

Invitation for Expression of Interest (EoI)

Empanelment of Training Partners to conduct the Short-Term Skill Training for Beneficiaries of MPBOCW

Ref No: MPSSDEGB/PMKVY/2024-25/EoI/01



कौशलम
Directorate of Skill Development | Madhya Pradesh



MPSSDEGB
कौशल से रोजगार, समृद्धि अपार

Madhya Pradesh State Skill Development and Employment Generation Board

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1. Notice Inviting Expression of Interest

Department of Technical Education, Skill Development & Employment

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Madhya Pradesh State Skill Development & Employment Generation Board

Invitation for Expression of Interest (EOI)

EOI No: MPSSDEGB/PMKVY/2024-25/EOI/01 Date

Chief Executive Officer, Madhya Pradesh State Skill Development & Employment Generation Board, Dept. of Technical Education, Skill Development & Employment, GoMP, invites Expression of Interest (EOI) from reputed and experienced organizations for Empanelment of Training Partners to conduct the Short-Term Skill Training for Beneficiaries of MPBOCW.

Kindly note that the empanelment/selection of agencies under this EOI will not guarantee allocation of work and MPSSDEGB will assume no liability or cost towards it. MPSSDEGB makes no commitments, express or implied, that this process will result in a business transaction between anyone. The application procedure, eligibility criteria, evaluation methodology, terms and conditions and the scope of work are detailed in the EOI document which can be seen or downloaded from the "Portal <https://ssdm.mp.gov.in> and <http://www.mpskills.gov.in>. The EOI will be available to download from the above websites. The last date for submitting of proposal will be **05/11/2024** up to 15.00 Hrs. Proposal will be opened on or after **06/11/2024**. The Evaluation of proposals will be made as per criteria laid down in EOI. Please refer EOI document for complete details.

**Chief Executive Officer
MPSSDEGB**

Schedule of Activities

| Particulars | Details |
|---|---|
| Reference No | Ref No: MPSSDEGB/PMKVY/2024-25/EOI/01 |
| EOI Title | Empanelment of Training Partners to conduct the Short-Term Skill Training for Beneficiaries of MPBOCW |
| EOI Issued by | Madhya Pradesh State Skill Development and Employment Generation Board |
| Mode of Proposal Submission | Offline in Hard Copy along with all supporting self-attested documents |
| Last date of Proposal Submission | 05/11/2024 |
| Contact Person | Mrs. Purnima Das Ojha, Assistant Director |

2. Disclaimer

The information contained in this Expression of Interest (EOI) document or subsequently provided to Bidders, whether verbally or in documentary form or any other form by or on behalf of the Authority/Client or any of their employees or advisers, is provided to Bidder's on the terms and conditions set out in this EOI and such other terms and conditions subject to which such information is provided.

This EOI is not an agreement and is neither an offer nor invitation by the Authority/Client to the prospective Bidders or any other person.

The purpose of this EOI is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this call for proposal. This EOI may include information, which may reflect the assumptions arrived at by the Authority/Client in relation to the Programme implementation. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. The assumptions, assessments, statements and information contained in this EOI, may not be complete, accurate, adequate or correct. Each Bidder is therefore encouraged to conduct its own investigation and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this EOI and obtain independent advice from appropriate sources.

The Authority/Client accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein. The Authority/Client, its employees and advisers make no representation or warranty and shall have no liability to any person including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this EOI or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the EOI and any assessment, assumption, statement or information contained therein or deemed to form part of this EOI or arising in any way in this Selection Process. The Authority/Client also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Bidder upon the statements contained in this EOI. The Authority/Client may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this EOI.

The issue of this EOI does not imply that the Authority/Client is bound to select one or more Bidders or to appoint the Selected Bidders, as the case may be, for the implementation of the Programme and the Authority/Client reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.

3. Preface

3.1. Introduction of MPSSDEGB

Madhya Pradesh State Skill Development and Employment Generation Board (MPSSDEGB) is the nodal agency for Skill Development and Employment in the State. The Board is registered as a Society under the Indian Societies Act and aims at developing the State level agenda for skilling, implementing skill development programs and linking youth in the State with employment opportunities. The mission is chaired by the Hon'ble Chief Minister of Madhya Pradesh.

3.2. Objectives of MPSSDEGB

To establish and to carry out the administration and management of the "Madhya Pradesh State Skill Development and Employment Generation Board" (Earlier known as "Madhya Pradesh State Skill Development Mission" and "Madhya Pradesh Council for Vocational Education and Training"). To provide access to quality vocational education to the target group of citizens of the state to meet the challenges of skilled human resource required for various sectors of economy.

3.3. Functions of MPSSDEGB

1. To plan, execute, co-ordinate and monitor Skill Development Programs to prepare youth for self-employment and for various jobs available in public and private Industrial & Service Sectors.
2. To develop competency-based curriculum, and to train, assess and certify school dropouts, labor working in unorganized sectors, service sector and unskilled workers engaged in various industries.
3. To prepare need-based training program of different levels as per the requirement of various groups, industrial sectors, which have recognition at national & international level and to recognize programs for further education.
4. To frame policy & programs to link non-formal vocational training with the formal education system and to develop system of RPL.
5. To provide access to vocational education & training with inclusive growth for all the groups of the society eligible to receive skill training as defined by the society from time-to-time.
6. To award certificates, diplomas and other distinctions to trained manpower and set norms for quality and standards of vocational training system.
7. To forecast the needs of skilled manpower to cater to the needs of various stakeholders in the State on regular basis.
8. To institute and award scholarships, prizes and medals in accordance with the rules and bye-laws. (For further details, please visit our web-page ssdm.mp.gov.in)
9. To award certificates, diplomas and other distinctions to trained manpower and set norms for quality and standards of vocational training system.

10. To affiliate institutes as Vocational Training Service Providers on payment of prescribe fee.
11. To forecast the needs of skilled manpower to cater to the needs of various stakeholders in the State on regular basis.
12. To institute and award scholarships, prizes and medals in accordance with the rules and bye-laws. (For further details, please visit our web-page ssdm.mp.gov.in)

3.4. MP Building & Other Construction Workers Welfare Board

The MP Building & Other Construction Workers Welfare Board, also known as the Madhya Pradesh Building and Other Construction Workers Welfare Board, is a statutory body constituted under the Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996. Its primary objective is to safeguard the interests and welfare of building and construction workers in the state of Madhya Pradesh, India.

The board is responsible for implementing various welfare schemes and programs aimed at improving the living and working conditions of construction workers. These schemes often include provisions for financial assistance, healthcare benefits, educational support, and housing facilities for workers and their families.

Additionally, the board also oversees the registration of construction workers and ensures compliance with relevant labor laws and regulations within the construction industry. It plays a crucial role in promoting the welfare and rights of construction workers, who often work in hazardous conditions and face various challenges related to job security, health, and safety.

3.5. A Brief on objective of this EOI

MPSSDEGB through this EOI intend to empanel reputed Training Partner having prior experience of running training centers under central or state sponsored schemes like PMKVY, DDU-GKY, State Skill Development Missions etc.

The empaneled organizations will then be aligned with MPBOCW for which this specific EOI has been published. The MPSSDEGB will then allocate target in specific sectors and courses and execute Memorandum of Understanding (MoU) with such empaneled organizations.

The Training Partners would be responsible for candidates' mobilization, establishment of training centres, ToT certified trainers, conduct training, scheduling assessment & certification under the overall supervision of the MPSSDEGB and MPBOCW. The entire training cycle shall be managed as per the approved guideline/cost & process norms/SoP/Amendments/Circulars of MPSSDEGB and MPBOCW.

The MPSSDEGB and MPBOCW shall collaboratively monitor skill training performance as per the monitoring & evaluation framework. All the training shall be managed through a portal.

4. Project Introduction

The scope of skill development training for construction workers is broad and encompasses various aspects to enhance their capabilities and employability. Here are some key areas within the scope of such training:

1. **Technical Skills:** Training programs should focus on equipping construction workers with technical skills relevant to their specific trades, such as masonry, carpentry, plumbing, electrical work, welding, and heavy equipment operation. These skills are essential for performing tasks safely and efficiently on construction sites.
2. **Safety Training:** Construction sites pose numerous hazards, so safety training is crucial. Workers should be trained in recognizing and mitigating risks, operating machinery safely, using personal protective equipment (PPE), and adhering to safety regulations and protocols.
3. **Quality Assurance:** Training should emphasize the importance of maintaining high-quality standards in construction work. This includes teaching workers how to read blueprints, follow specifications, and execute tasks with precision to ensure the structural integrity and longevity of buildings and infrastructure.
4. **Soft Skills:** Effective communication, teamwork, problem-solving, and time management are essential soft skills for construction workers. Training in these areas can improve productivity, enhance workplace relationships, and contribute to overall project success.
5. **Green Building Practices:** With increasing emphasis on sustainability and environmental conservation, training programs may incorporate instruction on green building practices, energy efficiency, waste management, and renewable materials to align with evolving industry standards.
6. **Technology Integration:** Advancements in technology are transforming the construction industry. Training workers to use construction management software, Building Information Modeling (BIM), drones, and other digital tools can improve efficiency, accuracy, and collaboration on construction projects.
7. **Entrepreneurship and Business Skills:** Some training programs may include modules on entrepreneurship, financial literacy, and project management to empower workers to start their own construction businesses or advance into supervisory roles.
8. **Continuing Education:** Skill development is an ongoing process. Offering opportunities for continuing education and upskilling ensures that construction workers remain competitive in the job market and adaptable to changes in technology and industry trends.
9. **Inclusivity and Diversity:** Training programs should be inclusive and accessible to workers from diverse backgrounds, including women, minorities, and individuals with disabilities, to promote equality and diversity in the construction industry.

10. Community Development: Skill development training can have broader impacts on communities by creating employment opportunities, stimulating economic growth, and improving infrastructure and living standards.

Overall, the scope of skill development training for construction workers is comprehensive and multi-dimensional, aiming to equip them with the knowledge, skills, and attitudes necessary for success in their careers and contribute to the sustainable growth of the construction industry.

4.1. Target Beneficiaries

Registered Workers (age 18 to 45 years) holding valid registration under the Building and Other Construction Workers Welfare Board or dependent members of the family of a worker (age 16 to 45 years) holding valid registration under the Board.

4.2. Stakeholders involved



4.3. Selection of Beneficiaries & Scheme Workflow

As the complete e-KYC verified database of Construction Workers & their families are available on an e-Governance Portal <https://labour.mp.gov.in/> which is maintained by NIC, since the NIC also maintains the Skill Development Portal <https://www.mpskills.gov.in/> so that the API integration between both systems will help the selection of Genuine & verified beneficiaries. MPBOCW will provide the list of beneficiaries from the database. MPSSDEGB will facilitate a dedicated Module for the End-to-End Training Lifecycle on Skill Development Portal <https://www.mpskills.gov.in/>

4.4. Training Offered

Capacity building of 10000 Registered Workers (age 18 to 45 years) holding valid registration under the Building and Other Construction Workers Welfare Board or dependent members of the family of a worker (age 16 to 45 years) holding valid registration under the Board in following NSQF aligned Job Roles. Job Roles may be change/delete as per industry's demand.

| SN | Sector | Job Role | NSQF Level | QP Code | Duration |
|-----|-------------------|--|------------|-----------|----------|
| 1. | Construction | Construction Electrician - LV | 4 | CON/Q0603 | 450 |
| 2. | Construction | False Ceiling & DryWall Installer | 4 | CON/Q1107 | 450 |
| 3. | Construction | Bar Bender and Steel Fixer | 4 | CON/Q0203 | 450 |
| 4. | Construction | Fabricator | 4 | CON/Q1206 | 450 |
| 5. | Construction | Mason Tiling | 4 | CON/Q0104 | 450 |
| 6. | Plumbing | Plumber - General | 4 | PSC/Q0104 | 450 |
| 7. | Green Jobs | Solar PV Installer (Suryamitra) | 4 | SGJ/Q0101 | 450 |
| 8. | Beauty & Wellness | Assistant Beauty & Wellness Consultant | 3 | BWS/Q4001 | 300 |
| 9. | Management | Receptionist | 3 | MEP/Q0204 | 340 |
| 10. | Management | Office Operations Executive | 4 | MEP/Q0207 | 480 |
| 11. | IT-ITeS | Junior Software Developer | 4 | SSC/Q0508 | 450 |

4.5. Trainer

Either the Candidate who's certified as Training of Trainer (ToT) from respective SSCs or the candidates, who undertake Training of Trainers (ToT) under CITS and are awarded a NCIC certificate, are to be considered eligible for becoming a trainer in the Short-Term Training (STT) ecosystem. (Vide Letter No F. No. 2200310112019/NCVET/97, Dated: 26/12/2019 National Council for Vocational Education and Training, Ministry of Skill Development and Entrepreneurship, Government of India).

4.6. Certifications

After successful completion of training, the trainees undergo Assessment & Certification from MSDE/NCVET/MPSSDEGB recognized Assessment Agencies, Universities or Sector Skill Councils.

5. General

5.1. General Provisions

- i. The Training Partners (TPs) shall not receive any income in connection with the engagement except as provided for in the Agreement. The TPs shall not engage in training activities that are in conflict with the interest of the MPSSDEGB, MPBOCW/ Government of Madhya Pradesh under the Agreement.
- ii. The TPs shall not charge any amount or fees from the candidates for the training being conducted under the MPSSDEGB/department domain skilling Programme under any pretext except as permitted.
- iii. Neither the TPs nor any of their affiliates shall be engaged in any assignment that, by its nature, meaning or implication runs in conflict with the present assignment.
- iv. Relationship with Client's staff: TPs (including their personnel) that have a business or family relationship with such member(s) of the Client's staff or its advisors, who are directly or indirectly involved in any part of; (i) the preparation of the EOI document, (ii) the empanelment process, or (iii) monitoring and evaluation of such programme; may not be awarded the Agreement unless it is established to the complete satisfaction of MPSSDEGB, for the reason to be recorded in writing, that such relationship would not affect the aspects of fairness and transparency in the empanelment process and monitoring of TP's training.
- v. The TPs shall not try to influence the third-party assessment in any way whatsoever and shall duly inform the Client in advance in case an assigned assessor had a prior beneficial relationship with it.
- vi. By inviting proposals under this EOI, MPSSDEGB/MPBOCW does not give any guarantee/commitment expressed or implied for the number of candidates or targets that will be trained under this Program. However, MPSSDEGB/MPBOCW will make its best efforts to have the largest participation of targeted youth as envisioned by it.

5.2. Unfair Competitive Advantage

The Applicants or their Affiliates applying for empanelment should not derive any competitive advantage from having provided similar or related services to the Client earlier.

5.3. Corrupt and Fraudulent Practices

- i. The Applicants and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Empanelment Process. Notwithstanding anything to the contrary contained in this EOI, the Client shall reject a Proposal without being liable in any manner whatsoever to the Applicant, if it determines that the Applicant has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the "Prohibited Practices") in the Empanelment Process. In such an event, the Client shall, without prejudice to its any other rights or remedies, forfeit and appropriate the Earnest Money Deposit

as damages payable to the Client for, inter alia, time, cost and effort of the Client, in regard to the EOI, including consideration and evaluation of such Applicant's Proposal.

- ii. Without prejudice to the rights of the Client under Clause herein above, and the rights and remedies which the Client may have under the LOA or the Agreement, if an Applicant is found by the Client to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Empanelment Process, or after the issue of the Letter of Empanelment or the execution of the Agreement, such an Applicant shall not be eligible to participate in any tender or EOI issued by the Client during the assignment period from the date such Applicant is found by the Client to have directly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- iii. For the purposes of Clause 6.4.1 and 6.4.2, the following terms shall have the meaning hereinafter respectively assigned to them:
 - a. "corrupt practice" means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of any person connected with the Selection Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of the Client who is or has been associated in any manner, directly or indirectly with the Empanelment Process or the LOA or has dealt with matters concerning the Agreement or arising there from, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the Client, shall be deemed to constitute influencing the actions of a person connected with the election Process; or (ii) engaging in any manner whatsoever, whether during the Empanelment Process or after the issue of the LOA or after the execution of the Agreement, as the case may be, any person in respect of any matter relating to the Assignment or the LOA or the Agreement, who at any time has been or is a legal, financial or Technical Consultant/ Adviser of the Client in relation to any matter concerning the Project;
 - b. "fraudulent practice" means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the Empanelment Process;
 - c. "coercive practice" means impairing or harming or threatening to impair or harm, directly or indirectly, any persons or property to influence any person's participation or action in the Selection Process;
 - d. "undesirable practice" means (i) establishing contact with any person connected with or employed or engaged by the Client with the objective of canvassing, lobbying or in any manner influencing or attempting to

influence the Empanelment Process; or (ii) having a Conflict of Interest; and

- e. “Restrictive practice” means forming a cartel or arriving at any understanding or arrangement among Applicants with the objective of restricting or manipulating a full and fair competition in the Empanelment Process

5.4. Clause for Blacklisting of TPs

While the primary objective is to facilitate TPs in achievement of targets, but the TPs can default for Corrupt or Fraudulent Practices. First level of safeguard against such default by TP is continuous monitoring and consultative system which is already in place right till the district level. Notices shall be issued to the TPs regarding deficiencies detected at various stages. However, even after notice and reminder(s), if a TP does not take remedial measure; a major step may be taken which might lead to blacklisting of the TP.

5.5. Eligibility Criteria and Proposal Evaluation

| SN | Particulars | Proof Required |
|----|---|--|
| 1 | The Applicant Organization (AO) must be registered on or before 31.03.2020. Consortiums / Joint Ventures are not allowed. | Incorporation/Registration Certificate |
| 2 | Applicant Organization may be: <ul style="list-style-type: none"> Corporation, Board, Cooperative Societies, Autonomous Institution, PSU under Government of Madhya Pradesh or Government of India. Educational Institute: Affiliated/accredited by All India Council for Technical Education (AICTE) or Medical Council of India (MCI). Universities which are approved by University Grant Commission (UGC) having Head office in Madhya Pradesh. Sector Skill Councils/Awarding Bodies | <p>Proprietorship: Udyog Aadhaar / GST Registration / Registration under Shop & Establishment Act.</p> <p>Partnership: Registered Partnership Deed</p> <p>Trust: Trust Deed</p> <p>Society: Registration Certificate</p> <p>Public or Private Limited Company: Certificate of Incorporation</p> <p>Government or Private Educational Institution: Proof of registration.</p> |
| 3 | The Applicant Organization must have a minimum Average Annual Turnover of at least INR 2 Crore in the three financial years i.e. FY 2021-22, 22-23 & 23-24. | <p>Audited Balance Sheet & Profit & Loss / Income Expenditure Account</p> <p>And also Submit a CA Certificate stating the above figures with</p> |
| 4 | The Applicant Organization must have a positive net worth of at-least Rs. 25 Lakh as on 31.03.2024. | <p>Audited Balance Sheet</p> <p>And also Submit a CA Certificate stating the above figures with UDIN</p> |
| 5 | The Applicant Organization must have provided Skill Training to at least 1000 candidates on a consolidated basis during the last three financial years i.e., FY 2021-22, 22-23 & 23-24. | <p>Completion/Compliance report issued by a State/Central Government entity</p> <p>And also Submit a CA Certificate stating the above figures with UDIN</p> |
| 6 | The Applicant Organization must have to mandatorily submit Notarized Affidavit that it has not been blacklisted / debarred by any Central/ State Govt. or their undertakings. | Affidavit |

5.6. Technical Evaluation Criteria and Score

The technical evaluation by MPSSDEGB shall involve document based evaluation of the Technical Capability. Final score will be assigned to the applicants after assessing all the parameters. Marking criteria for document based evaluation will include the following parameters and will be evaluated based on credentials submitted online by the applicant.

| SN | Evaluation Criteria | Max. Marks |
|--------------|---|------------|
| A. | Age of Applicant Organization <i>*Based on Certificate of Registration/ incorporation.</i> | 20 |
| | 3 – 5 years | 10 |
| | 6 –10 years | 15 |
| | More than 10 years | 20 |
| B. | Average Annual Turnover during the last THREE financial years. <i>*Based on CA certified Turnover Certificate.</i> | 20 |
| | Min. 2 crore to less than 3 crore | 10 |
| | 3 to less than 5 crores | 15 |
| | More than 5 crores | 20 |
| C. | Net worth as on 31/03/2024 <i>*Based on CA certified Turnover Certificate.</i> | 20 |
| | Net-worth more than or equals to 25 Lac and less than 50 Lac | 10 |
| | Net-worth more than or equals to 50 Lac and less than 75 Lac | 15 |
| | Net-worth more than 75 Lac | 20 |
| D. | No. of candidates trained and certified in last THREE financial years through STT or any other short term training program conducted by any State/Central Government Department. <i>*Based on Completion/Compliance report issued by a State/Central Government entity.</i> | 40 |
| | Min 1000 to less than 2000 candidates | 15 |
| | 2000 – less than 5000 | 25 |
| | More than 5000 | 40 |
| Total | | 100 |

6. Empanelment of the TPs

6.1. Submission of Performance Guarantee

Within 10 days of issuance of Letter of Intent (LoI) the Applicant has to submit a Performance Guarantee of an amount equal to 5% of the total allocated target cost in form of a Bank Guarantee (BG) or Fixed Deposit Receipt (FDR) of a scheduled Commercial Bank drawn in favor of CEO, MPSSDEGB valid for 24 months. The same will be get verified by issuing bank by MPSSDEGB, before signing of MoU.

The empaneled TPs are then expected to commence the work within ten days of signing of the MoU. Commencement of work shall mean:

- Mobilization of manpower for setting up training centres in the districts in which the Private Training Provider has been empaneled.
- Submission of mobilization plan for the districts for which the Training Provider has been empaneled.
- Simultaneous on boarding of center(s) on portal and batch commencement at the earliest

The said Performance Guarantee shall be released after 6 months of satisfactory completion/execution of the training and expiration of the MoU for which Training Provider is empaneled. The performance guarantee may get forfeited in any of the following case:

- Any fraudulent practices by the empaneled training partner.
- Violation of conditions agreed as per the agreement signed between the department and Training Provider or other applicable norms of MPSSDEGB.
- Any financial irregularities that have affected the project.

6.2. Scope of Work

The scope of work to be undertaken by the empaneled training providers would be as below:

- Mobilization, Pre-Counseling and Registration of eligible candidates
- Awareness creation in the districts in which it has been empaneled.
- Candidate Pre-Counseling: Counseling of training seekers both one on one and through psychometric test are mandatory.
- Counseling the candidates and their parents on the available job opportunities / training locations and set their expectations on jobs, relocation requirements and compensation.
- TPs shall collect copies of all the relevant documents at the time of enrolment and match them with the originals.

6.3. Training

- The TPs will be allowed to operate the centers within the state of Madhya Pradesh and as per assigned district and block for a period of the Agreement duration.
- The TPs would need to install latest GPS enabled biometric attendance devices (as prescribed by MPSSDEGB) to capture the Aadhar Enabled Biometric Attendance of trainers and trainees.
- Ensure adequate coverage of the topics specific to the requirements of the module as assessments would be based on NOSs/Qualification Packs of course of respective SSCs.
- The guidelines with respect to OJT shall be followed as prescribed for the respective course. (whenever applicable)
- The guidelines with respect to residential training, if any, shall have to be follow by the TPs at all times during the training period.
- Some of the other facilities to be ensured at the training center (but not limited to) are as under:
 - ✓ Separate washroom for boys and girls
 - ✓ CCTV Monitoring
 - ✓ Equipment & furniture as per specifications to be provided by MPSSDEGB
 - ✓ Power Backup, Water Purifier
 - ✓ LCD / Over Head Projector, if required.
 - ✓ Domain Labs, IT Labs, requisite classrooms, Internet facility

7. Key Terms of Empanelment

7.1. Scheme Specific Guidelines:

- The TPs would need to follow scheme specific guidelines while implementing the skill development programme. In case there are no specific guidelines for a scheme, then MPSSDEGB guidelines shall be adhered to.
- The TP shall open all the targeted centers basis on the timeline given by the department from the date of empanelment such that training is started in 100% of the targeted centres.

7.2. Infrastructure and faculty requirements

- The TP would be expected to adhere to the Training Centre Specifications as laid out by MPSSDEGB.
- A trainer-trainee ratio of 1:40 shall be maintained at the training center.
- Trainers shall adhere to respective SSC qualifications & guidelines.
- Trainers should be ToT (Training of Trainers) certified by the concerned SSCs or CITS certified in concerned discipline.

7.3. Process and Cost Norms

- Target Beneficiary Minimum Qualification: It will be as per the scheme guidelines or as per course QP requirement. (Note: Relaxation in minimum educational qualifications for some severely disadvantaged groups or some specific target groups / specific programs, may be done as and when deemed required by MPSSDEGB or as directed by the State Government.)
- Courses Available: QP-NOS/ Any other course approved by MPSSDEGB. Course list shall be decided by MPSSDEGB in consultation with the Departments, and shall be revised from time to time by SSC/NCVET.
- Training Duration: As per the durations specified in the current course offering list.
- Social Inclusion Mandates: The Departments / MPSSDEGB would be required to set the category wise percentages as per their Departments / Directorates / schemes mandates. For the Departments / MPSSDEGB that cater to multiple strata of beneficiaries, the following categories need to be focused in the annual physical targets: Women, PwD, SC/ST and Minority.

7.4. Assessment & Certification

After successful completion of training, the trainees undergo Assessment & Certification from MSDE/NCVET/MPSSDEGB recognized Assessment Agencies, Universities or Sector Skill Councils.

7.5. Release of Funds

- Tranche 1: 30% On commencement of training
- Tranche 2: 30% On batch achieving 70% AEBAS attendance once and 50 % of the training is over.
- Tranche 3: 40% On Certification (passed candidates only, in case of failed candidates the amount will be adjusted from total cost)

7.6. Training Calendar

Any training batch will be able to start on 1st of the Month or 15th of the month or as per the scheme specific / MPSSDEGB guidelines. In case any of these dates is a holiday the common batch starting date applicable will be the next working day.

7.7. Batch Size

- Min 20 candidates per batch – Max 40 candidates per batch.
- The minimum and maximum batch (group) size may be revised by MPSSDEGB in future if required either generally or particularly.
- For any specific category of beneficiaries, exemption may be given by MPSSDEGB.

7.8. Payout

| SN | Particulars | Rate | Payout to |
|----|---|---|--------------------------|
| 1 | Base Training Cost | ₹ 27.89/Hr/Candidate Subject to revision of Common Cost Norms (CCN) | TP |
| 2 | Uniform, Induction Kit, Participant Handbook | ₹ 500/Candidate | TP |
| 3 | Assessment & Certification | ₹ 600/Candidate | Assessment Agency |
| 4 | Daily allowance for lunch and tea during the training day | ₹ 100/Candidate/Day | DBT to Trainee's Account |

7.9. Period of the Agreement

One year from the date of signing of contract. This may further be extended for another one-year subject to yearly center renewal and agreement renewal. The extension will be based on satisfactory performance and /project requirement and based on the sole discretion of the respective line Department.

7.10. Performance Review

The first Performance Review may be scheduled TWO months from the date of signing of the agreement (or as deemed fit by the department). This review shall be done so as to ascertain the performance of the TP and also to allocate targets for the next Financial Year (In case, the TP does not face de-empanelment due to non- performance)

7.11. Imposition of Penalty

If a Training Provider is not able to complete the targets in terms of candidates trained and placed, following matrix would be used by MPSSDEGB for considering percentage of amount of forfeiture of PG submitted by TP. The percentage mentioned below is in terms of the total training cost which would be recovered from the Performance Guarantee submitted by the TP. The matrix below shows the different penalty rates for a Training Provider:

| Training Target Achievement (Assessed) | Penalty % |
|--|-----------|
| Less than 20% | 5% |
| 21%-40% | 4% |
| 41%-60% | 2% |
| 61%-80% | 1% |
| More than 80% | 0% |

8. Registered Members & their families to MPBOCW

| SN | District | Regd. Member | Family Member | Total |
|--------------|--------------|----------------|----------------|----------------|
| 1. | AGAR MALWA | 7616 | 22664 | 30280 |
| 2. | ALIRAJPUR | 8018 | 46008 | 54026 |
| 3. | ANUPPUR | 6153 | 27394 | 33547 |
| 4. | ASHOKNAGAR | 7704 | 23702 | 31406 |
| 5. | BALAGHAT | 33526 | 119008 | 152534 |
| 6. | BARWANI | 5949 | 24345 | 30294 |
| 7. | BETUL | 14911 | 68875 | 83786 |
| 8. | BHIND | 55878 | 227172 | 283050 |
| 9. | BHOPAL | 33540 | 121281 | 154821 |
| 10. | BURHANPUR | 7111 | 33915 | 41026 |
| 11. | CHHATARPUR | 26343 | 102848 | 129191 |
| 12. | CHHINDWARA | 15475 | 63547 | 79022 |
| 13. | DAMOH | 20527 | 63829 | 84356 |
| 14. | DATIA | 14728 | 53322 | 68050 |
| 15. | DEWAS | 14824 | 53405 | 68229 |
| 16. | DHAR | 16308 | 65784 | 82092 |
| 17. | DINDORI | 6982 | 37123 | 44105 |
| 18. | GUNA | 33299 | 109324 | 142623 |
| 19. | GWALIOR | 51028 | 188376 | 239404 |
| 20. | HARDA | 4739 | 19649 | 24388 |
| 21. | INDORE | 25604 | 80169 | 105773 |
| 22. | JABALPUR | 46277 | 167851 | 214128 |
| 23. | JHABUA | 56548 | 137288 | 193836 |
| 24. | KATNI | 18864 | 67600 | 86464 |
| 25. | KHANDWA | 6730 | 28846 | 35576 |
| 26. | KHARGONE | 10095 | 41434 | 51529 |
| 27. | MAIHAR | 7802 | 33226 | 41028 |
| 28. | MANDLA | 13480 | 58646 | 72126 |
| 29. | MANDSAUR | 24551 | 90275 | 114826 |
| 30. | MAUGANJ | 13742 | 56114 | 69856 |
| 31. | MORENA | 36174 | 149824 | 185998 |
| 32. | NARMADAPURAM | 9140 | 36791 | 45931 |
| 33. | NARSINGHPUR | 11352 | 50689 | 62041 |
| 34. | NEEMUCH | 26368 | 97641 | 124009 |
| 35. | NIWARI | 16157 | 73091 | 89248 |
| 36. | PANDHURNA | 1698 | 10110 | 11808 |
| 37. | PANNA | 5424 | 31067 | 36491 |
| 38. | RAISEN | 17390 | 59167 | 76557 |
| 39. | RAJGARH | 32011 | 94933 | 126944 |
| 40. | RATLAM | 31167 | 127043 | 158210 |
| 41. | REWA | 21559 | 89070 | 110629 |
| 42. | SAGAR | 39535 | 158112 | 197647 |
| 43. | SATNA | 9962 | 38493 | 48455 |
| 44. | SEHORE | 12747 | 43817 | 56564 |
| 45. | SEONI | 16190 | 47981 | 64171 |
| 46. | SHAHDOL | 8189 | 39689 | 47878 |
| 47. | SHAJAPUR | 14371 | 51032 | 65403 |
| 48. | SHEOPUR | 3870 | 13798 | 17668 |
| 49. | SHIVPURI | 27864 | 81546 | 109410 |
| 50. | SIDHI | 38989 | 107945 | 146934 |
| 51. | SINGROULI | 66112 | 214655 | 280767 |
| 52. | TIKAMGARH | 32309 | 116356 | 148665 |
| 53. | UJJAIN | 14828 | 53094 | 67922 |
| 54. | UMARIA | 10040 | 52995 | 63035 |
| 55. | VIDISHA | 31838 | 126127 | 157965 |
| Total | | 1143636 | 4198086 | 5341722 |

Age group 15 – 45 years registered with MPBOCW

9. Annexures

9.1. Format of Covering Letter

Ref No:

Date:

To,

Chief Executive Officer,
MADHYA PRADESH STATE SKILL DEVELOPMENT AND EMPLOYMENT GENERATION BOARD
Gas Rahat ITI Campus Raisen Road Govindpura Bhopal – 462023

Sub: Response to EOI No. Ref No: MPSSDEGB/2024-25/EOI/02 for Empanelment of Training Partners to conduct the Short-Term Skill Training for Beneficiaries of MPBOCW

Dear Sir,

This is in response to the EOI issued by the Madhya Pradesh State Skill Development and Employment Generation Board (Ref No.....) dated; we (Name of the Bidder) are keen to get selected for the project and hereby express our interest.

We hereby confirm that:

1. We have examined in detail and have understood the terms and conditions stipulated in this EOI and in any subsequent communication sent by MPSSDEGB. We agree and undertake to abide by all these terms and conditions. Our proposal is consistent with all the requirements of submission as stated in the EOI or in any of the subsequent communications from MPSSDEGB.
2. The information submitted in our response document is complete and correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our document. We acknowledge that MPSSDEGB will be relying on the information provided in our documents accompanying and we certify that all information provided in the application is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying are true copies of their respective originals.
3. We acknowledge the right of MPSSDEGB to reject our proposal without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
4. We declare that we satisfy all legal requirements laid down in the EOI.
5. This proposal is unconditional, and we hereby undertake to abide by the terms and conditions of the EOI.
6. We understand that any work sanctioned in pursuance to the bidding process detailed in this proposal shall be on the terms and conditions specified in the Letter of Award / Work Order / Agreement pertaining to such work, which shall be thoroughly reviewed and accepted by us before undertaking such work.
7. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

For and on behalf of:

| | |
|---|--------------|
| Signature & Seal of Agency | |
| Name | |
| Designation | |
| Date | Place |

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

9.2. Proposal Submission Template

| Particulars | Details |
|--|---------|
| Name of Organization | |
| Registered Address | |
| State | |
| Authorized Person Name | |
| Authorized Person Mobile No | |
| Landline No | |
| Email | |
| Website | |
| Legal Status (Company, Proprietorship, Partnership, Society, Trust, LLP) | |
| Incorporation Date | |
| Registering Authority | |
| PAN | |
| GSTIN | |
| Turnover 2023 – 24 | |
| Turnover 2022 – 23 | |
| Turnover 2021 – 22 | |
| Average Turnover | |
| Net worth on 31/03/2024 | |
| No. of candidates trained and certified in last THREE financial years through STT or any other short term training program conducted by any State/Central Government Department. | |
| NSDC Partner | |

For and on behalf of:

| | | | |
|----------------------------|--|-------|--|
| Signature & Seal of Agency | | | |
| Name | | | |
| Designation | | | |
| Date | | Place | |

9.3. Chartered Account Certificate

(To be fill in prescribed format only duly certified by Chartered Accountant on CA's Letterhead)

This is to certify the below details for the _____ (Company Name):

Turnover Details:

| SN | Financial Year | Turnover (INR) |
|---------|----------------|----------------|
| 1 | 2023 – 24 | In Figure |
| | | In words |
| 2 | 2022 – 23 | In Figure |
| | | In words |
| 3 | 2021 – 22 | In Figure |
| | | In words |
| Average | | In Figure |
| | | In words |

Net worth as on 31.03.2024:

| | |
|-----------|--|
| In Figure | |
| In words | |

Training Records

As per the records of training made available by the client from the portals of various government organizations, we hereby certify the same and the yearly summation are as below:

| SN | Financial Year | Training Figure |
|-------|----------------|-----------------|
| 1 | 2023 – 24 | |
| 2 | 2022 – 23 | |
| 3 | 2021 – 22 | |
| Total | | |

| | | | |
|---------------------|--|-------|--|
| Signature & Seal CA | | | |
| Name of CA | | | |
| Partnership No. | | | |
| Firm Name | | | |
| UDIN | | | |
| Date | | Place | |

9.4. Candidates trained and certified through STT

| SN | Name of PIA | Name of Training Programme | Work Order No. | Work Order Date | Target allotted by (Name of Govt Department) | Dept. Type | State of Work | Place of Work | Financial Year | Compliance Certificate No. | Compliance Certificate Issue Date | Allotted Target | No. of Certified Candidates |
|----|-------------|----------------------------|----------------|-----------------|--|------------|---------------|---------------|----------------|----------------------------|-----------------------------------|-----------------|-----------------------------|
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

9.5. Self-Declaration of Non-Blacklisted/Bankrupted /Debarred Organization

(To be submit in prescribed format only on the letter head of the Agency duly Notarized)

TO WHOMSOEVER THIS MAY CONCERN

This is to certify that we (Name of Agency) registered under..... (Name of the Act) vide registration no. and GSTIN do hereby declare and confirm that we have never been Blacklisted/Bankrupted/Debarred by any Ministry/Department/ Board/Corporation/Any other entity of the Central or State Government or by any quasi-government or any Public Sector Undertaking or any Bank or any Other Entity till date.

We further confirm that we are aware that our Application for the captioned Project would be liable for rejection in case any material misrepresentation is made or discovered with regard to the requirements of this EoI at any stage of the Bidding Process or thereafter during the agreement period.

| | | | |
|----------------------------|--|-------|--|
| Signature & Seal of Agency | | | |
| Name | | | |
| Designation | | | |
| Date | | Place | |

9.6. District preference for Job Roles

| SN | District | CON/Q0603 | CON/Q1107 | CON/Q0203 | CON/Q1206 | CON/Q0104 | PSC/Q0104 | SGJ/Q0101 | BWS/Q4001 | MEP/Q0204 | MEP/Q0207 | SSC/Q0508 |
|-----|--------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 1. | AGAR MALWA | | | | | | | | | | | |
| 2. | ALIRAJPUR | | | | | | | | | | | |
| 3. | ANUPPUR | | | | | | | | | | | |
| 4. | ASHOKNAGAR | | | | | | | | | | | |
| 5. | BALAGHAT | | | | | | | | | | | |
| 6. | BARWANI | | | | | | | | | | | |
| 7. | BETUL | | | | | | | | | | | |
| 8. | BHIND | | | | | | | | | | | |
| 9. | BHOPAL | | | | | | | | | | | |
| 10. | BURHANPUR | | | | | | | | | | | |
| 11. | CHHATARPUR | | | | | | | | | | | |
| 12. | CHHINDWARA | | | | | | | | | | | |
| 13. | DAMOH | | | | | | | | | | | |
| 14. | DATIA | | | | | | | | | | | |
| 15. | DEWAS | | | | | | | | | | | |
| 16. | DHAR | | | | | | | | | | | |
| 17. | DINDORI | | | | | | | | | | | |
| 18. | GUNA | | | | | | | | | | | |
| 19. | GWALIOR | | | | | | | | | | | |
| 20. | HARDA | | | | | | | | | | | |
| 21. | INDORE | | | | | | | | | | | |
| 22. | JABALPUR | | | | | | | | | | | |
| 23. | JHABUA | | | | | | | | | | | |
| 24. | KATNI | | | | | | | | | | | |
| 25. | KHANDWA | | | | | | | | | | | |
| 26. | KHARGONE | | | | | | | | | | | |
| 27. | MAIHAR | | | | | | | | | | | |
| 28. | MANDLA | | | | | | | | | | | |
| 29. | MANDSAUR | | | | | | | | | | | |
| 30. | MAUGANJ | | | | | | | | | | | |
| 31. | MORENA | | | | | | | | | | | |
| 32. | NARMADAPURAM | | | | | | | | | | | |
| 33. | NARSINGHPUR | | | | | | | | | | | |
| 34. | NEEMUCH | | | | | | | | | | | |
| 35. | NIWARI | | | | | | | | | | | |
| 36. | PANDHURNA | | | | | | | | | | | |
| 37. | PANNA | | | | | | | | | | | |
| 38. | RAISEN | | | | | | | | | | | |
| 39. | RAJGARH | | | | | | | | | | | |
| 40. | RATLAM | | | | | | | | | | | |
| 41. | REWA | | | | | | | | | | | |
| 42. | SAGAR | | | | | | | | | | | |
| 43. | SATNA | | | | | | | | | | | |
| 44. | SEHORE | | | | | | | | | | | |
| 45. | SEONI | | | | | | | | | | | |
| 46. | SHAHDOL | | | | | | | | | | | |
| 47. | SHAJAPUR | | | | | | | | | | | |
| 48. | SHEOPUR | | | | | | | | | | | |
| 49. | SHIVPURI | | | | | | | | | | | |
| 50. | SIDHI | | | | | | | | | | | |
| 51. | SINGROULI | | | | | | | | | | | |
| 52. | TIKAMGARH | | | | | | | | | | | |
| 53. | UJJAIN | | | | | | | | | | | |
| 54. | UMARIA | | | | | | | | | | | |
| 55. | VIDISHA | | | | | | | | | | | |

Preference (Place any number between 01 to 55 against each district)

For edible copy of Proposal Submission Template & Annexure

<https://t.ly/NaK-Y>

