IITTM/SKILL/EoI/2024-25/00

Date: 27/12/2024



पर्यटन शिक्षा
संस्कृति रक्षा
IITTM

**भारतीय पर्यटन एवं यात्रा प्रबंध संस्थान
Indian Institute of Tourism & Travel
Management (IITTM)**

(An Autonomous Body Under Ministry of Tourism,
Government of India)

IITTM Headquarters,

Govindpuri, Gwalior – 474 011 (M.P) India

director@iittm.ac.in, contact@iittm.ac.in

Website: www.iittm.ac.in

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Glossary

TSP	Training Service Provider
MSDE	Ministry of Skill Development & Entrepreneurship
SSC	Sector Skill Council
NSDC	National Skill Development Corporation
SMEs	Subject Matter Experts
NSQF	National Skills Qualification Framework
RPL	Recognition of Prior Learning
QPs	Qualification Packs
IITTM	Indian Institute of Tourism & Travel Management
LOA	Letter of Award

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**INVITATION FOR EXPRESSION OF INTEREST
INDIAN INSTITUTE OF TOURISM & TRAVEL MANAGEMENT (IITTM)
A MULTICAMPUS INSTITUTE, HEADQUARTERED at GWALIOR M.P
AN AUTONOMOUS BODY UNDER MINISTRY OF TOURISM, GOVERNMENT OF INDIA
GOVINDPURI, GWALIOR – 474 011 (M.P) INDIA**

EOI No. IITTM/SKILL/EoI/2024-25/00

Date: 27-12-2024

1. The IITTM invites Expression of Interest (EoI) from the interested organizations for “Empanelment of Training Service Providers to Impart Skill Development Training.”
2. The EOI Document can be downloaded from the websites <https://www.iittm.ac.in> & <https://gem.gov.in/>
3. The purpose of this EoI Document is to provide interested parties with the relevant information/invite regarding the EoI which may be useful in submitting their proposal. The applicants are advised to study this EoI Document carefully before submitting their response.

4. EoI Processing Fees:

A non-refundable processing fee of Rs. 10,000.00 (Rupees Ten Thousand only) shall be submitted in the following account :-

Beneficiary Name: Director ,IITTM
Account no.: 034422010000053
IFS Code: UBIN0903442
Bank name: Union Bank of India
Branch address: Phalka Bazar, Gwalior

5. In exceptional circumstances and at its own discretion, IITTM may extend the deadline for submission of proposals by issuing an amendment to be made available on the IITTM website, in which case all rights and obligations of IITTM and the applicants previously subject to the original deadline will thereafter be subject to the deadline as extended. IITTM reserves the right to amend/add further details in the EoI.
6. IITTM reserves the right to cancel this call for EoI and/or invite afresh with or without amendments, without liability or any obligation for such call for EoI and without assigning any reason. Applicants are advised to visit the IITTM’s web site regularly for updates on this EOI.
7. The applicant would be responsible for all of its expenses, costs and risks incurred towards preparation of the EoI document. In no case, IITTM shall be responsible or liable for any such costs whatsoever, regardless of the outcome of the EoI process.
8. Further Details are given below in the Table:

Name of work	“Empanelment of Training Service Providers to Impart Skill Development Training on Pan India Basis”
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Service Category	Skill Development & Training
EOI Publishing Date	27.12.2024
Document Download Start Date	27.12.2024
Eoi Submission End Date	11.01.2025 up to 18.00 Hrs.
Mode of Submission	Sealed envelopes duly signed and serial numbered through Post or courier
Presentation by shortlisted bidders/agency	Will be intimated later through email
Contact Person	Dr. Jeet Dogra (Coordinator Admin) (jeet.dogra@iitm.ac.in)

The Director,
IITM, Govindpuri, Gwalior,
Madhya Pradesh – 474 011
director@iitm.ac.in

DISCLAIMER

The information contained in this Expression of Interest (EOI) or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of IITTM, Gwalior (hereinafter "IITTM") is provided to interested parties on the terms and conditions set out in this EOI and such other terms and conditions subject to which such information is provided.

This EOI is not an agreement and is neither an offer nor an invitation by IITTM, Gwalior to interested parties who apply for empanelment (henceforth "Bidders") in response to this EOI. The purpose of this EOI is to provide Bidders with information that may be useful to them in preparing and submitting their proposals ("Proposal") for Empanelment of Training Service Providers to Impart Skill Development Training.

IITTM makes no representation or warranty and shall have no liability to any person or Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this EOI or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the EOI and any assessment, assumption, statement or information contained herein or deemed to form part of this EOI or arising in any way from this empanelment process.

IITTM may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this EOI. The issue of this EOI does not imply that IITTM is bound to empanel any Bidder(s) or select any Bidder(s) for any project. IITTM reserves the right to reject all or any of the Bidders without assigning any reason whatsoever.

The Bidder shall bear all 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 IITTM or any other costs incurred in connection with or relating to its proposal. All such costs and expenses will remain with the Bidder and IITTM shall not be liable in any manner for the same or for any other costs or expenses incurred by a Bidder in preparation or submission of the proposal, regardless of the conduct or outcome of this EOI and related processes.

1 INTRODUCTION

1.1 About IITTM

The Indian Institute of Tourism and Travel Management (IITTM) is a premier autonomous institute under the Ministry of Tourism, Government of India, headquartered at Gwalior and centers at Bhubaneshwar, Noida, Nellore, Goa and Camp Offices at Bodhgaya & Shillong, dedicated to advancing quality education, professional training, and cutting-edge research in the tourism and allied sectors. With a mission to nurture talent, foster innovation, and drive excellence, aligned with objectives of Ministry of Tourism, Government of India. IITTM serves as a cornerstone for building human resource capacity and promoting sustainable growth in the tourism industry.

As part of its steadfast commitment to enhancing employability among youth and addressing the growing demand for skilled professionals, IITTM collaborates extensively with various Central and State Government departments, public sector undertakings, and private stakeholders to design and implement targeted skill development and capacity-building initiatives. These programs aim to empower individuals by equipping them with industry-relevant skills, fostering entrepreneurship, and promoting best practices.

IITTM has a mandate to lead national initiatives in tourism skill development and capacity building, additionally IITTM intends to implement skill development training programme nationwide under the various scheme/s of skill development initiatives/activities of Govt of India/State Govts.

1.2 Objective

In order to foster skilling initiatives in the nation, IITTM seeks to empanel Training Service Providers to support implementation of skill development & training projects. The Training will have to be imparted as per government/ scheme guidelines. Empanelment shall be based on the evaluation of the technical proposal of bidders in line with the criteria described in Clause 2.7.

The objective of this EOI is also to empanel a training provider which may be utilized/associated by IITTM in the execution of skill development, training projects and associated works.

1.3 General Terms of Empanelment

1.3.1 Bidders must be eligible to apply for empanelment as per Clause 2.1.

1.3.2 Bidding as a consortium is not permitted.

1.3.3 Franchisee arrangement is strictly not allowed in this. No part of the training delivery shall be sub-let to any other agency/individual in any form. If a bidder is caught doing so at any stage, the order would be immediately terminated and payments forfeited.

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1.3.4 Bidders meeting the eligibility criteria as per Clause 2.1. shall be considered for empanelment with IITTM and shall be invited for a technical presentation before a competent Committee appointed by IITTM if they meet the requisite cut-off as per Clause 2.7.

1.3.5 The tenure of the empanelment initially for a period of 2 years which may be extended for the further period of 02 years who fulfils the following:

- the TSP continuing to meet the eligibility and qualifications criteria as required by the prevailing conditions for empanelment, or as may be amended by IITTM from time to time; and
- the performance of the TSP under the projects post empanelment process, various factors related to execute the mass trainings capacity may be considered for the performance review.

1.3.6 At the time of empanelment renewal, documentary support for eligibility qualifications and credentials must be furnished to IITTM as requested.

1.3.7 IITTM, at its discretion, can terminate the empanelment of an TSP earlier than the expiry of the two (2) year period in the event of failure of TSP to remain eligible in view of prevailing eligibility conditions (as revised from time to time) or to perform as per contract deliverables or other relevant reason(s) given in writing to the TSP.

1.4 Description of Empanelment process

Interested and eligible Bidders can participate in the Empanelment Process by submitting their proposal in the format given in the Annexure I-IX. Each Bidder must submit a single proposal. Eligible shortlisted Bidders shall be considered for empanelment with IITTM and shall be invited for a technical presentation before an Evaluation Committee constituted by IITTM.

1.5 Scope of Work

The selected agency shall undertake the following responsibilities as per IITTM's requirements, focusing on capacity building, skilling, and training services:

Core Functions:

1. Training Design and Delivery:

- Develop and deliver training modules aligned with Qualification Packs (QPs) and project guidelines.
- Arrange qualified trainers for specified job roles and skilling programs, including RPL (Recognition of Prior Learning).

2. Candidate Mobilization:

- Formulate and execute mobilization plans to meet training targets within stipulated timelines.
- Gather and maintain candidate documentation as per program guidelines.

3. Infrastructure and Resources:

- Set up and manage training centres with necessary infrastructure, including labs, multimedia tools, and equipment.
- Ensure compliance with government and project-specific infrastructure guidelines.

4. Certification and Assessment:

- Facilitate assessment and certification of trainees through Sector Skill Councils (SSCs) and authorized third parties.
- Handle administrative processes related to assessment and certification.

5. Placement Assistance:

- Organize job fairs, placement drives, and awareness campaigns.
- Track and report placements to ensure sustained benefits from training.

6. Monitoring and Reporting:

- Maintain detailed records of attendance, training progress, assessments, and outcomes in both hard and soft formats.
- Submit periodic reports to IITTM and ensure data management and compliance.

Supplementary Functions:

- Assist in setting up a **Project Implementation Unit (PIU)** for project execution.
- Handle statutory clearances and liaise with government agencies/SSCs/institutes.
- Ensure branding of training centers as per scheme requirements.
- Operate skill centers in districts beyond IITTM premises, at the agency's cost, for government-funded or private-paid schemes.
- Provide candidates with sector-specific job insights, including pay, growth prospects, and risks.

General Terms:

- Adhere to IITTM's terms and conditions, including updates.
- Perform additional tasks prescribed by IITTM as needed.

2 INSTRUCTIONS TO BIDDERS

2.1 Eligibility Criteria

2.1.1 The agency should be a legal entity in India in the form of Registered Company/ Private Limited Company/Public Limited Company / LLP/ Registered Society/ Company registered under section 25/ Trust / Association / Education institutes. Copy of certificate of incorporation/registration should be submitted.

2.1.2 The agency should have trained not less than 3000 beneficiaries cumulatively in the last three consecutive financial years (2021-22, 2022-23, 2023-24).

2.1.3 The agency should have undertaken at least 3 skill development & training projects in minimum 3 state/UTs with any Government Departments (Central/State/UTs) or PSUs/Autonomous Bodies in the last 3 financial year (2021-22, 2022-23, 2023-24). Documentary proofs to be submitted (Work Orders/MOUs).

2.1.4 The agency should have an average turnover of INR 6 crore in the past three consecutive years (cumulative total 18 CR) and should have positive net worth (2021-22, 2022-23, 2023-24). Agency is required to submit copy of audited financials for the last three years along with Annexure IV.

2.1.5 The agency should have a valid PAN & GST registration. Copy of PAN card & GST registration certificate should be submitted.

2.1.6 The agency should have at least 25 resources (Executive or Management Level) on their payroll to undertake skill related projects. Self-certificate duly signed by the authorized signatory (Annexure VII).

2.1.7 The agency should not have been blacklisted/debarred by any State Government/ Central Government/ PSUs or any govt department. A self-certificate duly signed by the authorized signatory must be submitted in the prescribed format. (Annexure III)

2.1.8 The agency should have currently empanelled with at least one PSUs or Autonomous Bodies or Central or State Govts for Skill Development & Training activities. MoU or Empanelment Certificate to be provided (Annexure VIII).

2.1.9 The agency should have operational presence in atleast 5 states preferably Madhya Pradesh, Uttar Pradesh, Odisha, Meghalaya, Bihar, Goa, Andhra Pradesh etc.

2.2 Format of Proposal Submission

The Bidder shall provide all information sought under this EOI. IITM will evaluate only those proposals that are received within stipulated time and in the required format and complete in all respects.

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The proposal should be neatly typed and signed by the authorized signatory of the Bidder. All pages should be numbered. All alterations, omissions, additions or any other amendments made to the proposal must be initialled by the person(s) signing the proposal.

2.3 Sealing & Submission of Proposal

The focus of the receipt of the proposal is to empanel the agency based on credentials, achievements and total competence. The Technical proposal should be submitted in sealed cover, super scribing "EOI for Empanelment of Training Service Provider to impart Skill Development Training". The envelope shall clearly indicate the name and address of the Agency.

The documents accompanying the proposal shall be numbered serially and placed in the order mentioned in the checklist, along with the checklist on top.

Please note that the proposal does not demand any Financial Bid from any bidder at this stage. After the empanelment process, financial bid shall be invited from the empanelled agencies for specific projects as the need arises.

2.4 Right to accept and reject any or all proposals

Notwithstanding anything contained in this EOI, IITTM reserves the right to accept or reject any proposals at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof such misrepresentation/improper response as described herein shall lead to the disqualification of the Bidder.

In case it is found during the evaluation of proposals or at any time before signing of the Agreement or after its execution and during the period of subsistence thereof, that one or more of the pre-qualification conditions have not been met by the Bidder or that the Bidder has made material misrepresentation or has given any materially incorrect or false information, the Bidder shall be disqualified forthwith and the Agreement, if signed, shall be liable to be terminated by a communication in writing IITTM to the Bidder, without IITTM being liable in any manner whatsoever to the Bidder.

2.5 Confidentiality

Information relating to the examination, clarification, evaluation and recommendation for the Bidders shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor advising IITTM in relation to, or matters arising out of, or concerning the Empanelment Process.

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IITTM will treat all information, submitted as part of the proposal, in confidence and will require all those who have access to such material to treat the same in confidence. IITTM may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/ or IITTM.

2.6 Proposal Evaluation

The applicant will not be permitted to alter or modify its proposal in any way. While evaluating the proposals, IITTM will conduct the evaluation on the basis of the submitted proposal. However, IITTM may seek clarification on the information submitted by the applicant, if required.

2.7 Evaluation criteria

2.7.1 Bidders who are eligible as per the clause 2.1 will be evaluated on their responses to EOI submitted.

2.7.2 The selection for empanelment would involve an evaluation of Technical Proposal (Part A) and Technical Presentation (Part B).

2.7.3 Bidders who score at least **40 out of 60** possible marks in Part A (referred to as Shortlisted Bidders) shall qualify for making a technical presentation before the selection committee.

2.7.4 Bidders shall be empanelled on the basis of obtained scores after aggregating the scores awarded on the basis of technical proposal and technical presentation (**Overall score**).

2.7.5 The minimum qualifying marks for the empanelment is 80 out of 100

2.7.6 Evaluation weightage/criteria is given below:

S. No.	Evaluation Criteria / Weightage	Maximum marks	Marks to be allotted	Document proof to be submitted
Part A - Technical Proposal				
I	Average Annual Turnover in last three years (2021-22, 2022-23 & 2023-24)	10		1. Audited Annual financial statement 2. CA Certification for Financial details
	Average Annual Turnover is from Rs. 6 Cr to 8 Cr.		5	
	Average Annual Turnover is above Rs. 8 Cr		10	
II	Operational Presence of the organization in Skill Development & Training sector	10		Copies of work order/Project Completion Certificate issued by the Central Govt/State Govt/PSUs/Autonomous Bodies/Any Government Department
	No of States/UTs Covered: 5 to 7		5	
	No. of States/UTs Covered: Above 7		10	
III	Number of candidates trained in last 3 years across India (2021-22, 2022-23 & 2023-24)	20		1. Work order /Training completion certificate by the client. 2. CA Certification for number of candidates trained
	Candidates trained from 3,000 to 5,000		15	
	Candidates trained more than 5,000		20	

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IV	Empanelment with State/Central Departments for Skill Development & Training	10		1. MoU or Empanelment Certificate has to be submitted.
	No of States/Central Dept.: 1 to 3		5	
	No of States/ Central Dept.: Above 3		10	
V	Number of youths trained & provided employment in employability linked program in last 3 years (2021-22, 2022-23 & 2023-24)	10		1. Work order/ training completion certificate by client. 2. CA Certification candidates number of train given & placements.
	Candidates trained & provided employment from 3000 to 5000		5	
	Candidates trained & provided employment more than 5000		10	
Part B - Technical Presentation				
VI	Innovative approach towards Skill Development	40	Evaluation by IITTM	
	Unique Methodology for Skilling			
	Existing Infrastructure and Faculties			
	Placement Capabilities and Strategy			
TOTAL		100		

2.8. Award of Works to Empanelled Agencies

2.8.1 Financial Bid will be sought from the empanelled agencies as per the scope of work of a project.

2.8.2 For awarding the work, the overall scores obtained in the technical evaluation of this EOI and the financial bid received at the time will be considered as per the weightage decided by IITTM.

2.8 Miscellaneous

2.9.1 The Empanelment Process shall be governed by, and construed in accordance with, the laws of India and the Courts at Delhi shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the Empanelment Process. IITTM, at its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to;

- suspend and/ or cancel the Empanelment Process and/ or amend and/ or supplement the Empanelment Process or modify the dates or other terms and conditions relating thereto;
- consult with any Bidder in order to receive clarification or further information;
- retain any information and/or evidence submitted to IITTM, by, on behalf of, and/ or in relation to any Bidder; and/ or
- independently verify, disqualify, reject and/ or accept any and all submissions or other information and/ or evidence submitted by or on behalf of any Bidder.

2.9. 2 It shall be deemed that by submitting the Proposal, the Bidder agrees and releases IITTM its employees, agents and advisers, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/ or performance of any obligations hereunder, pursuant hereto and/ or in connection herewith and waives any and all rights and/or claims it may have in this respect.

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SI No	Description	Reference	Document Page Number
1	Cover Letter	Annexure I	
2	Bidder Profile	Annexure II	
3	Undertaking of non-debarment or non blacklisting	Annexure III	
4	Financial Capability Statement	Annexure IV	
5	Training & Placements Record of last 3 years	Annexure V	
6	Authorization Letter on company letterhead authorizing the person signing the bid for this EOI	Annexure VI	
7	Human resources on payroll undertaking skill related projects	Annexure VII	
8	Empanelment MoU or Work Order with State/Central Govt.	Annexure VIII	
9	Empanelment MoU or Work Order with PSUs/Autonomous Bodies	Annexure IX	
10	List of States/UTs conducted Skill training	Annexure X	
11	Any Other Documents		

Annexure I

Cover Letter Format

To,
The Director,
IITM, Govindpuri, Gwalior,
Madhya Pradesh – 474 011
India

Dear Sir,

Subject: Proposal for “Empanelment of Training Service Providers to Impart Skill Development Training”.

This is in response to the EOI issued by the IITTM (Ref No.) dated, We..... (Name of the Bidder) are keen to get empanelled with IITTM as Training Service Providers to Impart Skill Development Training and hereby express our interest in being considered for the same.

We have attached the receipt of processing fee paid of Rs. 10,000/- (Rs. Ten Thousand only) submitted in the beneficiary account of Director, IITTM.

We hereby confirm that:

1. The EOI is being submitted by which is the “Bidder” in accordance with the conditions stipulated in the EOI.
2. We have examined in detail and have understood the terms and conditions stipulated in the EOI issued by IITTM and in any subsequent communication sent by IITTM. We agree and undertake to abide by all these terms and conditions. Our EOI is consistent with all the requirements of submission as stated in the EOI or in any of the subsequent communications from IITTM India Limited.
3. The information submitted in our EOI is complete and correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our EOI. We acknowledge that IITTM will be relying on the information provided in the EOI and the documents accompanying such EOI for Selection of Bidders for empanelment as a TSP, and we certify that all information provided in the application is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying such EOI are true copies of their respective originals.
4. We acknowledge the right of IITTM to reject our EOI without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
5. We declare that we satisfy all legal requirements and meet all the eligibility criteria laid down in the EOI.
6. This EOI is unconditional and we hereby undertake to abide by the terms and conditions of the EOI.

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7. We understand that any work sanctioned in pursuance to the empanelment process detailed in this EOI shall be on the terms and conditions specified in the Letter of Award/ Work Order/ Agreement pertaining to such work, which shall be thoroughly reviewed and accepted by us before undertaking such work.

8. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

Name:

Designation

(Company Seal)

(Authorized Representative and Signatory)

Note: The Covering Letter is to be submitted by Authorized Representative and Signatory on the organisation's letterhead with his/her dated signature and seal.

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Annexure-II

Bidder's Profile

Sl No.	Profile	Details
1	Name and address of Company	
2	Type of company	
3	Contact Details of the Bidder Contact person name designation, Telephone Number, FAX, e-mail, Web site)	
4	Legal Status	
5	Date of Incorporation	
6	GST Registration number	
7	PAN Number	
8	TAN Number	
9	CIN Number	

Signature

(Name, designation, address) **Note:**

- Copies of all supporting documents (Registration, GST, PAN, Tan, CIN) should be appended in the same order as mentioned in the table.
- **All supporting documents should be duly certified by a Chartered Accountant.**

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Annexure-III

Undertaking for Non-Black-Listing/Non-Debarment

I/ We, on behalf of (Name of Bidder), with its registered office at do hereby declare that the above-mentioned Bidder has not been blacklisted/ debarred by any State/Central Government authority / Donor Agency.

Authorized Signatory

Note: The undertaking regarding the non-blacklisting/non-debarment of firm is to be submitted on a non-judicial stamp paper of Rs. 100/- (Rupees Hundred only).

Financial Capability Statement

(Duly signed by the Authorized Representative and certified by a Chartered Accountant)

On the basis of audited financial statements, I/ We hereby submit that
..... having registered office at
..... has annual turnover, net worth
and annual turnover from skill development & training activities, in past three
consecutive financial years (2021-22, 2022-23, 2023-24), as follows:

S. No.	Financial Year	Annual Turnover (Rs. Crores)	Net worth (Rs. Crores)	Annual Turnover from (Rs. Crores)
1.	2021-22			
2.	2022-23			
3.	2023-24			

- Bidder is required to submit the audited financial statements for the past three years (2021-22, 2022-23, 2023-24)

For and on behalf of:

Signature:

Name of CA:

M. No:

Date:

UDIN:

(Company Seal)

(Authorized Representative Signatory)

Format – Training and Placement Record

Training and Placement Record in Past 3 Financial Years (2021-22, 2022-23, 2023-24)

Name of the Project & Client	Year	Total no. of candidates trained	Total no. of candidates placed after training	Average Salary range of placed candidates
Total				

Note 1: Data may be provided for financial years 2021-22, 2022-23, 2023-24 with supporting documents (Details of the candidates training details, placement details, salary details etc.)

Note 2: Supporting documents has to be attached duly signed.

For and on behalf of:

Signature:

Name:

Designation:

Date:

Format for Authorization Letter

(On Company Letter head)

TO WHOMSOEVER IT MAY CONCERN

This is to authorize Mr./ Ms. son/ daughter/ wife of..... and presently residing at, who is presently employed with us and/or holding the position of, for doing in our name and signing on our behalf all such acts, deeds and things as are required in connection with submission of our proposal for the "EOI for empanelment of training service providers to impart skill development training" including but not limited to signing and submission of all applications, bids and other documents, participating in Bidders' meeting/conferences and providing information / responses to IITTM, representing us in all matters before the concerned Authority, signing and execution of all contracts including the Agreement and undertakings consequent to acceptance of our proposal, and generally dealing with the Authority in all matters in connection with or relating to or arising out of our proposal for the said Project and/or upon award thereof to us and/or till the entering into the Agreement with IITTM.

Signed on behalf of

Signature

Name, Designation Date and Address)

List of Human resources on Pay Roll for Skill Development & Training Activities
(Executive & Management Level)

SI No	Name	Designation	Qualification	Relevant Experience

For and on behalf of:

Signature

Name:

Designation:

Date:

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Annexure VIII

Details of the current empanelment with any PSUs or Autonomous bodies or Central/State Govt for Skill Development & Training.

SI No	Name of the Organization	Empanelment Valid Till	Services offered

Note: Copy of duly signed empanelment certificate or MoU has to be attached with this.

For and on behalf of:

Signature:

Name:

Designation:

Date:

List of Empanelment with PSUs/Autonomous Bodies

SI No	Name of the State/UT	Name of the Project Implemented	Name of the Client PSUs/Autonomous Bodies,

Note: Copy of duly signed Work Orders/Sanction Letters/MOUs has to be attached.

For and on behalf of:

Signature:

Name:

Designation:

Date:

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Annexure X

List of States/UTs where Skill Development & Training activities have been Undertaken/Ongoing

SI No	Name of the State/UT	Name of the Project Implemented	Name of the Client (PSUs/AB, State or Central Govt)

Note: Copy of duly signed Work Orders/Sanction Letters/MOUs has to be attached.

For and on behalf of:

Signature:

Name:

Designation:

Date: