

Punjab Skill Development Mission  
SCO 149-152, Second Floor, Sector 17-C,  
Chandigarh

Tender for "Setting Up of Classrooms and Labs for Skill Training under PM VIKAS scheme in Punjab."

1. Purpose and Scope of work

Punjab Skill Development Mission (PSDM) proposes to engage agency (ies) for setting up of classrooms and skill training labs for designated job roles in the Training Centers in State of Punjab, as detailed in the Scope of Work at Annexure-A.

2. Documents to be submitted and the Eligibility criteria for selection of agencies

Agencies interested in setting up classrooms and skill training labs by providing equipment, as per the eligibility criteria outlined in Annexure-B, must submit their application along with the requisite documents. The detailed eligibility criteria for selection are provided in Annexures B, B1, C and D.

3. The agencies fulfilling criteria as per Annexure-B shall be eligible for financial bid opening process. The agency with lowest financial bid in the job role shall be selected as successful agency for that particular job role. This agency will set up classroom and lab equipment related to the job role in all the training centers where that job role is to be run as per Annexure-A. The financial bid format is at Annexure-E.

4. Application Submission Guidelines

The application shall be submitted on e-procurement portal <www.eproc.punjab.gov.in> in accordance with the following guidelines:

- a) Application shall be submitted in the format as per Annexure-C.
- b) The application shall be unconditional; otherwise it shall be rejected.
- c) All the information/details are to be supported by authentic documents duly certified by the applicant with stamp and signatures on each page. The page(s) without stamp and/or the signature shall not be counted towards fulfilment of eligibility criteria.
- d) Applications shall be submitted on e-procurement portal <www.eproc.punjab.gov.in>. Any other means of submission will not be accepted and will be summarily rejected.
- e) Tender Fee shall be Rs 1000/- which is non refundable.
- f) Processing Fees shall be Rs 10,000/- which is non refundable.
- g) EMD shall be Rs. 35,000/- which is refundable. The EMD of successful bidder shall be refunded after submission of Performance Bank Guarantee (PBG).
- h) The EMD will be forfeited on account of one or more of the following reasons: -
  - i. The bidder withdraws its bid during the validity period specified in the tender.
  - ii. If a bidder makes misleading or false representations in the forms, statements and attachments submitted in the bid documents.
  - iii. In case of a successful bidder, the said bidder fails to submit the Performance Bank Guarantee (PBG) within 07 days of issuance of the work order, a penalty of ₹1,000 per day



per job role shall be levied for the next 15 days. On the 16th day, the EMD will be forfeited, and the agency will be disqualified without further communication.

- i) Performance Bank Guarantee will be 10% of total project cost of the financial bid shall be submitted by the shortlisted agency within 07 days of issuance of work order.
- j) The Performance Bank Guarantee (PGB) shall remain valid for a period of 180 days beyond the expiry date of the project.
- k) PSDM shall forfeit the Performance Bank Guarantee (PGB) in the following cases:
  - i. Non-responsiveness, poor quality of classroom/lab setup or furnishing incorrect/incomplete information may also result in forfeiture of the Performance Bank Guarantee (PBG).
  - ii. If PSDM incur any loss due to the agency negligence in carrying out the project implementation as per work order.
  - iii. In case of delay in setting up of the classrooms and labs as detailed in scope of work at Annexure-A
- l) The Performance Bank Guarantee (PBG) shall be released in 03 month after completion of work.
- m) One bidder is allowed for only one bid. The bidder may apply for Multiple job roles.
- n) The selected agency should submit the details of office in Punjab along with Punjab GST Registration to this office within 30 days of allotment. The agency should raise bill from Punjab GST Registration only.
- o) Undertaking by the agency should be given that no equipment should be older than 3 years. If later on it is found then penalty on rent (Penalty per item- Rs. 1000/- per day) will be imposed upto 10 days. After that the Bank Guarantee will be forfeited.
- p) Bidding Schedule shall be as follows: -

Sl. No.	Activity	Date/Time : Duration
1.	Online Sale/Download date of Tender documents	From 06/02/2026, 01.00 PM <a href="https://eproc.punjab.gov.in/">https://eproc.punjab.gov.in/</a>
2.	Last Date of sending Pre-Bid queries via e-procurement portal	09/02/2026 up to 05.00 PM
3.	Pre-bid meeting	10/02/2026 date, time 11.00 AM at PSDM Head Office Chandigarh.
4.	Last Date/Time for submission/ uploading of offer/Bid	13/02/2026 up to 01.00 M ( <a href="https://eproc.punjab.gov.in/">https://eproc.punjab.gov.in/</a> )
5.	Application/ Proposal Opening Date and Time	13/02/2026 at 04.00 PM


Note: Bid validity will be till 31-03-2027

5. Corrigendum/ further directions, if any

Corrigendum/ Addendum/ further developments regarding this tender shall only be uploaded on portal [www.punjabrozgar.org.in](http://www.punjabrozgar.org.in) and [www.eproc.punjab.gov.in](http://www.eproc.punjab.gov.in), no further separate communication will be made regarding this.

6. Contact Person for Any Clarification:

Name: Mr. Rajesh Kumar, 7986032539





## Scope of Work

**Scope of work of Agency in Setting up of Classroom and Lab Infrastructure in Training Centers**

1. Selected agency (ies) shall be responsible for setting up of classrooms and lab infrastructure including partition at the center as per the job role and requirements of the centre within designated premises to enable both practical and theory-based skill training for youth of Punjab. The infrastructure should be strictly in accordance with the standards & list prescribed for the job role on SIDH, further link knowledge bank. List of training Premises along with Job Roles is as follows (The no. of centers detailed in the table below can be increased or decreased as per requirement of PSDM):

Name of Job Role	District	Name and address of the training Centres	QP Code	No. of Class Rooms (each class room should accommodate 30 candidates)	No. of Labs (each lab should accommodate 30 candidates)	Total duration for which the class room and lab set up is required (in months)*
Elderly Care Companion	Jalandhar	Multi Skill Development Centre	DWC/Q0802 Version-1.0 or above	1	1	8 months
	SBS Nagar	District Bureau of Employment & Enterprises		1	1	8 months
Geriatric Caregiver	Ludhiana	Multi Skill Development Centre, Girls Hostel	HSS/Q6002 Version-3.0	1	1	8 months
	Moga	Rural Skill Centre, Patto Hira Singh		1	1	8 months
Solar Panel Installation Technician	Fatehgarh Sahib	Rural Skill Centre, Khamano	ELE/Q5901 Version-3.0 or above	1	1	8 months
	Hoshiarpur	Multi Skill Development Centre		1	1	8 months
Walk Tour Facilitator	Amritsar	District Bureau of Employment & Enterprises	THC/Q4408 Version-1.0 or above	1	1	8 months
Ware House Associate	Ferozpur	District Bureau of Employment & Enterprises	LSC/Q0101 Version-2.0 or above	1	1	8 months
	Jalandhar	Multi Skill Development Centre		1	1	8 months
Basics of Leadership Development	Amritsar	Rural Skill Centre, Gehri Mandi	MEP/N5137 Version-1.0	1	1	2 months
	Hoshiarpur	Multi Skill Development Centre		1	1	2 months
	Sri Muktsar Sahib	Rural Skill Centre, Barkandi		1	1	2 months

\* This duration can be increased or decreased as per the decision of the authority i.e. PSDM.

2. The infrastructure of the lab as well as the classroom shall be as per Annexure A-1.

3. The shortlisted agency must complete the setup of classroom and lab infrastructure for the assigned job role (s) within 15 days from the date of issuance of the work order as per the specification mentioned in the scope of work and to the satisfaction of PSDM. In case of delay, penalties shall be imposed as per the following schedule:

Sr. No.	Delay in Duration (Number of Days beyond 15 days)	Penalty
1	16 days- 25 days	Rs. 2,000/- Per day Per centre
2	26 days- 35 days	Rs. 3,000/- Per day Per centre
3	36 days and above	Forfeiture of Performance Bank Guarantee (PBG) per centre and target will be withdraw and re-allocated to suitable agency.
10 days additional relaxation with penalty of Rs. 4000 per day per centre can be given by MD, PSDM.		

4. The shortlisted agency shall ensure the proper maintenance and functioning of all equipment, and any damage, loss or malfunction shall be promptly addressed by the shortlisted agency (ies) at its own cost. The agency shall be responsible for the timely replacement or repair of any equipment, tool, furniture or teaching aid that becomes non-functional, defective or suffers from wear and tear during the project duration. Such replacements or repairs must be carried out within 2 working days of identification or notification by PSDM or Training Centre authorities to ensure uninterrupted training delivery. The cost of replacement or repair shall be borne entirely by the agency. Failure to comply within the specified timeframe may lead to deductions, penalties, or forfeiture of PBG as deemed appropriate by PSDM. May lead to following penalties beyond 2 working days:

Sr. No.	Delay in Duration (Beyond 2 Working Days)	Penalty
1.	3rd to 5th Day	Atleast ₹500 per day per job role or as decided by authority
2.	6th to 10th Day	Atleast ₹1,000 per day per job role or as decided by authority
3.	On or beyond 10 Days	Atleast ₹1,500 per day per job role or as decided by authority

5. In case the training duration is extended due to non availability and non functioning of lab equipment and classroom, the rent of that extended duration of training shall not be paid by PSDM to the selected agency.
6. The infrastructure set up by the shortlisted agency shall be inspected by PSDM, SSC, Awarding Bodies, District Administration etc. before the start of the training as well as during the training program.

*[Handwritten signatures and initials]*

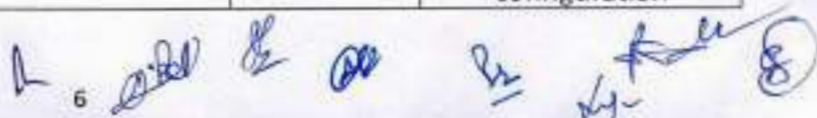


7. The shortlisted agency shall appoint a Single Point of Contact (SPOC) with thorough knowledge of the project.
8. PSDM reserves the right to blacklist the shortlisted bidder in case the performance bank guarantee is forfeited.
9. The rent will start only after receiving the verification report from the District Program Management Unit (DPMU) and/or accreditation by concerned SSC.
10. The rent will be paid to the agency as per duration period mentioned in point-1 above or till the extended or reduced timelines issued by PSDM.
11. PSDM will not be liable for the safety of the equipments. Agency will ensure the security, safekeeping and operationalisation of the equipments provided in each center throughout the period of project.

*[Handwritten signatures and initials in blue ink]*

1. The shortlisted agency will ensure the active internet connection suitable to capture AEBAS and availability of UIDAI approved AEBAS biometric device in each center for the entire project duration.
2. The shortlisted agency will ensure the installation of CCTV cameras set up in each centre.
3. List of aids for each centre is as below.

Classroom Aids			
Sr. No.	Equipment Name	Quantity	Specification
1	Student Chair with writing pad	30	
2	White Board, Marker & duster	1	
3	Teacher Table	1	
4	Teacher Chair	1	
5	Overhead Projector	1	
6	Projector Screen	1	
7	Dustbin	1	
8	Cameras HD video resolution 3MP or above	2	
9	Fan	4	1400 mm
10	LED Tubelight	4	Min. 20 watt
11	Partition for Classroom	As required	
12	Fire Extinguisher	1	
Lab Aids			
Sr. No.	Equipment Name	Quantity	Specification
1	Stool	30	
2	White Board, Marker & duster	1	
3	Teacher Table	1	
4	Teacher Chair	1	
5	Cameras HD video resolution 3MP or above	2	
6	Fan	4	1400 mm
7	Steel Almira with Lock (Full Size)	1	5 shelves
8	Exhaust Fan	2	230 mm
9	LED Tubelight	4	Min. 20 watt
10	Dustbin	1	
11	Partition for Lab	As required	
12	Fire Extinguisher	1	
13	Lab Tables	As required	
14	Rack	1	5 shelves
Reception Aids			
Sr. No.	Equipment Name	Quantity	Specification
1	AEBAS Biometric Device	1	
2	Cameras HD video resolution 3MP or above	2	
3	DVR/NVR support for supporting atleast 6 HD cameras with storage capacity	1	Atleast 4TB storage
4	CCTV Rack	1	
5	Fire Extinguisher	1	
6	Teacher Table	1	
7	Teacher Chair	1	
8	Fan	2	1200 mm
9	Electricity Meter	1	
10	Active Internet Connection	1	
11	Dustbin	1	
12	LED Tubelight	2	Min.20 watt
13	PC/Laptop	1	Min. Core i5 configuration

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14	Multi function Laser Printer	1	
15	Steel Almira with Lock (Full Size)	1	5 shelves
<b>Miscellaneous Items</b>			
<b>Sr. No.</b>	<b>Equipment Name</b>	<b>Quantity</b>	<b>Specification</b>
1	Bucket and Mug	3	
2	Water Camper	2	20 Litres
3	Glasses	12	
4	Broom	2	
5	Mop Cloth	As required	
6	Soap	As required	
7	Toilet Cleaner	As required	
8	Toilet Cleaning Brush	2	

4. Agency shall ensure that consumable items should be kept in stock in each center.

*[Handwritten signatures and initials]*



Eligibility criteria for the applicant to make bid application against this Tender and documents to be submitted are as follows:

A. Eligibility				
S. No.	Eligibility Criteria	Documents Required	Page Number of Bid Application	Remarks
1	The applicant must be a Company/ Partnership Firm/ Proprietorship Firm/ Public sector undertaking/ Public sector company/ Society/ Trust/ NGO/ Corporation/ Sector Skill Council  (Sole proprietorship and consortium shall not be eligible)	1. Certificate of Incorporation / Registration Certificate (Self-attested) 2. PAN No. 3. GST No		Eligible/not eligible
2	Establishment year on or before 01-04-2024	1. Certification of Incorporation		Eligible/not eligible
3	The applicant should have a minimum average annual turnover of INR 50 Lakhs from any business for financial years 2023-24 and 2024-25.	1. Audited balance sheets, IT return document & Audited P&L/Income statements for the stated years with UIDN number. 2. CA certificate duly signed mentioning the turnover from any business with UIDN number.		Eligible/not eligible
4	Experience:  1. The bidder should have prior experience of running skill training for its own centre in any job role for any duration in period from 01-04-2023 till the date of making application. The start of running skill training can also be prior to 01-04-2023.  Or 2. The bidder should have prior experience of setting up skill training centre in any job role for other agency/ Department/ SSDM/ PSU/ Industry / Banks/ Sector Skill Council in the period from 01-04-2023 till the date of making the application.	1. Following documents are to be provided: Accreditation certificate from SSC for skill training centre that should be valid for any period starting from 01-04-2023 to till date of making application.  Or 2. Following documents are to be provided: Client certificate showing the classroom and lab set up for any period starting from 01-04-2023 to till date of making application.		Eligible/not eligible
5	Completed, signed and stamped Annexure B, Annexure B-1, Annexure- C & Annexure D.	All eligibility criteria are to be fulfilled. Signed and stamped Annexure B, Annexure B-1, Annexure- C & Annexure D.		Eligible/not eligible
6	Signed and stamped copy of tender document	Each page of tender document to be signed and stamped by agency		Eligible/not eligible

**Important note:**

- The agency/agencies should be eligible in **all six** criteria mentioned above in order to be eligible to open the financial bid.
- The selected agency should submit the details of office in Punjab along with Punjab GST Registration to this office within 30 days of allotment. The agency should raise bill from Punjab GST Registration only.
- The payments will be made to the selected agency linked to Punjab GST only.



### Undertaking for Setting Up of Classroom and Lab for Skill Training in Training Centre in Punjab

I/We hereby undertake that the equipment required for setting up of classroom and lab infrastructure for skill training in Training Centre in Punjab shall be delivered, installed, and made fully operational within Fifteen (15) days from the date of issuance of the work order for the designated job role at the designated Training Centre(s) or space(s) provided by the Punjab Skill Development Mission.

I/We further undertake that:

1. The entire infrastructure, including equipment, furniture, and training aids, shall be installed, tested and made functional well before the last date of the set up as outlined in the tender.
2. Any delay in the delivery, installation, or operational readiness of the equipment shall attract penalties as outlined in the Tender.
3. I/We shall ensure that the training schedule is not disrupted due to non-availability, delay in setup, or malfunctioning of any equipment.
4. I/We accept full responsibility for the safe transportation, timely delivery, installation and operationalisation of all equipment and materials at the Training Centre.
5. I/We shall work in close coordination with PSDM and Training Centre authorities for inspection, verification, and all necessary facilitation to ensure timely and effective setup of the classroom and lab infrastructure.
6. I/we shall ensure that the replacement of equipment shall be done within the specific timeline.
7. I/We undertake that the electronic equipments shall not be older than 3 years from its date of purchase and complies with the ISI/BIS standards.

Name of the Agency-

Name of the Job Role-

Name of the Training Centre-

Name of the District-

Date:

Sign/Stamp

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## Bid Application Format

S. No.	Particulars	Details (to be filled by the bidder)
1	Name of Agency	
2	Name of the Authorized Signatory	
3	Office Address of applicant agency	
4	Authorized contact person details (Name, Designation, Telecom no., Email)	
5	PAN details and GST No of the Agency	
6	Eligibility (As per Annexure-B)	Whether eligible: (Yes/ No)  Whether signed and stamped Annexure-B, attached (Yes/No)
7	Undertaking	Whether signed and stamped Annexure-B1, attached (Yes/No) Whether signed and stamped Annexure-D, attached (Yes/No)

Date:

Sign/Stamp

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I/we hereby give our Bid application for Setting Up of Classroom and Lab for Skill Training of youth of Punjab under PM-VIKAS scheme and declare that:

1. I/We declare that the particulars furnished in the bid application are true to the best of my/our knowledge and belief, and any incorrect information furnished may lead to cancellation of my/our bid application and de-empanelment of agency.
2. I/We understand and accept that work to be given shall be at the discretion of PSDM as per requirement and PSDM has a right to reject our bid application after assigning reasons thereof.
3. If my/our bid application is considered favorably, I/we shall abide by all the terms & conditions stated herein as well as other terms & conditions prescribed by PSDM from time-to-time.
4. I/We understand that consideration and finalization of our bid application as such does not guarantee award of assignment by PSDM.
5. I/We understand that PSDM reserves the right to stop awarding future assignments without prior notice or assigning any reasons whatsoever.
6. I/We shall maintain secrecy of the business allotted by PSDM.
7. Under no circumstances, I/we shall use the name or logo of PSDM in my/our correspondence with other institutions.
8. If any wrong practice is detected, I/We hereby consent that PSDM may take steps as deemed fit.
9. I/We undertake to keep PSDM informed of any events or happenings which would make me/us ineligible for work with Punjab Skill Development Mission.
10. I/We have not concealed or suppressed any material information, facts and records and we have made a complete and full disclosure.
11. I/We shall strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988" or other relevant statutes.
12. I/We have not been convicted of any offence and/or sentenced to a term of imprisonment.
13. I/We have not been found guilty of misconduct in professional capacity.
14. I/We have not been convicted of an offence/ debarred by any agency/ organization.
15. I/We, at (Name of bidding firm), having its registered office (Office address), do hereby declare that the Applicant hasn't been blacklisted/debarred by any donor agency/State Government/ Central Government/Sector skill council/any other department of Government.

Date:

Place:

Signature of the Applicant  
/Stamp

(To be signed by the individual/authorized signatory of the firm/company)

The block contains several handwritten signatures in blue ink. There are also two circular stamps, one of which appears to be a government or official seal. The signatures are written in a cursive style.

Financial Bid	
<b>Bidder Details:</b>	
<b>Tender</b>	Tender for Setting Up of Classrooms and Labs for skill training under PM VIKAS scheme in Punjab
<b>Bidder Name</b>	

Financial Quote:		
Applied Job Role	Number of Centers	All inclusive Monthly cost in INR quoted by the bidder to set up of classroom and labs in <u>ALL</u> the training centres of the applied job role including all taxes (centre addresses as per Annexure A of the tender document).
Elderly Care Companion (DWC/Q0802) Version-1.0 or above	2	
Geriatric Caregiver (HSS/Q6002) Version-3.0	2	
Solar Panel Installation Technician (ELE/Q5901) Version-3.0 or above	2	
Walk Tour Facilitator (THC/Q4408) Version-1.0 or above	1	
Warehouse Associate (LSC/Q0101) Version-2.0 or above	2	
Basics of Leadership Development (MEP/NS137) Version- 1.0	3	

Bidder Stamp &amp; Sign