

KARNATAKA SKILL DEVELOPMENT CORPORATION (KSDC)
SKILL DEVELOPMENT, ENTREPRENEURSHIP AND LIVELIHOOD DEPARTMENT
(SDEL) GOVERNMENT OF KARNATAKA



Invite for Expression of Interest (EOI)

Karnataka Vocational Training & Skill Development Corporation (KSDC) invites Expression of Interest (EOI) from Industries / Industrial Associations to provide training under the CMKKY – Industry Linkage Cell Scheme.

EOI No: KSDC/2025-26/PREQUAL_TENDER_NUMBER_5,

Date: 21-11-2025

Contents

Disclaimer	4
1. Introduction	6
a) Mission	6
b) Nodal Agency for Skilling	6
2. About CMKKY Scheme and Industry Linkage Cell (ILC)	7
3. Objective:	7
4. General Terms & Conditions:	7
a) Governing Law	7
b) Confidentiality: During the process of empanelment	7
c) Legal fees and Duties	7
d) Change in Laws and Regulation	7
e) Force Majeure	8
f) Change orders and Contract Amendments	8
g) Termination	8
h) Applicable laws	8
i) General Terms of Proposal Submission	9
j) Failure to agree with the Terms & Conditions of the EOI: Failure of the applicant to agree with the Terms & Conditions of the EOI shall constitute sufficient grounds for the rejection of proposal submitted and annulment of empanelment	9
k) Right to accept and to reject any or all Proposals	10
5. Other Tenets	10
6. Eligibility Criteria:	10
7. Documents to be submitted:	10
8. Evaluation Criteria:	11
9. Process to register as a Training Provider (TP)/ Accreditation of TP.	12
10. Scope of Work	12
11. Clarifications	13
12. Amendments	13
14. Eligible beneficiaries	14
ANNEXURE 1 – Cover Letter	15
ANNEXURE 4 – Self Declaration for not being Blacklisted.	19
ANNEXURE 5 – Training Location details	20
Annexure – 6	1
The Managing Director	4

Karnataka Skill Development Corporation.....	4
3 rd Floor, Kaushalya Bhawan.....	4
Near Dairy Circle, Bannerghatta Road Bangalore – 560029	4

Disclaimer

All information contained in this invite for Expression of Interest (EoI) provided / clarified are in good interest and faith. This is not an agreement and is not a bid or invitation to enter into an agreement of any kind with any party.

Though adequate care has been taken in the preparation of this RFP document, the interested firms shall satisfy themselves that the document is complete in all respects. The information is not intended to be exhaustive. Interested Applicants are required to make their own enquiries and assumptions wherever required. Intimation of discrepancy, if any, should be given to the specified office immediately. If no intimation is received by the date mentioned in the document, it shall be deemed that the RFP document is complete in all respects and firms submitting their bids are satisfied with the RFP Document.

Neither the KSDC nor their employees and associates will have any liability to any prospective respondent interested to apply or any other person under the law of contract to 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 document, any matter deemed to form part of this RFP document, the award of the Assignment, the information and any other information supplied by or on behalf of the KSDC or their employees and Applicant or otherwise arising in any way from the selection process for the Assignment.

EoI schedule

Particulars	Details
Reference no. and date	EOI No: KSDC/2025-26/PREQUAL_TENDER_NUMBER_5, Dated 21 st November 2025
EOI Title	Karnataka Vocational Training & Skill Development Corporation (KSDC) invites Expression of Interest (EOI) from Industries / Industrial Associations to provide training under the Industry Linkage Cell of CMKKY Scheme.
EOI issued by:	Karnataka Skill Development Corporation
Mode of Proposal Submission	The proposal has to be submitted through Karnataka Public Procurement Portal of Govt. of Karnataka.
Clarification regarding EOI	All queries are to be submitted on the Karnataka Public Procurement Portal and may send to ed3.ksdc@gmail.com
Last Date & Time for Proposal Submission	06 th December 2025, 05:30 PM
Contact Person	Executive Director, KSDC and tender inviting authority. Email ID: md.ksdc@karnataka.gov.in Ph: 080-29522222

Note:

The KSDC reserves right to amend any or all conditions of this RFP\withdraw the EOI Invite anytime before or after the last date of submission of proposals without assigning any reason(s).

1. Introduction

India is bestowed with a demographic dividend, and Karnataka stands as a testament to this advantage. The Government of Karnataka has strategically steered its focus towards skills development and job creation, recognizing the potential for economic growth within the state. Karnataka embodies a harmonious blend of modern industrial development, knowledge, honed skills, and a responsive government.

Over the years, Karnataka has emerged as a prominent player in the skilling landscape, showcasing best-in-class initiatives in skill development and entrepreneurship not only within the state but also on a national scale. The state has demonstrated a heightened commitment to elevating the quality of education and expanding the reach of skilling programs, contributing to a comprehensive coverage across its expanse. Since its inception in 2016, the Karnataka Skill Mission has made substantial strides in empowering the youth by equipping them with enhanced skills, knowledge, and employment opportunities, thus propelling the state's growth trajectory.

The Department of Skill Development, Entrepreneurship and Livelihood (SDEL), established in 2016, has played a pivotal role in orchestrating skill development endeavors across the state. By bridging the gap between the demand and supply of skilled manpower, fostering professional and technical training structures, and fostering innovative thinking, the department is not only preparing individuals for existing jobs but also shaping a skilled workforce for the jobs of the future.

Karnataka Skill Development Corporation (KSDC)

The KSDC is the umbrella body for all skill development, entrepreneurship and livelihood initiatives of the State.

a) Mission

1. Shall have an institutional mechanism and implementation framework that ensures an effective **CONVERGENCE**. The programs and schemes of different line departments of the Government of Karnataka, Government of India, Industry sector, skill councils, civil society and bilateral/multilateral agencies and other organizations will be converged at the implementation level for achieving the policy goal and ensure the best services to the primary stakeholders.
2. Shall ensure **QUALITY** in the training curriculum and course materials to meet the standards of the employer agencies and market needs. Shall improve certification norms for augmenting employability and free movement of the workforce;
3. Shall encourage **INNOVATION** both in idea as well as in implementation process so that the ideas are translated to productive action
4. The institutional structure would operate in a mission mode having an eclectic mix of people from Government, Industry, Civil Society, Academia Banking and Commerce Institutions

b) Nodal Agency for Skilling

The Government has decided to integrate various skill building programmes implemented by different departments to ensure the effectiveness of Skill Training activities. The vision of the Government was to bring in a centralized system of selecting and monitoring skill training courses and institutions besides tracking the trainees till they get employed. Hence the Government has declared the Karnataka Skill Development Corporation as a Nodal Agency for entire state in the year 2016. This ensured adopting common standard framework of programmes and fee structures, by which overlapping, or duplication of efforts and wastage of resources will be avoided.

2. About CMKKY Scheme and Industry Linkage Cell (ILC)

The Chief Minister's Kaushalya Karnataka Yojane (CMKKY) aims to skill youth of the Karnataka state through various schemes. In order to enhance employability and foster closer collaboration with industries across diverse sectors. The Karnataka Skill Development Corporation (KSDC) has introduced the Industry Linkage Cell (ILC) with the placement-centric, short-term skilling initiative under the CMKKY Scheme. The ILC is designed to engage industries and industry associations of varying scales and sectors, aligning them with the objective of providing demand-driven, job-oriented basic skills training to candidates. Upon completion of training, candidates may be absorbed as employees within the empaneled industry establishments or assisted in securing positions in similar sector companies.

The program empowers industries and industry associations to be enlisted with KSDC under CMKKY as Training Providers. They can either conduct training to meet their specific needs or facilitate training for candidates, aiding their employment in industries operating within the related sector. Training is conducted in line with the National Skills Qualification Framework (NSQF), focusing on job roles and Qualification Packs (QPs) aligned with industry demands.

This program serves as a mutually beneficial arrangement, aiding companies in finding proficient trainees, graduates, and professionals ready for immediate employment without the burden of training investments, thus mutually benefiting both stakeholders.

3. Objective:

The KSDC is intended to provide short term skill trainings to the youth of Karnataka to increase their employability skills, with special preference to Yuvanidhi beneficiaries.

4. General Terms & Conditions:

a) Governing Law

The Empanelment Process shall be governed by and construed in accordance with, the laws of India and the Courts at Bangalore shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection during the Empanelment Process.

b) Confidentiality: During the process of empanelment

1. Information relating to the examination, clarification, evaluation and recommendation for the Applicants shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor advising the KSDC in relation to, or matters arising out of, or concerning the Empanelment Process.
2. KSDC will treat all information, submitted as part of the Bid, in confidence and will require all those who have access to such material to treat the same in confidence.
3. KSDC shall 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 KSDC.

c) Legal fees and Duties

The successful applicant shall be entirely responsible for stamp duties, license fees, and other such levies imposed.

d) Change in Laws and Regulation

Unless otherwise specified in the Contract, if after the date of the Invitation for Bids, any law, regulation, ordinance, order or bylaw having the force of law is enacted, promulgated, abrogated, or changed that subsequently affects the Delivery Date and/or the Contract Price, then such Delivery Date and/or Contract Price shall be correspondingly increased or decreased, to

the extent that the successful Applicant has thereby been affected in the performance of any of its obligations under Contract.

e) Force Majeure

The successful applicant shall not be liable for forfeiture of its Performance Security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. Force Majeure shall not cover the price fluctuation of components. For purposes of this clause, Force Majeure means an event or situation beyond the control of the successful applicant that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the successful applicant. Such events may include, but not be limited to, acts of THE KSDC in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes. If a Force Majeure situation arises, the successful Applicant shall promptly notify KSDC in writing of such condition and the cause thereof. Unless otherwise directed by KSDC in writing, the successful Applicant shall continue to perform its obligations under the Contract as far as it is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

f) Change orders and Contract Amendments

The KSDC may at any time order the successful applicant to make changes within the general scope of the Contract, in any one or more of the following:

1. The place of service delivery.
2. The related services to be provided by the successful applicant.

If any such change causes an increase or decrease in the cost of, or the time required for, the successful applicant's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or in the Delivery and Completion Schedule, or both, and the Contract shall accordingly be amended. Any claims by the successful applicant for adjustment under this Clause must be asserted within 45 days from the date of the successful applicant's receipt of KSDC's change order.

g) Termination

The KSDC, at its discretion, can terminate the empanelment of a ILTP earlier than the expiry of One (1) year period in the event of failure of ILTP 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 ILTP, following process of natural justice.

Payment upon Termination: The KSDC may consider making a payment for the part satisfactorily performed on the basis of Quantum Merit as assessed by it if such part is of economic utility to the KSDC.

h) Applicable laws

1. The Contract shall be interpreted in accordance with the laws prevalent in India.
2. Compliance with all applicable laws: The Applicant shall undertake to observe, adhere to, abide by, comply with and notify the Corporation about all laws in force or as are or as made applicable in future, pertaining to or applicable to them, their business, their employees or their obligations towards them and all purposes of this Tender and shall indemnify, keep indemnified, hold harmless, defend and protect the Corporation and its employees/ officers/staff/ personnel/representatives/ agents from any failure or omission on its part to do so and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with

the above and all other statutory obligations arising there from.

Compliance in obtaining approvals/ permissions/ licenses: The Applicant shall promptly and timely obtain all such consents, permissions, approvals etc., as may be necessary or required for any of the purposes of this project or for the conduct of their own business under any applicable Law, Government Regulation/Guidelines and shall keep the same valid and in force during the term of the project, and in the event of any failure or omission to do so, shall indemnify, keep indemnified, hold harmless, defend, protect and fully compensate the Department and its employees/ officers/ staff/ personnel/ representatives/agents from and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with the above and all other statutory obligations arising therefrom and the Department will give notice of any such claim or demand of liability within reasonable time to the applicant. All legal disputes are subject to the jurisdiction of Civil Courts Bengaluru only.

i) General Terms of Proposal Submission

1. Each Applicant must submit a single proposal.
2. Consortium or Joint Venture organizations are not eligible to apply under this tender.
3. Sub-contracting, sub-lease or franchisee arrangement of any kind is not allowed.
4. Submitted LoI's shall be verified and considered for Work Order based on the eligibility criteria only.
5. An applicant can cover up to 10 districts per application.
6. Each district proposed by an applicant should contain the details of the sector for training along with job roles in which the applicant organization wishes to conduct training.
7. The applicant organization once selected will be allocated targets and will be monitored for the quality aspect of processes involved in training.
8. The KSDC does not guarantee target allocation to any/all Industries/Industrial Associations applying through this EoI.
9. Karnataka Skill Development Corporation (KSDC) will allocate training targets based on industry demand, extending special preference to industries offering captive placement opportunities. Industries prioritizing placement within their establishments post-training will be given additional preference. The KSDC places paramount importance on aligning with industry demand to augment placement prospects for aspiring individuals and deliver high-quality training in compliance with industry standards.
10. The KSDC shall not be responsible or liable for the costs/expenses incurred by the applicant for the preparation and\ OR submission of EOI.
11. The KSDC may require the applicant to furnish any additional information necessary to process the EOI.
12. Any misrepresentation\misinformation shall lead to disqualification of the application.
13. The KSDC will not return any proposal or any information provided along therewith. The KSDC reserves the right to verify all statements, information and documents submitted by the applicant in response to the EOI. Non-verification of information by KSDC shall not relieve the applicant of its obligations or liabilities hereunder nor will it affect any rights of The KSDC thereunder.

- j) Failure to agree with the Terms & Conditions of the EOI:** Failure of the applicant to agree with the Terms & Conditions of the EOI shall constitute sufficient grounds for the

rejection of proposal submitted and annulment of empanelment

k) Right to accept and to reject any or all Proposals

1. Notwithstanding anything contained in this EoI, The KSDC reserves the right to accept or reject any proposal and to annul the Empanelment Process and reject all Proposals at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.
2. In case it is found during the evaluation of proposals or at any time before signing of the agreement or during\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 applicant or that the applicant has made misrepresentation or has given any materially incorrect or false information, the applicant shall be disqualified forthwith and the Agreement, if signed, shall be liable to be terminated by a communication in writing by the KSDC to the applicant, without The KSDC being liable in any manner whatsoever to the applicant.

5. Other Tenets

- The final number of TP selected for implementation of the programme is the sole discretion of KSDC.
- The KSDC reserves the right to amend any or all conditions of this EoI before the last date of submission of proposals or to change the above schedule at any time, without assigning any reason(s).
- Implementation, monitoring, reporting, payment terms and pay-out mechanism in the programme shall be governed as per the CMKKY Guidelines & Common Cost Norms Notification issued by Ministry of Skill Development and Entrepreneurship (MSDE), Govt. of India. Please visit www.kaushalkar.com to download the guidelines.

6. Eligibility Criteria:

1. Industry, (including both manufacturers and service providers), registered under the Companies Act of 2013 and/or Industrial Associations or bodies representing industries, Sector Skill Councils (Industry led bodies by NSDC), Facility Management Companies and staffing agencies with a dedicated training facility (Main business focus or mandate should not primarily in skilling)
2. Minimum of 3 years Existence and currently operational.
3. Minimum employee count of 20 and above in the industry.
4. Consolidated Financial Turnover for last 3 years (FY 2022-23, 2023-24, 2024-25) – Minimum of INR 5 Cr

7. Documents to be submitted:

Shall submit all the annexures along with the below said documents.

Sl. No.	Description of the Document
1	Covering Letter as per Annexure 1 of EoI document
2	Project Proposal as per Annexure 2 of EoI document proposing valid and active job roles as per the NSQF or relevant to the market
3	<ul style="list-style-type: none"> • Certificate of Incorporation, • GST Certificate, • Employee Provident Fund Summary dashboard of the Employer in the EPFO portal.
4	PAN Card (Copy)

5	<ul style="list-style-type: none"> Income Tax Return Acknowledgement Copy – Previous 3 years (FY 2022-23, 2023-24, 2024-25), Audited Financial Statement Copy – Previous 3 years (FY 2022-23, 2023-24, 2024-25) certified by registered Chartered Accountant with UDIN Number as per Annexure 3
6	Self-declaration for not being blacklisted as per Annexure 4
7	Industry's Training Centre Details along with supporting documents as per Annexure 5
8	Power of attorney in favor of authorized signatory for signing the EoI application
9	Letter of Intent to offer Placement to the candidates trained as per Annexure 6 (Preference will be given to those Industries that offer Captive Placement)
10	Past Experience as per Annexure - 7
11	List of companies /organization for placement tie-engagement that are in existence as per Annexure – 8
12	LETTER OF AUTHORIZATION for Industry Authorised Training Partners as per Annexure 9

In case the agency does not submit any of the aforesaid supporting documents, the related data provided in the proposal will not be considered for the concerned parameters.

8. Evaluation Criteria:

Sl. No.	Criteria	Max. Score
1	Industry, (including both manufacturers and service providers), registered under the Companies Act of 2013 and/or Industrial Associations or bodies representing industries, Sector Skill Councils (Industry led bodies by NSDC), Facility Management Companies and staffing agencies with a dedicated training facility (Main business focus or mandate should not primarily in skilling)	10
2	Number of Years of Existence (As of the date of EOI Published) - Minimum of 3 years Existence and currently operational >3years to 5 years – 5 marks; >5 years – 10 marks	10
3	Minimum employee count of 20 and above in the industry >20-50 – 10 marks ; >50-100 – 15 marks ; Above 100 – 20 marks	20
4	Experience in providing skill training in the past 3 years (Work orders, work in progress certificate\ completion certificate)	10
5	Placement Criteria: Captive Placements – 30 marks, Captive along with placement in other industries – 20 marks. Placement in other industries – 10 marks,	30
6	Consolidated Financial Turnover for 3 consecutive years (FY FY 2022-23, 2023-24, 2024-25): upto 5 Crore – 5 marks ; INR 5 Crore and above – 10 marks	10
7	Organization's presence in Karnataka (Registered Office/Branch Office/Factory/ Industry Outlet, or Operational Setup within the State	10

Note: A. Submitted LoI's shall be verified and considered for short listing based on the eligibility criteria only.

B. The Applicants shall have to attain a minimum of **60 marks** for shortlisting and calling for presentation.

9. Process to register as a Training Provider (TP)/ Accreditation of TP.

1. The shortlisted Industries / Industrial Associations / Training Providers
Shall be accredited as per the CMKKY guidelines (https://www.kaushalkar.com/wp-content/uploads/2023/10/CMKKY_Guideline-Final_NEW-1.pdf).
2. Accreditation fees for the training provider will be INR. 50,000/-
3. Additionally, INR. 10,000/- will be charged per job role.
4. Already accredited under Industry Linkage Cell/ Future Skills initiative, training providers under the KSDC, CMKKY scheme shall have to apply through KPPP to provide skill training. However, they need not pay accreditation fee if the training provider's accreditation is active currently.

10. Scope of Work.

The scope of work to be undertaken by the Industry/Industrial Association under KSDC will be as per the KSDC guidelines and changes in the same from time to time.

- a. The Industry or Industrial Association is to officially register as a Training Provider (TP), also known as TP, on the Kaushalkar portal (www.kaushalkar.com) under the CMKKY Scheme.
- b. Mobilize and select candidates following comprehensive counseling, with essential support from the Client, in alignment with predetermined eligibility criteria. Preference shall be given to Yuvaniidhi beneficiaries.
- c. Ensure thorough orientation and training of candidates regarding the project, associated Scheme(s), their benefits, the assessment process, and eventual certification.
- d. Uphold a high-quality training environment, encompassing the provision of necessary physical infrastructure and equipment in accordance with CMKKY guidelines, aligned with the demand for specific job roles. This should be duly verified and inspected by the District Skill Mission and comply with stipulated guidelines.
- e. Select Subject Matter Experts as Trainers to deliver the program and ensure these trainers attain Training of Trainers (ToT) certification within 6 months of work order issuance. It is mandated that at least 75% of the trainers are in-house trainers (*for Industry/ Industry Associations)
- f. Procure and distribute the course curriculum, participant handbook, and facilitator handbook tailored for the selected job roles.
- g. Ensure timely assessment and certification processes in coordination with the KSDC and adherence to CMKKY guidelines.
- h. Industries to ensure placement of 70% or more trained candidates within the same industry (captive placement) or in industries operating within related sectors as submitted in the LoI. However, in the case of Industrial Associations partnering with KSDC should ensure placement in industries seeking skilled employees or operating within sectors in need of such skills. Placement must comply with district-wise minimum wages and excludes consideration for self-employment. Candidates may be placed either on the direct payroll or in an outsourced capacity.
- i. Maintain biometric-based attendance records for candidates, trainers, and inspection teams visiting the Training Centre. Additionally, install and integrate CCTV cameras as per KSDC specifications with the KSDC Data Centre.

- j. Adhere to established procedures for the allocation of targets, as well as for training, assessment, certification, placement, and post-placement of candidates, following instructions issued periodically by the government.
- k. For Industry Authorized Partners/ Human Resource Agencies- Industries wishing to providing training through their Authorized Training partners or Human resource agencies- Shall have to sign a Tripartite Agreement with the KSDC.

11. Clarifications

- a. Applicants requiring any clarification on the EoI may notify KSDC in writing by letter and/or e- mail to eoI_rfp@kaushalkar.com
- b. The KSDC shall endeavor to respond to the queries within the period specified therein through letter/e-mail. However, the KSDC reserves the right not to respond to any question(s) or provide any clarification(s), at its sole discretion, and nothing in these Clauses shall be taken or read as compelling or requiring the KSDC to respond to any question or to provide any clarification.
- c. The KSDC may also on its own motion, if deemed necessary, issue interpretations and clarifications to all Applicants. All clarifications and interpretations issued by the KSDC shall be deemed to be part of the EoI. Verbal clarifications and information given by the KSDC, or its employees or representatives shall not in any way or manner be binding on the KSDC.

12. Amendments

- a. At any time prior to the deadline for submission of Proposals, KSDC may, for any reason, whether at its own initiative/ based on direction by Govt./ in response to clarifications requested by an applicant, modify the EOI by the issuance of addenda. Any Addendum thus issued will be uploaded on the KPPP. The KSDC will post the addendum/replies to the queries on the KPPP.
- b. In order to afford the Applicants a reasonable time for taking an Addendum into account, or for any other reason, KSDC may, at its own discretion, extend the timelines mentioned having due regard for the time required by the Applicants to address such amendment.

13. Payment Terms:

Payment to Training Providers will be made in 2 installments. 50% on successful assessment and certification of the candidates and the rest 50% On placement of at least 70% of Certified Candidates (Proof to be submitted for at least 3 months of their employment as per the CMKKY guidelines).

Instalment	Proportion of Project Cost	Payment Release Condition
1	50 %	On successful assessment & certification of candidates.
2	50 %	On placement of at least 70% of Certified Candidates.

Note: The Training Provider will receive full payment for achieving a 70% placement rate and 50% of the cost for achieving a placement rate between 50-69% on pro rata basis. If the minimum placement of 50% of the candidates of the total batch does not happen, KSDC will forfeit the 2nd tranche bills (50%).

14. Eligible beneficiaries

Applicable to any candidate of Karnataka domicile who:

- Preference to be given to train Yuvanidhi beneficiaries.
- Is of age between 18-35 years.
- Shall Possesses an Aadhaar card and Aadhaar-linked bank account.
- Fulfils criteria related to Qualification, as defined by the SSCs for the respective job roles as mentioned in the Model Curriculum.
- Candidate who has not undergone training under CMKKY or PMKVY scheme.
- The candidates must be selected on the basis of category-reservation break-up in the work order.

ANNEXURE 1 – Cover Letter

(On the letterhead of the Industry/ Industrial Association)

To

Managing Director

Karnataka Skill Development Corporation 3rd Floor, Kaushalya

Bhawan Near Dairy Circle, Bannerghatta Road Bangalore – 560029

Sub: Response to Expression of Interest (EOI) from Industries / Industrial Associations / Training Providers to train Yuvaniidhi Beneficiaries under the CMKKY Scheme.

Ref: EoI: KSDC/2025-26/PREQUAL_TENDER_NUMBER_5, dated 21st November 2025

Dear Sir/Ma'am,

1. With reference to the EoI document dated _____ we, have examined the EoI document and understood its contents and hereby submit our application for the aforesaid Project. The application is unconditional.
2. We acknowledge that for the evaluation of proposal, the information provided in the application and the documents accompanying the application for selection will be relied upon, and we certify that all information provided herein is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying the application are true copies of their respective originals.
3. We have submitted LoIs which have contact details of the employers which may be verified and considered for Work Order release, thus genuineness of the LoIs is maintained by us.
4. We shall make available any additional information if found necessary or required to supplement or authenticate the application.
5. We acknowledge that the Evaluation committee has complete right to reject our application without assigning any reason.
6. We declare that:
 - a) We do not have any conflict of interest in accordance with this document
 - b) 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, in respect of any tender or request for qualification issued by or any agreement entered with the Authority or any other public-sector enterprise or any Government, Central or State; and
7. We understand that you may cancel the process at any time and that you are neither bound to accept any application that you may receive nor to invite the applicants to apply for the Project, without incurring any liability to the applicants.
8. We undertake that in case of any change in facts or circumstances during the application process, we are attracted by the provisions of disqualification in terms of this EoI and shall intimate the Authority of the same immediately
9. We agree and understand that the selection is subject to the provisions of the application

documents. In no case, we shall have any claim or right of whatsoever nature if the Project is not awarded to us or our application is rejected or not opened.

10. We acknowledge that <<fill: name of Industry>, being a <<fill: company/ partnership firm/pvt ltd>> is qualified based on the Qualification required as per the EoI.

11. We agree and undertake to abide by all the terms and conditions of the EoI.

Yours faithfully,

Date: (Signature, Name and Designation of the authorized signatory)

Place: (Name and seal of the Organization)

ANNEXURE 2
Project Proposal Template
(On the letterhead of the Industry/ Industrial Association)

Sl No	Description	Details					
1	Name of the Agency						
2	Registered Office Address						
3	Contact Person Name						
4	Contact Details (Mobile)						
5	Landline No						
6	Email						
7	Website						
8	Date of Establishment/ Year of Incorporation						
9	List of Company's Clients for placement support						
10	PAN No.						
11	GST No.						
12	Years of Experience						
13	Job Role ('s) Proposed:	Sl. No	Job Role	QP Code	NSQF Level	Trainers/ SME for each course	Tentative Targets Proposed
14	Total Targets Proposed	<<number>>					
15	Project Duration (max. 12 months)	<<number>> months					
16	Project Plan Timeline	Sl. No	Job Role	QP Code	NSQF Level	CCN	Date of Expiry of Job role

For and on behalf of:

Signature:

Name:

Designation:

(Company Seal)

(Authorized Representative and Signatory)

Date:

Annexure – 3: Financial Details*(Declaration by Chartered Accountant on Letterhead with his/her dated Sign and Seal)***To whomsoever it may concern**

On the basis of audited financial statements, we hereby certify that (Name of Agency) having registered office at (Office address) has an annual turnover/ annual income from various activities including skill development and placement linked programs in the past three consecutive years. The details of annual turnover are mentioned below:

S. No.	Financial Year	Annual Turnover (INR) in lakhs	Net Worth (INR) in lakhs
1	2022-23		
2	2023-24		
3	2024-25		
	Total		
	Average		

Note: Audited balance sheet and ITR for the past three years should be submitted by the Applicant, which must support Annual turnover and net worth certified by CA with a valid UDIN.

(Chartered Accountant):

Signature

Name:

Registration No:

Contact No.

Seal

Date:

ANNEXURE 4 – Self Declaration for not being Blacklisted.
(On the letterhead of the Industry/ Industrial Association)

DECLARATION

We, <<M/s Company name>>, having its registered office at <<Office address>>, do hereby declare that the Company hasn't been blacklisted/ debarred by any donor agency/ State Government/ Central Government authority for breach on our part.

For and on behalf of:

Signature:

Name:

Designation:

(Company Seal)

(Authorized Representative and
Signatory) Date

ANNEXURE 5 – Training Location details
(On the letterhead of the Industry/ Industrial Association)

For each Training Centre under Industry/TP:

S. No.	Particulars	Description
1.	District/City	
2.	Name of the Company/ Industry/Industrial Association)	
3.	Full address & telephone number	
4.	Nearest Landmark	
5.	Number of Classrooms (minimum capacity of10)	
6.	Number of practical rooms	
7.	Separate washrooms for Boys & Girls (Yes/No)	
8.	Lab infrastructure available	
9.	Job role proposed	
10.	Target proposed	
11.	No. of Trainers available	

For and on behalf of:

Signature:

Name:

Designation:

(Company Seal)

(Authorized Representative and Signatory)

Date:

Notes:

- Please enclose valid Documentary Evidence regarding the training Infrastructure available (Photos) and the Rental or lease Agreement /MOU/ Electricity bill / Telephone Bill of the premises.
- Any documents supporting the particulars defined above also be submitted.
- In case of multiple training facilities, the Annexure 5 shall be submitted for each Training Centre/facility.

Annexure – 6

<<Company Letter Head>>

Letter of Intent

To,
Name of the
recipient
Designation
Name of the Training Provider
Registered Office Address

Dated:

Subject: Letter of Intent for Skilled Manpower for Company/Industry Name

Reference to the discussion held with <**Industry/Industrial Association**> for enabling skilling of manpower as per industry requirements in Schemes implemented by Karnataka Skill Development Corporation (KSDC) Govt of Karnataka for Skill Development program, we intend to collaborate with < **Industry/Industrial Association**> to meet our skilled manpower requirements as mentioned below:

Sl. No	Sector	Job Role / Skill-based Job Title	Number of Candidates	Job Location	Salary Range (Rs)	Mode of Employment (Direct/Third party)
Total						

Validity: This LOI is valid for a period of up to one year from the Date of issue

We Look forward to initiating the skilling at the earliest possible.

Thanks,

(Signature & Stamp)

Name:

Designation:

Mobile No:

Email Id:

Annexure - 7: Past Experience

(Declaration by (Name of Agency) on his/ her organization letterhead with registration number, dated Sign and Seal by authorized signatory)

Financial Year	Sector	Total No. of candidate trained	Details of supporting Proof provided	Placement provided to number of candidate got trained	Details of supporting documents provided
2021-22					
2022-23					
2023-24					
Total					

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signatory)

(Organization Seal)

Date:

Notes:

- Please provide documentary Supporting proof as given below (if Available):
- For Trainings conducted, self-attested copies of any of the following documents:
 - Documents indicating experience in conducting similar 'Placement Linked Training Programme' in the related field of Sector with number of youths trained (self-attested printouts of verifiable information given by Government or donor agency will be accepted)
 - Self-attested detailed list of youth trained in proposed sectors
- For Placements conducted, self-attested copies of any of the following documents:
 - Documents indicating experience in conducting similar 'Placement Linked Training Programme' in the related field of Sector with number of youths trained (self-attested printouts of verifiable information given by Government or donor agency will be accepted)
 - Self-attested detailed list of youth placed in proposed sectors with name & contact detail of youth and employer and salary of the candidate.
 - Letter from the employer confirming employment of trainees from the institute or agency clearly indicating the date of recruitment, numbers recruited and sector/category of work.

Annexure – 8: List of companies /organization for placement tie-engagement are in existence
(On the letterhead of the Industry/ Industrial Association)

S.No.	Name of Company / Organization	Address	Sector (Ex. Automobile / Retail/ Manufacturing, etc.)	Designation/ Position	Proposed intake capacity (Tentative)
1.					
2.					
3.					
4.					
5.					

*An Applicant has to provide valid proof of tie ups with above companies/organization (MoU), agreement, etc.)

OR (In case of captive placement)

We, the undersigned, hereby submitting our proposal against “EoI for empanelment of Industries, Federations/ Industry Associations/to undertake skill training programme under state funded scheme- CMKKY and confirm that we have capacity to train the targets proposed.

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signatory)

(Organization Seal)

Date:

Annexure 9: LETTER OF AUTHORIZATION for Industry Authorised Training Partners

(On the letterhead of the Parent entity)

To,

Date:

The Managing Director
Karnataka Skill Development Corporation
3rd Floor, Kaushalya Bhawan
Near Dairy Circle, Bannerghatta Road Bangalore – 560029

Dear Ma'am/ Sir,

Sub: Letter of Authorization for Industry Authorised Training Partners

We hereby authorize M/s. _____ having its incorporation number _____ registered under _____ (Authorised Act/ Law) (copy to be attached), located at _____ to submit the application for imparting Skill Training under the Industry Linkage on behalf of our entity M/s. _____ with its incorporation number _____ registered under _____ (Authorised Act/ Law) (copy to be attached), located at _____. We also authorize Smt/ Shri _____ (Head of the Organisation) to make declarations and to submit documents, wherever required, on our behalf. These declarations and submissions are made towards the requirement of imparting skill training under the Industry Linkage under CMKKY scheme application. We further confirm that we are liable for and bound by all acts of commission and omission by the authorized representative. All acts committed by the above authorized representatives shall be treated as if these acts were committed by the entity.

Yours faithfully,

1. _____
(Signature of Head of Parent Entity).
Name:
Place:

2. _____
(Signature of Industry Authorised Training Partner).
Name:
Place: