

Tender Notice no. GMDC-GVT/CSR/02/23-24

## TENDER DOCUMENT

FOR

### SELECTION OF EXPERIENCED SKILL TRAINING AGENCIES FOR IMPLEMENTING “GMDC ODISHA SAMARTHYA EMPLOYMENT ORIENTED RESIDENTIAL SKILL TRAINING PROGRAMS”

Through online e-tendering process only

Issued By:



### GMDC – Gramya Vikas Trust

Gujarat Mineral Development Corporation Ltd.

Khanij Bhawan, 132 Feet Ring Road, Near University Ground,

Vastrapur, Ahmedabad-380052

E-mail: ceogvt@gmdcltd.co.in

Website: www.gmdcltd.com/csr/

04 Oct, 2023

Page 1 of 47

## Notice Inviting Online Tender

### Details about Tender:

Organization	:	Gujarat Mineral Development Corporation - Gramya Vikas Trust (GMDC-GVT), Ahmedabad
Circle	:	Gramya Vikas Trust (GVT) C/o Gujarat Mineral Development Corporation Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052
Vertical	:	Skill Development
Tender Notice No.	:	GMDC-GVT/CSR/02/23-24
Name of Project	:	GMDC Odisha Samarthya Employment Oriented Residential Skill Training Programs.
Name of Work	:	Selection of Experienced Skill Training Agencies for Implementing "GMDC Odisha Samarthya Employment Oriented Residential Skill Training Programs"
Estimated Contract Value (INR)	:	Varies with service scope
Period of Completion	:	3 years from the date of empanelment
Bidding Type	:	Open
Class of Bidder	:	Not Applicable
Tender Currency Settings	:	Indian Rupee (INR)
Joint Venture/Consortium	:	Consortium not allowed
<b>Amount Details</b>		
Bid Document Fee (INR)	:	Rs. 5,000/-
Bid Document Fee Payable to	:	"GMDC Gramya Vikas Trust" payable at Ahmedabad
Bid Security /EMD (INR)	:	Rs. 50,000/-
Bid Security/ EMD in favor of Tender Dates	:	"GMDC Gramya Vikas Trust" payable at Ahmedabad
Bid Document Downloading Start Date	:	October 04, 2023
Pre-Bid Meeting Date	:	October 16, 2023
Bid Document Downloading End Date	:	October 25, 2023
Last Date & Time for Receipt/ Submission) of Bids online	:	October 25, 2023 (06:00 PM)
Last Date & Time for hard copy Receipt/ (Submission) of Bids	:	October 27, 2023 (06:00 PM)
Bid Validity Period	:	180 days from opening of price bid
Bank Guarantee	:	Selected bidder shall submit the Performance Bank Guarantee as per the prevailing government norms.

Submission of certain documents etc.	:	Hard Copy submission of EMD, Tender fee and other Documents as specified in the tender document up to October 27, 2023 (06:00 PM) in the office of the CEO, GMDC-GVT C/o Gujarat Mineral Development Corporation, Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052
Remarks	:	Tendering Agency shall submit their financial offer in electronic format on website, after digitally signing the same. Offers which are not digitally signed will not be accepted. No financial offer in physical form will be accepted and if any such offer is received by CEO, GMDC-GVT, it will be outright rejected.
Officer Inviting Bids	:	CEO, GMDC-GVT C/o Gujarat Mineral Development Corporation, Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052
Bid Opening Authority	:	CEO, GMDC-GVT C/o Gujarat Mineral Development Corporation, Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052
Nodal Point of Contact from GMDC-GVT for any query and clarification	:	Program Manager, GMDC-GVT C/o Gujarat Mineral Development Corporation, Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052 (M) +91 9510996405 (E-mail) <a href="mailto:pmcsr2@gmdcltd.co.in">pmcsr2@gmdcltd.co.in</a>

#### General Terms and Conditions:

- Bidders can download the tender document free of cost from the website of (n) procure.
- Bidders have to submit Price Bid in Electronic form only on (n) Procure website till the last date and time for submission.
- Bidders will be informed regarding their selection for the presentation at least 5 days prior to the scheduled presentation date (to be scheduled during the evaluation process of bids)
- Offers (price bid) in physical form will not be accepted in any case.
- Internet site address for e-Tendering activities will be <https://gmdctender.nprocure.com>
- Interested bidders can view detailed tender notice and download tender documents from the above-mentioned website.
- Bidders who wish to participate in this tender need to procure Digital Certificate as per Information Technology Act-2000 using that they can digitally sign their electronic bids. Bidders can procure the same from any of the CCA approved certifying agencies, or they may contact (n) code Solution at below mentioned address and they will assist them in procuring the same. Bidders who already have a valid Digital Certificate need not procure the same. In case bidders need any clarification regarding online participation, they can contact:  
**(n)Code Solutions – Division of GNFC Ltd.,**  
(n)Procure Cell  
304, GNFC Infotower, S.G. Road  
Bodakdev, Ahmedabad - 380054 (Gujarat) **Toll Free : 7359 021 663 Email : nprocure@ncode.in**
- Other Terms and Conditions are as per detailed tender documents.

## Contents

### Table of Contents

<b>INVITATION FOR BIDS (IFB).....</b>	<b>6</b>
<b>SCHEDULE FOR INVITATION OF TENDER.....</b>	<b>8</b>
<b>CHAPTER – 1: INSTRUCTIONS TO THE BIDDERS .....</b>	<b>13</b>
ARTICLE 1: DEFINITIONS .....	13
ARTICLE 2: PROPOSED “GMDC-SAMARTHYA EMPLOYMENT ORIENTED SKILL TRAINING PROGRAM” .....	14
ARTICLE 3: ELIGIBILITY CRITERIA FOR BIDDERS .....	14
<b>CHAPTER – 2: GENERAL TERMS AND CONDITIONS.....</b>	<b>16</b>
ARTICLE - 1: CHECKLIST OF DOCUMENTS COMPRISING THE BID .....	16
ARTICLE – 2: BIDDING DOCUMENT .....	17
ARTICLE – 3: CLARIFICATION ON BIDDING DOCUMENTS .....	17
ARTICLE – 4: AMENDMENT OF BIDDING DOCUMENTS.....	17
ARTICLE – 5: LANGUAGE OF BID .....	18
ARTICLE – 6: COST OF BIDDING .....	18
ARTICLE - 7: BID FORMS.....	18
ARTICLE - 8: FRAUDULENT & CORRUPT PRACTICE .....	18
ARTICLE - 9: LACK OF INFORMATION TO BIDDER .....	18
ARTICLE - 10: CONTRACT OBLIGATIONS.....	18
ARTICLE - 11: BID PRICE.....	19
ARTICLE - 12: BID CURRENCY .....	19
ARTICLE - 13: BID SECURITY/ EARNEST MONEY DEPOSIT (EMD).....	19
ARTICLE - 14: PERIOD OF VALIDITY OF BIDS .....	20
ARTICLE - 15: FORMAT AND SIGNING OF BID .....	20
ARTICLE - 16: SEALING AND MARKING OF BID .....	20
ARTICLE - 17: BID DUE DATE.....	21
ARTICLE - 18: LATE BID/ CONDITIONAL BID.....	21
ARTICLE - 19: MODIFICATION AND WITHDRAWAL OF BID.....	21
ARTICLE - 20: OPENING OF BIDS BY THE GMDC-GVT .....	21
ARTICLE - 21: CONTACTING THE GMDC-GVT .....	22
ARTICLE - 22: BID EVALUATION .....	22
ARTICLE - 23: THE GMDC-GVT’S RIGHT TO VARY SCOPE OF CONTRACT AT THE TIME OF AWARD.....	24
ARTICLE - 24 : THE GMDC-GVT'S RIGHTS TO ACCEPT ANY BID AND TO REJECT ANY ORALL BIDS.....	24

ARTICLE - 25 : NOTIFICATION OF AWARD & SIGNING OF CONTRACT .....	24
ARTICLE - 26 : PERFORMANCE GUARANTEE .....	25
ARTICLE - 27: PAYMENT TERMS.....	25
ARTICLE - 28: PENALTY .....	25
ARTICLE - 29: PATENT RIGHTS .....	25
ARTICLE - 30: THE GMDC-GVT's RIGHT TO AWARD THE CONTRACT TO ONE OR MORE BIDDERS .....	26
ARTICLE - 31: CONTRACT PERIOD .....	26
ARTICLE -32: TERMINATION OF THE CONTRACT PERIOD .....	26
<b>CHAPTER – 3: TERMS OF REFERENCE.....</b>	<b>28</b>
ARTICLE - 1: INTRODUCTION .....	28
ARTICLE – 2: BENEFICIARY DETAILS AND TRAINEE SELECTION .....	28
ARTICLE - 3: SERVICES TO BE PROVIDED (SCOPE OF WORK) .....	29
ARTICLE - 4: LOCATION .....	33
ARTICLE - 5: ADDITIONAL AS WELL AS NEW CENTRES AND FACILITY.....	33
ARTICLE - 6: SERVICE PERFORMANCE REQUIREMENTS .....	33
ARTICLE - 7: STANDBY COMPUTERS AND MANPOWER.....	33
<b>CHAPTER – 4: ANNEXURES .....</b>	<b>34</b>
ANNEXURE - 1: FINANCIAL BID FORMAT .....	34
ANNEXURE – 2: PROFORMA OF GENERAL POWER OF ATTORNEY .....	38
ANNEXURE – 3: FORMAT FOR PERFORMANCE GUARANTEE .....	39
ANNEXURE – 4: PROFILE OF BIDDER .....	42
ANNEXURE – 5: CHECKLIST FOR FULFILLMENT OF ELIGIBILITY CRITERIA .....	43
ANNEXURE – 6: CHECKLIST FOR FULFILLMENT OF EVALUATION CRITERIA .....	44
ANNEXURE – 7: FORMAT FOR PROJECT PROPOSAL.....	45

## INVITATION FOR BIDS (IFB)

Gujarat Mineral Development Corporation Ltd. (GMDC) is one of India's leading mining and mineral processing companies. For more than five decades, GMDC has been engaged in the development of the ample mineral resources of the state. GMDC ranked 486th among India's Fortune 500 Companies (2022) and among the Top-5 organizations by market capitalization in the mining sector. GMDC is India's second-largest Lignite-producing company. GMDC is a leader in Lignite exploration and supply in Gujarat. Mining lignite from deposit-rich areas across the state, GMDC markets it to various high-growth industries, including textiles, chemicals, ceramics, bricks, and captive power.

GMDC has embarked on an ambitious journey, strategically transforming itself into diversified portfolios spread across minerals and power assets while expanding its presence beyond the geographical boundaries of Gujarat. At the recently-concluded commercial coal block auction by the Union Ministry of Coal, GMDC has won the bids for Odisha's Burapahar Block in Hemagiri Tehsil of Sundargarh District, which has a geological reserve of 548 million tonnes (mt), and the Baitarani (West) Block in Chhendipada Tehsil of Angul District, which has a geological reserve of 1152 mt.

The new expansion will bring GMDC's diversified products to even more customers and create new job opportunities. GMDC is committed to supporting local economies and helping to drive growth and development. The new expansion would be a testament to GMDC's success and ongoing commitment to sustainability. GMDC has a vision of revolutionizing the Mining industry, and the expansion would be a significant indication of its commitment to that vision.

Believing and practicing the culture of accountable governance, GMDC established Gramya Vikas Trust on 7th January 1991 as Public Trust with Section 12A and 80G, registered under The Income Tax Act, 1961 for various developmental activities. GMDC-Gramya Vikas Trust (GMDC-GVT) works with the vision to enhance the quality of life of communities living in the GMDC active regions through innovative partnerships/programs, strategic collaborations, and stakeholder engagement.

In the year 2022-23 GMDC-GVT an implementing body of CSR for GMDC has been given fresh impetus, accordingly following are the focus areas:

- Skill Based Ecosystem- Focused Transformation;
- Promotion of Quality & Inclusive Education;
- Health facilities- Addressing gaps through Access & Availability;
- Drinking Water Including Integrated Water Shed Development & Sanitation;
- Ensuring Climate Action & Environment Sustainability;
- Cultural & Heritage Preservation;
- And design and implement tailor-made solutions to address their issues.

## CSR Approach of GMDC:

GMDC is carefully cultivating a culture of building good relations with the community. It constantly strives to address the needs of the communities in and around its areas of operations, many of which are situated in the remotest regions of Gujarat. Over the years, GMDC is working on programs in Education, Healthcare, Drinking Water & Sanitation, and Rural Development for improving the quality of life of surrounding communities.

Skill is considered as one of the most important ecosystem for transforming the lives of the youth, therefore the program is designed to generate employment through skill development for the youth in the age group of 18 to 35.

To cater this need of providing vocational training to youth of GMDC's existing and upcoming project location areas, "GMDC-Samarthya" Employment Oriented Residential Skill Training Program was launched by the GMDC-Gramya Vikas Trust (GMDC-GVT) in collaboration with reputed national level skill training partners. The program aims to provide skill training and employment opportunities to 3,000 youth of Gujarat who are belonging from project areas of GMDC's operations.

To take this forward, GMDC intends to extend the ongoing "GMDC Odisha Samarthya" Employment Oriented Residential Skill Training Program for the GMDC's upcoming mine locations (Baitarani (West) Block in Chhendipada Tehsil of Angul District) and (Burapahar Block in Hemagiri Tehsil of Sundargarh District) of Odisha. **The proposed program aims to provide skill training and employment opportunities to 1,000 youth of Odisha who are belonging from project areas of GMDC's operations in the first phase.**

As stated above, the target group of this Employment Oriented Residential Skill Training Program shall be the youth (between the age group of 18-35 years) from the nearby areas of upcoming project locations of GMDC. This target group not only suffers from the educational backwardness but also from the social disadvantages such as unemployment, exploitation, anxiety and health disorders (including malnutrition) etc. There exists the need of providing vocational skills to the target group to develop and refine their skills as well as engage them in productive activities to earn their livelihood. The training to target youth shall be provided on the basis of skills set required in the Industries especially in mining and healthcare industries and the potential market opportunities in the local region of Odisha.

Therefore, it is required that professional skill development agencies having prior experience in providing training in Odisha State shall be empanelled with the GMDC-GVT, Ahmedabad for providing employment Oriented Residential Skill training under the CSR of GMDC.

With this background, GMDC-GVT, Ahmedabad invites technical and financial bids from the reputed and qualified agencies imparting training in various sectors to participate in this selection process. Prospective bidders are required to refer the eligibility criteria as well as criteria mentioned in the technical bid and other terms and conditions of this document. Technical and financial bid of only those agencies will be considered who are qualified as per the eligibility criteria.



## SCHEDULE FOR INVITATION OF TENDER

**TENDER NAME:** Selection of Experienced Skill Training Agencies for Implementing “GMDC Odisha Samarthya Employment Oriented Residential Skill Training Programs”

To	
Issue of Tender	October 04, 2023
Pre-Bid Meeting	October 16, 2023 (Schedule will be shared tender section on website of GMDC i.e.: <a href="https://www.gmdcltd.com">https://www.gmdcltd.com</a> ).
Venue for pre- bid meeting	Gujarat Mineral Development Corporation - Gramya Vikas Trust (GMDC-GVT) Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052
Last Date & Time for Receipt/ Submission) of Bids online	October 25, 2023 (06:00 PM)
Last Date & Time for hard copy Receipt/ Submission) of Bids	October 27, 2023 (06:00 PM)
Technical Bid, Tender Fees and EMD Submission Address:	Gujarat Mineral Development Corporation - Gramya Vikas Trust (GMDC-GVT) Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052
Venue for technical bid opening	Gujarat Mineral Development Corporation - Gramya Vikas Trust (GMDC-GVT) Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052

**Note:**

- Please address all queries and correspondence to the Gujarat Mineral Development Corporation - Gramya Vikas Trust (GMDC-GVT), Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052 or email address: [pmcsr2@gmdcltd.co.in](mailto:pmcsr2@gmdcltd.co.in)
- Please quote reference number in all your correspondence.

**General instructions for bid submission guidelines:**

- Bidders who wish to participate in this selection process will have to register on <https://tender.nprocure.com>. Further, participating bidders will have to procure Digital Certificate as per Information Technology Act, 2000 using which they can sign their electronic commercial proposals. Bidders can procure the same from (n) Code Solutions, or from any other agency licensed by Controller of Certifying Authority of Government of India. Bidders who already have a Digital Certificate need not procure a new digital certificate.



- **Technical Bid:** Bidders shall submit physically their bids in TWO SEPARATE PARTS in sealed envelopes super-scribed with due date, time, project and nature of bid) through In hand delivery, registered A.D. Post, Speed Post only.
- **Financial bid:** Bidders shall submit the financial bid online only.
- Details with regard to the submission of online submission of technical and financial bid as well as hard copy submission of technical bid with the fees (tender and EMD) are mentioned in the tender document.
- Services offered should be strictly as per scope of work and terms and conditions mentioned in this Tender Document. Please spell out any unavoidable deviations, article-wise, in your bid under the heading "Deviations".
- Once quoted, the Bidder shall not make any subsequent price changes, whether resulting or arising out of any technical/commercial clarifications sought regarding the bid, even if any deviation or exclusion may be specifically stated in the bid. Such price changes shall render the bid liable for rejection.
- Bidder shall quote the prices of services as mentioned valid for 180 days.

Yours faithfully,

CEO, GMDC-GVT,  
Khanij Bhawan, 132 Feet Ring Road,  
Near University Ground, Vastrapur,  
Ahmedabad-380052

**TO BE PASTED ON THE OUTER ENVELOPE CONTAINING THE BID SECURITY,  
TENDER FEES AND TECHNICAL BID**

**Important Data**

**DO NOT OPEN – THIS IS A BID**

PROJECT		Selection of Experienced Skill Training Agencies for Implementing “GMDC Odisha Samarthya Employment Oriented Residential Skill Training Programs”
Due Date	:	
Time	:	
From		
<Name of Bidder>		
<Address>		
<Phone no.>	:	
<e-mail id>	:	

**TO BE PASTED ON THE OUTER ENVELOPE CONTAINING THE BID SECURITY AND TENDER FEES**

**DO NOT OPEN – THIS IS A BID**

**Bid Security**

PROJECT		Selection of Experienced Skill Training Agencies for Implementing “GMDC Odisha Samarthya Employment Oriented Residential Skill Training Programs”
Due Date	:	
Time	:	
From		
<Name of Bidder>		
<Address>		
<Phone no.>	:	
<e-mail id>	:	

**TO BE PASTED ON THE OUTER ENVELOPE CONTAINING THE TECHNICAL BID**

**DO NOT OPEN – THIS IS A BID**

**Technical Bid**

**Original**

PROJECT		Selection of Experienced Skill Training Agencies for Implementing “GMDC Odisha Samarthya Employment Oriented Residential Skill Training Programs”
Due Date	:	
Time	:	
From		
<Name of Bidder>		
<Address>		
<Phone no.>	:	
<e-mail id>	:	

## CHAPTER – 1: INSTRUCTIONS TO THE BIDDERS

### ARTICLE 1: DEFINITIONS

In this document, unless the context specific otherwise, the following words and phrases shall mean and include:

- 1) **“Agreement”** means document signed by the competent authority at Gujarat Mineral Development Corporation-Gramya Vikas Trust, Ahmedabad and the Bidder that incorporates any financial corrections or modification to the tender and is the legal document binding both the parties to all terms and conditions of the Contract.
- 2) **“Bid”** means the complete bidding document submitted by the Bidder to the Gujarat Mineral Development Corporation-Gramya Vikas Trust, Ahmedabad and shall include any corrections, addenda and modifications made therein.
- 3) **“Bidder”** shall mean a corporate entity or a society or a corporation or a trust or a firm eligible to participate in the Tender in the stages of Pre-qualification, Bidding process and shall include the successful Bidder during the currency of the Contract.
- 4) **“Contract Period”** shall mean entire term of the contract as indicated in the tender document.
- 5) **“Contract”** shall include the Terms of Reference as outlined in the tender document within time limits indicated for which the Bidder shall be paid in accordance with the terms and conditions of the Agreement.
- 6) **“Corrupt Practice”** means the offering, giving, receiving or soliciting of anything of value, pressurizing to influence the action of a public official in the process of Bidder selection and Contract execution.
- 7) **“Financial Capability”** means financial worthiness of Bidders as per the terms of the Tender.
- 8) **“Local Language”** means the language declared by the concerned State Government as their official language.
- 9) **“Tenderer”** means the organization / institution, which is floating this tender i.e. GMDC-GVT, C/o Gujarat Mineral Development Corporation, Ahmedabad.
- 10) **“Total Accepted Tender Value”** means the total value of services and supplies as covered under this Tender and agreed upon by the Tenderer and the Bidder.
- 11) **“Per Youth Total Accepted Tender Value”** means the amount derived by dividing the Total Accepted Tender Value by the number of youth (both male and female) the Bidder has committed to provide employment in his bid during the contract period.
- 12) **“Placement”** means the trainee should be offered placement followed by which the candidate should continue for at least one month for that job.
- 13) **“Handholding”** means the agency should review the status of employment of the candidate placed by them every quarter.
- 14) **“Project Implementing Agency”** means agency imparting skill development training under the contract.

## ARTICLE 2: PROPOSED “GMDC ODISHA - SAMARTHYA EMPLOYMENT ORIENTED RESIDENTIAL SKILL TRAINING PROGRAM” in Odisha

### Program Objective:

The objective of Gujarat Mineral Development Corporation-Gramya Vikas Trust (GMDC-GVT), Ahmedabad is to work for the interest of the benefit of the youth living in the nearby villages of Project Location of GMDC across Gujarat and Odisha.

One of the Key Thrust Area of GMDC-GVT is “**Skill Ecosystem-Focused Transformation**” and GMDC-GVT proposes to undertake innovative, scalable and outcome-oriented projects to mitigate the adverse impact on the socio- economic life of project affected population in the state of Gujarat and Odisha.

To take this forward, GMDC-GVT, Ahmedabad intends to undertake the Skill development Program to address the skilling challenge in the Project Location areas which is more severe due to the mismatch between “Skills versus Jobs”. This Skill development cum employment oriented training Program **is named as “GMDC Odisha -Samarthya Employment Oriented Residential Skill Development Training Program” in Odisha.**

### Brief details about GMDC’s Odisha Project Area:

#### A. Chhendipada Tehsil in Angul District: [Baitarani (West) Block]

- Location: Chhendipada Tehsil is situated in the north eastern part of Angul district in Odisha. It is bordered by Athamallik Tehsil in the west, Kishorenagar Tehsil in the east, and Talcher Tehsil in the south.
- Population: The population of Chhendipada Tehsil is approximately 1,25,000 as per census 2011. (Please note that the exact population figure may vary in 2023 considering the estimated growth of population @ of 1.5%)
- Language: The primary language spoken in Chhendipada Tehsil is Odia. It is the official language of the state of Odisha.
- Occupation: The people of Chhendipada Tehsil are engaged in various occupations. Agriculture is a significant occupation, with a considerable number of people involved in farming and related activities. The region is known for its coal mining industry, which also provides employment opportunities. Additionally, there are people employed in industries, businesses, and government services.
- Literacy: The literacy rate in Chhendipada Tehsil is 75.06% and it is increasing over a period of time. However the youth does not have the clear way forward and guidance or specialized program that creates employment opportunities for them.
- Tribal Communities: Chhendipada Tehsil is home to several tribal communities, including the Santhal, Munda, and others. These communities have their unique cultures, traditions, and languages.

## **B. Hemagiri Tehsil in Sundargarh District: [Burapahar Block]**

- **Location:** Hemagiri Tehsil is situated in the western part of Sundargarh district in Odisha. It is bordered by Rourkela Tehsil in the east and the Jharsuguda district in the west.
- **Population:** The population of Hemagiri Tehsil is approximately 1,10,000. ((Please note that the exact population figure may vary in 2023 considering the estimated growth of population @ of 1.5 %.)
- **Language:** The primary language spoken in Hemagiri Tehsil is Odia. It is the official language of the state of Odisha however due to proximity of Chhatisgarh area; Hindi language is also prevalent in this area.
- **Occupation:** The people of Hemagiri Tehsil are engaged in various occupations. Agriculture is a significant occupation, with a considerable number of people involved in farming and related activities. Additionally, there are also people employed in industries, businesses, and government services.
- **Literacy:** The literacy rate in Hemagiri Tehsil is 74.55% and it is increasing over the period of time however there are no specialized skill set observed that can create employment opportunities.
- **Tribal Communities:** Hemagiri Tehsil is home to several tribal communities, including the Ho, Munda, Oraon, and others. These communities have their unique cultures, traditions, and languages.

These Programs will seemingly invest into the knowledge creation and development of expertise and skills up-gradation of youth from selected locations of Odisha state. The key focus of GMDC-GVT would be to provide skill training to the youth of villages in Chhendipada Tehsil of Angul District and Hemagiri Tehsil of Sundargarh districts in Odisha.

The training Programs will ensure preparing the human resources (youth) through continuous development and up-gradation of the skill sets and link them with the nearby industries for the purpose of livelihood (employment/ self-employment/ placement).



### ARTICLE 3: ELIGIBILITY CRITERIA FOR BIDDERS

The Bidder should be fulfilling the following preconditions and must also submit documentary evidence in support of fulfillment of these conditions while submitting the technical bid. Bids from consortiums are not allowed. **Claims without documentary evidence will not be considered-**

Sr. No.	Eligibility Criteria	Documentary Evidence to be attached
1	The bidder should have minimum annual average turnover of ₹ 2.00 crore and positive net worth in the last three years ending 31 <sup>st</sup> March 2023.	Chartered Accountant Certificate indicating the required annual average turnover and positive net worth for the last three years (2020-21, 2021-22 & 2022-23) ending 31st March 2023.
2	The bidder should have trained 1,500 persons till date of the tender.	Self-certified list of candidates who have completed training. Mentioning details as per Note-1 are to be provided for each candidate.
3	The bidder should have at least 10 skill training centers existing in India (In at least three different states) or at least 20 skill training centers existing in Odisha as on date of the tender	Self-certified list of training centers of the bidder to be provided mentioning details as per Note-2.
4	The bidder should have at least One centre existing/previously operational in Odisha as on date of the tender at least for one Year.	Self-certified list of training centers of the bidder to be provided mentioning details as per Note-2.
<i>Note-1: List shall include name of candidate, Training Trade, Contact No., Location (State)</i>		
<i>Note-2: List shall include Centre Address, Contact Person name, Contact No., Trades operational at the Centre, Location (State), Scheme/Project Name under which centre is operational</i>		

## CHAPTER – 2: GENERAL TERMS AND CONDITIONS

### ARTICLE - 1: CHECKLIST OF DOCUMENTS COMPRISING THE BID

The bid submitted shall have the following documents:

#### Part-I

Tender Fees and Earnest Money Deposit

#### Part – II

1. Bid signed and sealed (with official seal) in Original on all pages with pages duly numbered and Annexure highlighted wherever required.
2. A Pan Drive containing the softcopy of the Technical Bid and scan copy of the documents submitted.
3. In case bidder is a company- Certified copy of Certificate of incorporation for companies

Or

In case the Bidder is a Society- Certified copy of registration deed with objects of constitution of society

Or

In case Bidder is a Corporation- Authenticated copy of the parent statute

Or

In case of Trust- Certified copy of the Trust Deed

Or

In case of Firm- Certified copy of the Registration Deed

Certified copies of documents submitted, as above, must be signed and carry the seal of the authorized signatory.

4. Bidders who have applied for accreditation and are confident to receive the same before commencement of services will have to give an undertaking committing submission of the accreditation certificate before allotment of work vide this tender.
5. Documentary evidence (signed by authorized signatory) proving that bidder fulfills the criteria as stated in Article- 3, Chapter I.
6. Documentary evidence (signed by authorized signatory) proving that bidder has provided all the data and documents required for carrying the evaluation of their Bid as per the parameters given at Article 22: Bid Evaluation, Chapter II.
7. The Project Implementing Agency should enclose its Project Proposal as per the Format provided in the tender document.

8. Clause by clause compliance statement for the whole Tender Document including all Annexure.
9. All deviations and/or non-compliance clauses shall be listed separately
10. Details in the formats as given at Annexure. (please check all the Annexure)

### **Part-III**

1. Financial Bid as per Annexure – 1 to be submitted online. No deviations and/or non-compliance clauses shall be allowed in the Financial Bid.

### **ARTICLE – 2: BIDDING DOCUMENT**

- 2.1 Bidder is expected to examine all instructions, forms, terms and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submit a Bid not substantially responsive to the bidding documents in every respect may result in the rejection of the Bid.

### **ARTICLE – 3: CLARIFICATION ON BIDDING DOCUMENTS**

- 3.1 Bidders can seek written clarifications within 5 days from the last date of issue of the tender document, to GMDC-GVT, Ahmedabad. The clarification shall be issued without any delay.

### **ARTICLE – 4: AMENDMENT OF BIDDING DOCUMENTS**

- 4.1 At any time prior to the deadline for submission of bids, GMDC-GVT for any reason, whether at its own initiative or in response to the clarifications requested by prospective Bidders may modify the bidding documents by amendment.

In order to allow prospective Bidders a reasonable time to take the amendment into account in preparing their bids, GMDC-GVT, Ahmedabad at its discretion, may extend the deadline for the submission of bids.

### **ARTICLE – 5: LANGUAGE OF BID**

- 5.1 The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and GMDC-GVT shall be in English. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant pages in English.

## ARTICLE – 6: COST OF BIDDING

- 6.1 The Bidder shall bear all costs associated with the preparation and submission of the Bid and GMDC-GVT will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.

## ARTICLE - 7: BID FORMS

Wherever a specific form is prescribed in the Tender Document, the Bidder shall use the form to provide relevant information. If the form does not provide space for any required information, space at the end of the form or additional sheets shall be used to convey the said information.

For all other cases, the Bidder shall design a form to hold the required information.

Tenderer shall not be bound by any printed conditions or provisions in the Bidder's Bid Forms

## ARTICLE - 8: FRAUDULENT & CORRUPT PRACTICE

Fraudulent practice means a misrepresentation of facts in order to influence a procurement process or the execution of a Contract and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish bid prices at artificial on-competitive levels and to deprive the GMDC-GVT of the benefits of free and open competition.

Tenderer will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for, or in executing, contract(s).

## ARTICLE - 9: LACK OF INFORMATION TO BIDDER

- 9.1 The Bidder shall be deemed to have carefully examined all contracts documents to his entire satisfaction. Any lack of information shall not in any way relieve the Bidder of his responsibility to fulfill his obligation under the Contract.

## ARTICLE - 10: CONTRACT OBLIGATIONS

If after the award of the contract the Bidder does not sign the Agreement or fails to furnish the performance guarantee within the prescribed time limit, the GMDC-GVT reserves the right to cancel the contract and apply all remedies available to him under the terms and conditions of this document.

## ARTICLE - 11: BID PRICE

The Financial bid should indicate the prices in the format/price schedule given at Annexure – 1 online only. Bidder shall categorically confirm strict compliance with the following stipulation in respect of their offer.

- a) Any effort by a Bidder or Bidder's agent/consultant or representative howsoever described to influence the GMDC-GVT, Ahmedabad in any way concerning scrutiny/consideration/ evaluation/ comparison of the bid or decision concerning award of contract shall entail rejection of the bid.
- b) The Bidder should indicate a single consolidated rate for contract period based on the payment terms specified in the Tender.
- c) Bids should be submitted directly by the Bidder.

GMDC-GVT reserves the right to seek clarification/justification from the Bidder on the bid price incase GMDC-GVT deems it necessary. Based on the justification provided by the Bidder, if GMDC-GVT feels that the price is unrealistic/ unfeasible in order to execute a project of this nature, GMDC-GVT reserves the right to reject the said bid. The Bidders shall be governed by the decision of GMDC-GVT.

## ARTICLE - 12: BID CURRENCY

For the services required in the Tender the prices shall be quoted in Indian Rupees. Payment for such services as specified in the agreement shall be made in Indian Rupees only.

## ARTICLE - 13: BID SECURITY/ EARNEST MONEY DEPOSIT (EMD)

The Bidder shall furnish, as part of the Bid, a bid security for the amount of Rs. 1 Lakh by DD in favour of "GMDC Gramya Vikas Trust" payable at Ahmedabad issued by any nationalized bank in India in a separate envelope. Only after the confirmation of valid bid security, the Technical Bid will be opened.

No interest shall be paid on bid security.

EMD of Bidders not short-listed will be refunded within 30 days from the date of declaration of Short-listed Bidders. If the Bidder is short-listed, then the security will be refunded within 30 days from the date of signing of the Agreement/issuance of workorder.

The successful Bidder's Bid security will be discharged upon the Bidder signing the contract/Agreement, and furnishing the Performance Guarantee.

The Bid security may be forfeited either in full or in part, at the discretion of GMDC-GVT, on account of one or more of the following reasons:

- a) The Bidder withdraws their Bid during the period of Bid validity specified by them on the Bid letter form.
- b) Bidder does not respond to requests for clarification of their Bid.
- c) Bidder fails to co-operate in the Bid evaluation process, and
- d) In case of a successful Bidder, the said Bidder fails:
  - 1. To sign the Agreement in time; or
  - 2. To furnish Performance Guarantee

## ARTICLE - 14: PERIOD OF VALIDITY OF BIDS

Bids shall remain valid for 180 days after the date of Bid opening prescribed by GMDC-GVT. A Bid valid for a shorter period shall be rejected as non-responsive.

In exceptional circumstances, the GMDC-GVT may solicit Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The Bid security shall also be suitably extended. A Bidder granting the request is not required nor permitted to modify the Bid.

## ARTICLE - 15: FORMAT AND SIGNING OF BID

The Bidder shall prepare bid as appropriate.

The bid shall be signed by the Bidder or a person duly authorized to bind the Bidder to the Contract/Concession Agreement. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.

The complete bid shall be without alteration or erasures, except those to accord with instruction issued by the GMDC-GVT or as necessary to correct errors made by the Bidder, in which case such corrections shall be initiated by the person or persons signing the bid.

## ARTICLE - 16: SEALING AND MARKING OF BID

Bidder shall submit their bids in TWO SEPARATE PARTS in sealed envelopes super-scribed with due date, time, project and nature of bid (Bid Security, Technical).

Part: I The Bid Security in a separate sealed envelope super scribed with the Tender Document number.

Part: II Original copy of TECHNICAL BID complete with all technical and commercial details other than price i.e. identical to part-III with prices blanked out.

NOTE: Filling up prices in Part-II will render the Bidder disqualified.

The envelopes containing Part-I and Part-II of bid should be enclosed in a larger envelope duly sealed. The enclosed CUT-OUT Slips (Formats given below) shall be filled and pasted on the envelopes. All pages of the offer must be signed.

The outer envelope shall indicate the name and address of the Bidder to enable the bid to be returned unopened in cases it is declared 'late'.

If the outer envelope is not sealed and marked as required, the GMDC-GVT will assume no responsibility for the bid's misplacement or premature opening.

If these envelopes are not sealed and marked as required, the GMDC-GVT will assume no responsibility for the bid's misplacement or premature opening and rejection.

## ARTICLE - 17: BID DUE DATE

Bid must be received by the GMDC-GVT at the address specified in the Tender Document not later than the date specified in the bid.

The GMDC-GVT may, at its discretion, on giving reasonable notice by fax or any other written communication to all prospective Bidders who have been issued the Tender documents, extend the bid due date, in which case all rights and obligations of the GMDC-GVT and the Bidders, previously subject to the bid due date, shall thereafter be subject to the new bid due date as extended.

## ARTICLE - 18: LATE BID/ CONDITIONAL BID

Any bid received by the GMDC-GVT after the bid due date/time prescribed in the Tender Document shall be rejected.

Any bid indicating conditions beyond those indicated in this Tender Document i.e. conditional bid shall be rejected.

## ARTICLE - 19: MODIFICATION AND WITHDRAWAL OF BID

The Bidder may modify or withdraw its Bid after the Bid's submission, provided that written notice of the modification included substitution or withdrawal of the bids, is received by the GMDC-GVT prior to the deadline prescribed for submission of bids.

The Bidder's modification or withdrawal notice shall be prepared, sealed, marked and dispatched in a manner similar to the original Bid.

No Bid may be modified subsequent to the deadline for submission of bids.

No Bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of Bid validity specified by the Bidder on the bid letter form. Withdrawal of a Bid during this interval may result in the Bidder's forfeiture of its Bid security.

## ARTICLE - 20: OPENING OF BIDS BY THE GMDC-GVT

Bids will be opened in the presence of Bidder's representatives, who choose to attend. The Bidder's representatives who are present shall sign a register evidencing their attendance.

The Bidder's names, Bid modifications or withdrawals and the presence or absence of relevant Bid security and such other details as the GMDC-GVT at his/her discretion, may consider appropriate, will be announced at the opening.

At the pre-decided time, the GMDC-GVT contact person shall open the Technical Bids and list them for further evaluation. Any participating Bidder may depute a representative to witness these procedures.



## ARTICLE - 21: CONTACTING THE GMDC-GVT

Bidder shall not approach the GMDC-GVT officers outside of office hours and/or outside the GMDC-GVT premises, from the time of the Bid opening to the time the Contract is awarded.

Any effort by a Bidder to influence the GMDC-GVT officers in the decisions on Bid evaluation bid comparison or contract award may result in rejection of the Bidder's offer. If the Bidder wishes to bring additional information to the notice of the GMDC-GVT, it should do so in writing.

## ARTICLE - 22: BID EVALUATION

### Parameters and Procedure of Evaluation

The proposals will be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal = 70%; P = the weight given to the Financial Proposal = 30%; T + P = 100%) using the formula:

$$S = St \times T\% + Sf \times P\%$$

The GMDC-GVT is not bound in any manner to select any of the bidders submitting proposals or to select the bidder offering the lower price.

The bidders achieving the highest combined technical and financial score (S) will get the highest rank. The firm obtaining the highest number of points will be invited for contract negotiations, with a view to clarify any outstanding points, to finalize technical and financial arrangements and, in case of successful negotiations, to sign a Contract Agreement. Bidders submitting the bids should clearly understand that any or all parts of their bids are liable to be part of the negotiation procedure.

### I. Technical Evaluation

The Bidders, who have fulfilled the eligibility criteria, will be evaluated further. The technical evaluation and comparison of the bids shall be done for the following parameters for bidders:

Notes:

1. GMDC-GVT desires that the training programs are directed to the youth having lower educational qualifications and focusing on the trades in mining and healthcare sector.
2. Outcome indicators after completion of various phases of the proposed training program need to be indicated. Clarity of targeted outcomes from different phases of training will fetch higher marks.
3. Bidders who have applied for accreditation and are confident to receive the same before commencement of services will have to give an undertaking committing submission of the accreditation certificate before allotment of work vide this tender.
4. "Contact details" include the name of the contact person, phone number, address, e-mail address, if any, and any other relevant information.

Evaluation shall be carried out based on the above parameters and the data and documents provided by the Bidders in support of their claims.

- a. Agencies with 50 or more marks in the technical round: stage-1 shall be invited for the technical presentation on Approach and Methodology in technical round: stage-2.**

**(Shortlisted agencies will be called for Technical Presentation (stage-2) at Bhubaneswar, Odisha.)**

- b. Based on the Combined Technical Evaluation (Stage: 1 and Stage: 2) the cut-off marks to open the online financial bid is 75.**

The Evaluation Committee shall have the right to verify the claims made by the Bidder, in whichever way it deems fit. Based on the Bid Evaluation, only technically qualified Bidders scoring more than cut-off marks shall be short-listed.

## **II. Financial Evaluation**

The maximum marks shall be 100 and 30% weightage shall be given to financial evaluation. However, the financial evaluation shall be done for the following parameters for bidders:

- The latest Common Cost Norms of payment to the skill training agency of Ministry of Skill Development and Entrepreneurship shall be taken into consideration as the benchmark for the Financial Evaluation of the financial bid quoted by the agency for each trainee.
- The financial bid quoted by the agency for each trainee shall be inclusive of cost of non-domain hours (soft skills, computer skills, life skills etc.) (30% of Total Domain Hours)
- The youth should be able to recover all the investments made on him/ her as part of the skill up gradation training (including cost of travel, boarding, lodging, infrastructure and investment by GMDC-GVT and other indirect expenses along with the actual cost of training) within 1 year of completion of training.
- As mentioned in Annexure- 6: Minimum service performance requirements, minimum salary after the placement shall also be taken into consideration.
- Agency need to ensure the retention of candidates for at least one-year post placement.

### **Bid Evaluation Committee**

The above evaluation shall be done by an Evaluation Committee decided by the GMDC-GVT, Ahmedabad. The Committee shall determine the approach and methodologies for the issues, which may arise during above referred evaluation exercise and have not been addressed in this Tender Document. The decision of the Committee shall be final and binding on all the Bidders.

### Technical Evaluation Criteria for the tender

Technical Evaluation				
SN	Particulars	Description		Max Marks
Technical Evaluation- Stage 1				
1	Details of Training Center infrastructure available across India	Number of Eligible Training Centers	Relative marks	15
		20 or more Centers	15	
		15-19 Centers	10	
		10-14 Centers	05	
2	Geographic Presence of Bidder	Number of States with training center	Relative marks	10
		08 or more States	10	
		04-07 States	07	
		03 States	04	
3	Outcome of the training programs in terms of number of candidates placed after receiving training from the Bidder	Number of Candidates	Relative marks	15
		2,500 or more Candidates	15	
		2,000 or more Candidates	10	
		1,500 or more Candidates	05	
4	Details of past clients till date of the tender	Number of Clients	Relative marks	10
		More than 20 Clients	10	
		10-19 Clients	07	
		Less than 10 Clients	04	
5	Details of trainers employed by the bidder across the centers	Number of Trainers	Relative marks	10
		More than 40 Trainers	10	
		26 - 40 Trainers	07	
		Less than 25 Trainers	04	
6	Details of corporate tie up for offering placement to candidates	Number of corporate tie ups	Relative marks	10
		More than 25 tie ups	10	
		15-25 tie ups	07	
		Less than 15 tie ups	04	
	Sub-total (A)			70
Technical Presentation- Stage 2				
7	Technical Presentation	<ul style="list-style-type: none"><li>Overall profile of the Bidder and experience in similar skill training project.</li><li>Understanding of Project</li><li>Methodology: Foundation Course, Outcome indicators at various time intervals during training, Action plan for the 1 year including the mechanism for offering placement to the candidates; retention and handholding the candidates, Certificate &amp; Evaluation</li></ul>		30
	Sub-total (B)			30
	Grand Total (A+B)			100

## ARTICLE - 23: THE GMDC-GVT'S RIGHT TO VARY SCOPE OF CONTRACT AT THE TIME OF AWARD

The GMDC-GVT may at any time, by a written order given to the Bidder make changes which include inclusion of more work or exclusion of some work within the general scope of contract.

If any such change causes an increase or decrease in the cost of, or the time required for, the Bidder performance of any part of the work under the Contract whether changed or not changed by the order, an equitable adjustment shall be made in the Contract Price or schedule of implementation, or both, and the Contract, shall, accordingly be amended. Any claims by the Bidder for adjustment under this Para must be asserted within thirty (30) days from the date of the Bidder receipt of the GMDC-GVT changed order.

## ARTICLE - 24 : THE GMDC-GVT'S RIGHTS TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS

24.1 The GMDC-GVT reserves the right to reject any Bid and to annul the bidding process and reject all bids at any time prior to award of Contract without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for such decision.

## ARTICLE - 25: NOTIFICATION OF AWARD & SIGNING OF CONTRACT

Prior to expiry of the period of Bid validity, the GMDC-GVT will notify the successful Bidder in writing that its Bid has been accepted and send the successful Bidder the Contract Form.

Within 10 days of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the GMDC-GVT. If the successful Bidder thus selected fails to sign the contract as stipulated, the GMDC-GVT reserves the right to offer the contract to the next lowest Bidder.

## ARTICLE - 26: PERFORMANCE GUARANTEE

The contract performance guarantee has to be submitted within TEN days of receipt of contract form. The performance guarantee shall be 5% of the Total Accepted Tender Value. The performance guarantee can be in the form of bank guarantee, which shall be valid for duration of 180 days beyond the expiry of contract period.

If the successful Bidder fails to remit the performance guarantee the EMD remitted by him will be forfeited by the GMDC-GVT and his bid will be held void.

Upon the successful Bidder's furnishing of performance guarantee and signing of contractual documents, the GMDC-GVT will promptly notify all Short-listed Bidders and will refund their Bid Security.

The Performance Guarantee Format is given at Annexure-3.

The Performance Guarantee of the successful Bidder shall be refunded within two months from the expiry of the contract period and on satisfaction of the GMDC-GVT for execution of the work/ settlement of disputes, if any.

## ARTICLE - 27: PAYMENT TERMS

Payment to the Project Implementing Agency shall be based on the number of youth provided service as follows:

- Batch wise Payment of 50% of per candidate enrolled in a batch shall be paid after 15 days from the start of the batch.
- Batch wise Payment of 40% of per candidate shall be paid in on completion of one month of placement of candidate and upon receiving placement report from the bidder.
- The remaining payment of 10% of per candidate shall become payable after satisfactory hand- holding of the candidate for six months.

## ARTICLE - 28: PENALTY

#	Parameter	Description	Penalty
1	Delay in submission of deliverables documents	The selected bidder shall prepare and deliver the desired deliverables as mentioned in the list of deliverables in the stipulated timeline.	Penalty charges @ 10% of the cost of assignment per week delay. The penalty will be deducted from the final bill payment.

## ARTICLE - 29: PATENT RIGHTS

- The Bidder shall indemnify the GMDC-GVT against all third-party claims of infringement of patent, trademark/ copyright arising from the use of services or any part thereof.

## ARTICLE - 30: THE GMDC-GVT's RIGHT TO AWARD THE CONTRACT TO ONE OR MORE BIDDERS

- The GMDC-GVT reserves the right to award the contract to one or more than one Bidder and split the order among different Bidders.

## ARTICLE - 31: CONTRACT PERIOD

This service shall commence within 6 months or earlier as per the preparations from the date of signing of the Agreement and shall continue thereafter for a period of 3 years.

This service shall be reviewed by the GMDC-GVT at the end of every year. The contract may be extended for further period of 2 years as may be mutually decided. The terms and conditions for extension of the contract may be negotiated.

## ARTICLE -32: TERMINATION OF THE CONTRACT PERIOD

The GMDC-GVT will have the right to cancel the contract if the Bidder commits breach of any or all conditions of the contract. Breach of Contract includes, but not limited to, the following:

- It is found that the schedule of implementation of the project is not being adhered to.
- The Bidder stops work and such stoppage has not been authorized by the GMDC-GVT.
- The Bidder may become bankrupt or goes into liquidation other than for project or amalgamation.
- The GMDC-GVT gives notice to correct a particular defect/irregularity and the Bidder fails to correct such defects/irregularity within a reasonable period of time determined by the GMDC-GVT.

## CHAPTER – 3: TERMS OF REFERENCE

### ARTICLE - 1: INTRODUCTION

GMDC-GVT desires to cover villages near to its project areas in its key upcoming project locations in the state of Odisha for its intervention of improving youth employability. The objective is to improve employability with the consensus of candidate and their families so as to achieve meaningful and tangible results.

The objective is to be achieved through training and arrangement of sustainable employment for candidate matching their aptitude and liking with the market requirement in sectors decided by training providers through PPP model. For each sector, there can be more than one Project Implementing Agency. The sector would be chosen by the Project Implementing Agency. The partner shall set up, operate, manage and maintain the whole set-up of training provision on build, own and operate basis.

The target group of the “GMDC Odisha Samarthya Employment Oriented Residential Skill Training Programs” shall be the youth from the areas nearby to GMDC’s two upcoming Project Locations in Odisha which are suffering from the educational backwardness and social disadvantages such as unemployment, exploitation, anxiety and health disorders etc. The Project shall cater the need of providing vocational skills to the target group to develop and refine their skills as well as engage them in productive activities to earn their livelihood.

Under the Project, it is proposed to provide skill training to the candidate aged between 18-35 years in various sectors. In each of the sectors, proposals are invited from the qualified agencies for providing training to 1,000 youth over a period of three years. Each Project Implementing Agency (PIA) may be allocated 300 to 350 candidates for training. The training would be residential with suitable boarding and lodging facilities in nature. Although the training period per working day would be decided by the PIA, the method to be adopted for training i.e. class room/ practical / on-the-job would be decided by the PIA. All physical facilities as well as Trainers/ Knowledge Experts necessary to provide the training will be arranged by the PIA. The PIA shall also ensure employment of the trained youth and ensure the handholding and retention of the students for minimum 1 year. The PIA shall be paid training fees per candidate who has been trained and has been employed for a period of one year.

### ARTICLE – 2: BENEFICIARY DETAILS AND TRAINEE SELECTION

Trainees will be selected from the youth based on predetermined criteria (to be defined by the Agency) while giving preference to women. Participation of female candidate in a batch is encouraged.

For trainee selection, it can follow any selection procedure like short-listing trainees from a long list, organizing road shows, interviews or opting for a short course to assess the aptitude of trainees. However, the selection procedure will have to be mentioned in detail in the technical proposal.

The trainees of this Project will be candidate (both male and female) in the age group of 18-35 years eligible for training. The youth shall be selected by the Project Implementing Agency from GMDC’s project locations (Baitarani (West) Block in Chhendipada Tehsil of Angul District) and



(Burapahar Block in Hemagiri Tehsil of Sundargarh District) of Odisha and also area in the vicinity after covering the youth from these villages. Detailed list of villages shall be provided to the PIAs upon selection.

### ARTICLE - 3: SERVICES TO BE PROVIDED (SCOPE OF WORK)

- a) After the selection of the trainees as per Article 2 of Chapter 3: Terms of Reference, the Bidder may propose any of the training Programs in the sectors mentioned in the Table 2 of the tender document in which they have intrinsic strength and can ensure fulfillment of the service delivery criteria. Some of the major job roles against each sector is also mentioned in the Table 2. Agency should give priority to the following sectors and job roles.
- b) However, agency needs to carry out a dipstick study to understand the skill requirements (courses to be offered) in sync with the industry demand (job skills required). In short, Project Implementing Agency need to develop detailed course modules after identification of gaps (skill sets) as per the industry demand. For gap identification, agency will be required to conduct survey before finalizing the course module. The study needs to highlight the industry perspective as well and the job requirements.

**TABLE 2: MAJOR SECTORS**

#	Sector	Some of the major job roles
1	Capital Goods	Operator- Conventional Turning, CNC Operator Turning, Fitter Fabrication, Fitter Mechanical Assembly, Fitter – Electrical and Electronic Assembly, Draughtsman – Mechanical, CNC Programmer, Fitter Mechanical etc.
2	Construction	Helper Mason, Assistant Mason, Helper Electrician, Assistant Electrician, Foreman – Electrician works, Assistant Surveyor etc.
3	Healthcare	General Duty Assistant (GDA)
4	Indian Iron and Steel	Utility hand, Manual Packaging & Marking Operations, EOT/ Overhead crane operator, Bearing Maintenance, Iron & Steel – Machinist, Plasma Cutter, Fitter: Electronic Assembly etc.
5	Infrastructure Equipment	Backhoe Loader Operator, Junior Backhoe Operator, Compactor Operator, Concrete Pump Operator, Hydra Crane Operator, Tyre Mounted Crane Operator etc.
6	Mining	Mazdoor / Helper, Rig Mounted Drill Operator, Mining - Wire saw Operator, Mining - Bulldozer Operator, Mining - Loader Operator, Mining - Mechanic / Fitter, Dewatering Pump Operator, Gas Detector, Haulage Operator, Compressor Operator, Mine Electrician, Roof Bolter, SAMPLER etc.
7	Power	Industrial Electrician, Assistant Technician, Electrician Domestic Solutions, Junior Engineer- Power Distribution, Technical Helper- Distribution, EV Charging Station-Technician Operation & Maintenance

8	Automotive	Automotive Forging Technician, Automotive Machining Assistant, Automotive Machining Operator, Automotive Electrician, Automotive Service Supervisor
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- c) In addition to the formal training, the Project Implementing Agency is also expected to impart soft skills like knowledge of spoken & written English language, personality development, motivation, short term apprenticeship with industry or potential employment provider, preparing trainees to face interviews, preparation of project proposals for those trainees who opt for self-employment, tie up bank credit under existing self-employment Programs and follow up of every trainee for 12 months after completion of training course.
- d) Training Course should be provided in each sector for overall personality development of candidate to enable them to work in urban areas like any other urban candidate. The modules may include soft skills like knowledge of spoken & written English language, personality development, motivation, Computer literacy, etc. If required, a special course for women trainees can also be implemented in order to ensure participation of women candidates.
- e) The course curriculum, Training module design, the requisite facilities required to impart training, placement assistance should be as per the guideline stipulated in "concerned Sector Skill Council".
- f) It is the responsibility of the Project Implementing Agency to identify, sensitize, mobilize, and train the candidates. GMDC-GVT has no responsibility to identify or mobilize students / candidate for the training program.
- g) All training modules have to be residential (with suitable boarding & lodging facilities) Training of 6-8 hours of working per day is essential for residential training Programs.
- h) It is the responsibility of the Project Implementing Agency to ensure that the teaching staff is capable of teaching in local language or in Odia or in English/Hindi as per the requirement of the module mentioned in the agreement. Project Implementing Agency should also ensure rotation of subjects during weekdays as per the course module design. Participation of female candidate in the batch is encouraged.
- i) The Agency will provide training and accommodation to candidates in permanent infrastructure set up owned by them or in rented premises for residential training. If the premises are rented then the Rent Agreement should be executed for a period of 3 years and copy of MoU/ Agreement/ lease deed with owner should be submitted. The specifications for the area requirement for class rooms and other facilities like hostel, etc. should be as per the minimum area requirements.
- j) All physical facilities like classroom, hostel for trainee stay (residential facility), equipment/instrument, etc. will be provided by Project Implementing Agency. These facilities must be as per or better than the industry standards.
- k) Project Implementing Agency will have to install Geo-Tagged attendance system linked to MIS of GMDC-GVT for keeping track of the candidates attending the Program.
- l) Data entry in MIS need to be carried out for the verification of details of Agency,

infrastructure set up, attendance, duration, batch status, course compilation, placement status, handholding status, etc.

- m) Training curriculum/content, methodology and training plan (both theory and practical) to be as per a recognized syllabus or a syllabus acceptable to the industry. It would have got approved by a technical committee constituted by GMDC-GVT before deployment. Standard training modules should be prepared in Odia/ Hindi/ English.
- n) The qualifications and experience of trainers/knowledge experts should be mentioned clearly in the technical proposal along with their bio data and cannot be changed without written approval of GMDC-GVT. The staff should be permanent with minimum qualification needed for the training Program proposed.
- o) Agency will have to submit MIS entry report with Monthly Progress Report duly certified for further payments to GMDC-GVT.
- p) Minimum attendance of candidates required per course/ Program will be 70%.
- q) The Project Implementing Agency will evaluate the training imbibed by the trainee and certify the same. A third party agency nominated by GMDC-GVT will check the evaluation process. In addition to it, the training agency will be required to submit comprehensive monthly progress report on individual trainees.
- r) The Project Implementing Agency should have any of the following Certification (Following certificates will be allowed) or should provide any of the following certification after completion of training of the candidate
  - 1) Sector Skill Councils (SSCs)
  - 2) NCVT
- s) A minimum of 70% of the successfully trained candidates from each batch shall be provided with placement/employment/ self-employment.
- t) As per the details given by the bidder, there will be a visit of GMDC-GVT team/ representative/ representative agency for the inspection and verification of the facilities and infrastructure set up of the bidder.
- u) The bidder shall quote based on his/ her cost of six months handholding, placements, retention and other costs of the candidates considering batch of 30 students.
- v) Project Implementing Agency will maintain the record of following:
  - No. of lectures
  - Duration of lectures
  - Attendance of lecturers
  - Attendance of students (biometric attendance of students is mandatory)
- w) The Project Implementing Agency will provide performance report of all training center on monthly basis in addition to quarterly and annual reports. Along with this, Project Implementing Agency will also provide Monthly Assessment Report of each student based on various evaluation parameters. Assessments (pre, mid and post) of a training batch must be carried out by the training agency.

- x) All the trainees need to be given certificates after successfully completion of training Program.
- y) Consortium and sub-contracting are not allowed. Implementing Agency will also provide Monthly Assessment Report of each student based on various evaluation parameters. Assessments (pre, mid and post) of a training batch must be carried out by the training agency.
- z) Consortium and sub-contracting are not allowed.

#### ARTICLE - 4: LOCATION

The Project Implementing Agency is free to offer training either in Project Location or in the Project Location Tehsil. (Hemagiri Tehsil of Sundargarh District; Chhendipada Tehsil of Angul District) If the sufficient facility is not available at the Tehsil level then the agency can setup centre at the Project location District of GMDC. However, trainees should be selected only from the list of villages/locations to be given to the Agency.

#### ARTICLE - 5: ADDITIONAL AS WELL AS NEW CENTRES AND FACILITY

In the course of the contract period, if requirement is felt for creation of additional centre and/or expansion of the existing facility, the agency would be bound to fulfill this requirement and would be paid separately for the same.

#### ARTICLE - 6: SERVICE PERFORMANCE REQUIREMENTS

The Training provider will have to adapt to the following service performance requirement:

- 1) Placement of the candidate should be in the same field in which candidate has attended and completed training. A minimum of 70% of the successfully trained candidates from each batch will be provided with placement/ employment/ self-employment
- 2) Each participating candidate should start earning a net income of ₹ 1,20,000/- per annum (₹ 10,000/- per month) in rural areas and ₹ 1,80,000/- per annum (₹ 15,000/- per month) in urban areas during the first year of employment. Agency needs to ensure the placement for first year of trainees post training Program and ensure retention through follow-ups and handholding support.
- 3) The candidate should be able to recover all the investments made on him/ her as part of the skill up gradation training (including cost of travel, boarding, lodging, infrastructure and investment by GMDC-GVT and other indirect expenses along with the actual cost of training) within 9 months of completion of training. Minimum 70% of the candidate trainees would have to show the above referred outcome.
- 4) Retention and handholding support to these trainees after completion of batch and placement shall be of 1 year.
- 5) The female participation in each batch is highly encouraged.

#### ARTICLE - 7: STANDBY COMPUTERS AND MANPOWER

The Training Provider will have to keep 5% of the total number of computers and other equipment and 10% of the total teaching staff as standby for ensuring uninterrupted training to the candidate.

## CHAPTER – 4: ANNEXURES

### ANNEXURE - 1: FINANCIAL BID FORMAT

*(To be filled for each Sector of Service to be provided online only)*

Tender Notice No. :

Tender Document No. :

#### Costing for Residential Training Program

Sr. No	Component	Sector Name	Course Name	Per Candidate Cost (A)	No. of students per batch (B)	Cost per Batch $C=A*B$	No. of Batches per year (D)	Total Cost per year $E=C*D$
1	Cost of Mobilization, Sector Specific Training (T-shirt, Material), Certification, Residential arrangement, Cost of arrangement of Employment (incl. of all taxes)				30			
2	Cost of Mobilization, Sector Specific Training (T-shirt, Material), Certification, Residential arrangement, Cost of arrangement of Employment (incl. of all taxes)				30			
3	Cost of Mobilization, Sector Specific Training (T-shirt, Material), Certification, Residential arrangement, Cost of arrangement of Employment (incl. of all taxes)				30			

4	Cost of Mobilization, Sector Specific Training (T-shirt, Material), Certification, Residential arrangement, Cost of arrangement of Employment (incl. of all taxes)				30			
5	Cost of Mobilization, Sector Specific Training (T-shirt, Material), Certification, Residential arrangement, Cost of arrangement of Employment (incl. of all taxes)				30			
6	Cost of Mobilization, Sector Specific Training (T-shirt, Material), Certification, Residential arrangement, Cost of arrangement of Employment (incl. of all taxes)				30			
7	Cost of Mobilization, Sector Specific Training (T-shirt, Material), Certification, Residential arrangement, Cost of arrangement of Employment (incl. of all taxes)				30			
8	Cost of Mobilization, Sector Specific Training (T-shirt, Material), Certification, Residential arrangement, Cost of arrangement of Employment (incl. of all taxes)				30			
Total Cost for providing Services as per the terms and conditions indicated in this Tender Document inclusive of all taxes (in figures)								



The rates indicated are all inclusive and are valid for the contract period. In the event of discrepancy in the financial quote between the words and the figures the financial quote indicated in words will be considered final.

Signature of the Bidder with Seal

## ANNEXURE – 2: PROFORMA OF GENERAL POWER OF ATTORNEY

**(To be signed and executed in non-judicial stamp paper of Rs. 10/=)**

### GENERAL POWER OF ATTORNEY

Be it known all to whom it concern that:

1. Sri/Smt. \_\_\_\_\_ S/O \_\_\_\_\_  
\_\_\_\_\_ Residing at \_\_\_\_\_
2. Sri/Smt. \_\_\_\_\_ S/O \_\_\_\_\_  
\_\_\_\_\_ Residing at \_\_\_\_\_
3. Sri/Smt. \_\_\_\_\_ S/O \_\_\_\_\_  
\_\_\_\_\_ Residing at \_\_\_\_\_

I/We all the Partners/Directors/Board members/ trustees/ Executive council members/ proprietors/ Leaders of M/S \_\_\_\_\_ having its registered office at \_\_\_\_\_ hereby appoint Sri \_\_\_\_\_ S/O \_\_\_\_\_ residing at \_\_\_\_\_ as my/our attorney to act my/our name and on behalf and sign and execute all Documents/ Agreements binding the firm for all contractual obligations (including reference of cases to arbitrators) arising out of contracts to be entered into by the company/ Corporation/ society/ trust/ firm with the Office of GMDC-GVT, Ahmedabad in connection with its tender No. \_\_\_\_\_  
Dated \_\_\_\_\_ For the supply of \_\_\_\_\_ due for opening on \_\_\_\_\_

In short, he is fully authorized to do all, each and everything requisite for the above purpose concerning M/s \_\_\_\_\_ and I/We hereby agree to confirm and ratify his all and every act of this or any documents executed by my/ our said Attorney within the scope of the authority hereby conferred on him including references of cases to arbitration and the same shall be binding on me/ us and my/ our company/ Corporation/ society/ trust/ firm as if the same were executed by me/ us individually or jointly.

Witness (with address)

Signature of the Partners/Directors/Board members/ trustees/ Executive council members/ proprietors/ Leaders

- 1.
- 2.
- 3.

ATTESTED

ACCEPTED

Signature: (Seal and Signature of Signatory of Tender offer of the company/ Corporation/ society/ trust/ firm)

### ANNEXURE – 3: FORMAT FOR PERFORMANCE GUARANTEE

(On Non-Judicial Stamp Paper)

To be stamped according to Stamp Act and to be in the name of the executing Bank

To,  
Gramya Vikas Trust (GVT)  
C/o Gujarat Mineral Development Corporation  
Khanij Bhawan, 132 Feet Ring Road,  
Near University Ground, Vastrapur,  
Ahmedabad-380052

In consideration of the GMDC-GVT, Ahmedabad having its registered office at Ahmedabad (hereinafter called the “GMDC-GVT” which expression shall unless repugnant to the subject or context include its administrators successors and assigns) having agreed under the terms and conditions of the Award Letter bearing No\_\_dated\_\_issued by the Gramya Vikas Trust (GVT), C/o Gujarat Mineral Development Corporation, Khanij Bhawan, 132 Feet Ring Road , Near University Ground, Vastrapur , Ahmedabad-380052, which has been unequivocally accepted by the Vendor (*refer NOTE below*) work of Selection of experienced skill training agencies for GMDC-Samarthya Employment Oriented Residential Skill training Programs under the “Project” for the Project Locations of GMDC across Gujarat and Odisha (hereinafter called the said Contract) to accept a Deed of Guarantee as herein provided for Rs.\_(Rupees\_only) from a Nationalized Bank, in lieu of the security deposit, to be made by the Vendor or in lieu of the deduction to be made from the Vendor’s bill, for the due fulfillment by the said Vendor of the terms and conditions contained in the same Contract. We the\_(hereinafter referred to be “the said Bank” and having our registered office at\_\_\_\_\_do hereby undertake and agree to indemnify and keep indemnified to the GMDC-GVT from time to time to the extent of Rs.\_(Rupees\_only) against any loss or damage, costs charges and expenses misused to or suffered by or that may be caused to or suffered by the GMDC-GVT by reason of any breach or breaches by the Vendor and to unconditionally pay the amount claimed by the GMDC-GVT on demand and without demand to the extent aforesaid. We,

\_\_\_\_\_Bank, further agree that the GMDC-GVT shall be the sole judge of and as to whether the said Vendor has committed any breach or breaches of any of the terms and conditions of the said Contract and the extent of loss, damage, costs, charges and expenses caused to or sufferedby or that may be caused to or suffered by the GMDC-GVT on account thereof and the decision of the GMDC-GVT that the said Vendor has committed such breach or breaches and as to the amount or amounts of loss, damage, costs charges and expenses caused to or suffered by or that may be caused to or suffered by the GMDC-GVT from time to time shall be final and binding on us.

We, the said Bank, further agree that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said contract and till all the dues of the GMDC-GVT under the said Contract or by virtue of any of the terms and conditions governing the said Contract have been fully paid and its claims satisfied or discharged and till the owner certifies that the terms and conditions of the said Contract have been fully and properly carried out by the Vendor and accordingly discharges this Guarantee subject, however, that the

GMDC-GVT shall have no claim under the Guarantee after 90 (Ninety) days from the date of expiry of the contract period.

The GMDC-GVT shall have the fullest liberty without affecting in any way the liability of the Bank under this Guarantee or indemnity, from time to time to vary any of the terms and conditions of the said contract or to extend time of performance by the said Vendor or to postpone for any time and from time to time any of the powers exercisable by it against the said Vendor and either to enforce or forbear from enforcing any of the terms and conditions governing the said contract or securities available to GMDC-GVT and the said Bank shall not be released from its liability under these presents by any exercise by the GMDC-GVT of the liberty with reference to the matters aforesaid or by reason of time being given to the said Vendor or any other forbearance, act or omission on the part of the GMDC-GVT or any indulgence by the GMDC-GVT to the said Vendor or any other matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so releasing the Bank from its such liability.

It shall not be necessary for the GMDC-GVT to take legal action against the Vendor before proceeding against the Bank and the Guarantee herein contained shall be enforceable against the Bank, notwithstanding any security which the GMDC-GVT may have obtained or obtain from the Vendor shall at the time when proceedings are taken against the Bank hereunder be outstanding or unrealized.

We, the said Bank, lastly undertake not to revoke this Guarantee during its currency except with the previous consent of the GMDC-GVT in writing and agree that any change in the Constitution of the said Vendor or the said Bank shall not discharge our liability hereunder. If any further extension of this Guarantee is required the same shall be extended to such required periods on receiving instructions from M/s. \_ on whose behalf this guarantee is issued.

In presence of

WITNESS

1. \_\_\_\_\_

2. \_\_\_\_\_

For and on behalf of (the bank)

Signature \_\_\_\_\_

Name & Designation \_\_\_\_\_

Authorization No.

Date and Place

Bank Seal

The above guarantee is accepted by the GMDC-GVT,

Ahmedabad NOTES

FOR PROPRIETARY CONCERNS

Shri \_\_\_\_\_ son of \_\_\_\_\_ resident of \_\_\_\_\_ carrying on business under the name and style of \_\_\_\_\_ at \_\_\_\_\_ (hereinafter called "The said Vendor" which expression shall unless the context requires otherwise include his heirs, executors, administrators and legal representatives).

FOR PARTNERSHIP CONCERNS

M/s.\_\_\_\_\_a partnership firm with its office\_\_\_\_\_(hereinafter called “the said Vendor” which expression shall unless the context requires otherwise include their heirs, executors, administrators and legal representatives); the name of their partners being

Shri\_\_\_\_\_S/o

Shri\_\_\_\_\_S/o

#### FOR COMPANIES

M/s.\_\_\_\_\_a company registered under the Companies Act 1956 and having its registered office in the State of\_\_\_\_\_(hereinafter called “the said Vendor” which expression shall unless the context requires otherwise include its administrators, successors and assigns).

#### FOR TRUST

M/s.\_\_\_\_\_a company registered under the Bombay Public Trust Act 1850 and having its registered office in the State of\_\_\_\_\_(hereinafter called “the said Vendor” which expression shall unless the context requires otherwise include its administrators, successors and assigns).

#### FOR SOCIETIES

M/s.\_\_\_\_\_a company registered under the Societies Registration Act, 1860 and having its registered office in the State of\_\_\_\_\_(hereinafter called “the said Vendor” which expression shall unless the context requires otherwise include its administrators, successors and assigns).

## ANNEXURE – 4: PROFILE OF BIDDER

Sr.	Particulars	Detail
1	Name of the Organization	
2	Nature of the Organization	
a	In case of Public/Pvt. Ltd company (Certified copy of Certificate of incorporation for companies& Memorandum and Articles of Associations)	
b	In case of Partnership Firm (Partnership deed)	
c	In case of Proprietorship (Registration certificate, Factory registration, DIC –industrial registration)	
d	In case of society (Certified copy of registration deed with objects of constitution of society)	
e	In case of Corporation (Authenticated copy of the parent statute)	
3	Address with Phone No. and Fax No.:	
4	Name and Contact details of the Authorized Person	
5	Any other details in support of your offer	
6	Certificate/ Recognition obtained for course	

Signature of the bidder with seal

## ANNEXURE – 5: CHECKLIST FOR FULFILLMENT OF ELIGIBILITY CRITERIA

Sr. No.	Eligibility Criteria	Documentary Evidence to be attached	Documentary Proof (Please Mention Annexure No. and Page No.)
1	The bidder should have minimum annual average turnover of ₹ 2.00 crore and positive net worth in the last three years ending 31 <sup>st</sup> March 2023.	Chartered Accountant Certificate indicating the required annual average turnover and positive net worth for the last three years (2020-21, 2021-22 & 2022-23) ending 31st March 2023.	
2	The bidder should have trained 1,500 persons till date of the tender.	Self-certified list of candidates who have completed training. Mentioning details as per Note-1 are to be provided for each candidate.	
3	The bidder should have at least 10 skill training centers existing in India (In at least three different states) or at least 20 skill training centers existing in Odisha as on date of the tender	Self-certified list of training centers of the bidder to be provided mentioning details as per Note-2.	
4	The bidder should have at least One centre existing/previously operational in Odisha as on date of the tender at least for one Year.	Self-certified list of training centers of the bidder to be provided mentioning details as per Note-3.	
<i>Note-1: List shall include name of candidate, Training Trade, Contact No., Location (State)</i>			
<i>Note-2: List shall include Centre Address, Contact Person name, Contact No., Trades operational at the Centre, Location (State), Scheme/Project Name under which centre is operational</i>			

Signature of the Bidder with seal



## ANNEXURE – 6: CHECKLIST FOR FULFILLMENT OF EVALUATION CRITERIA

Sr No	Particulars	Documents required	Documentary Proof (Please Mention Annexure No. and Page No.)
1	Details of Training Center infrastructure available across India	Self-certified list of training centers of the bidder to be provided. (Centre Name, Location, Courses Offered, Year (Operational since)	
2	Geographic Presence of Bidder	Self-certified list of training centers of the bidder to be provided. (Centre Name, Location, Courses Offered, Year (Operational since)	
3	Outcome of the training programs in terms of number of candidates placed after receiving training from the Bidder	Self-certified list of candidates who have completed training and placed. (Name, Contact No., Trade, Company, Year)	
4	Details of past clients till date of the tender	Self-certified list of clients along with the copy of work orders. (Program Name, Year, State)	
5	Details of trainers employed by the bidder across the centers	Self-certified list of trainers. (Name, Trade, Qualification, Experience years)	
6	Details of corporate tie up for offering placement to candidates	Self-certified list of corporate tie-ups along with the copy of corporate tie-ups. (Company Name, Tie-up since, Location)	

Signature of the Bidder with seal

## ANNEXURE – 7: FORMAT FOR PROJECT PROPOSAL

<b>A)</b>	<b>General</b>	
I	Name	
II	Office Address with phone/ fax No. & email address	
III	Name of Contact Person /s with Designation	
<b>B)</b>	<b>Details of Present Activities in Brief</b>	
I	Activity level and turnover for last 3 years	
II	Brief details of each activity	
<b>C)</b>	<b>Project Proposal (to be submitted separately for each training sector proposed)</b>	
I	Proposed sector and Course	
II	Proposed Geographical location of the training centre	
III	Relevance of the project proposal to present day skill demand	
<b>D)</b>	<b>Batch Details</b>	
I	Training period per batch	
II	Batch size(in terms of number of students per batch) (30 Candidates)	
III	Total No. of youth to be trained per Annum	
IV	Individual components of training – classroom, practical/ on the job, etc.	
<b>E)</b>	<b>Physical facilities required</b>	
I	Land area (only in case open land is required for provision of training)	
II	Built up area required	
III	Mode of provision of building	Rented/ Own existing/ own to be constructed/ any other
IV	List of equipment and tools with broad specifications, make and value	Mode of provision of equipment; rented/ own existing/ own to be purchased
V	List of consumables and consumption per batch	
VI	Boarding and lodging facilities for the proposed number of students in case of residential training Program proposed by the Project Implementing Agency	

<b>F)</b>	<b>Trainee Selection</b>	
I	Minimum qualification of beneficiaries/trainees	
II	Selection Procedure to be followed for trainee selection	
III	Name and number of Talukas/ villages to source the trainees	
<b>G)</b>	<b>Outcome and Risk Factors</b>	
I	Outcome indicators at various time Intervals Annually End of Contract Period	
II	Risk factors affecting the final outcome of the proposal need to be specified and adequately covered so that participating families are not forced to bear any hidden costs.	
<b>H)</b>	<b>Post Training Arrangements</b>	
I	Forward and backward linkages : Tie-ups with established training providers Tie-ups with employers of trainees.	
II	Arrangements for post-training handholding, monitoring and follow up.	
II	Sustainability of proposed project after the contract period	

I)	<b>Action Plan for Contract Period (Can be submitted in separate paper in Gantt Chart)</b>	

X---X---X