



**TNCDW - NULM**  
**Chennai City Mission Management Unit (CCMMU)**  
**100, Anna Salai, Guindy, Chennai 600 032.**



**REQUEST FOR PROPOSAL NOTIFICATION**

**Skill Training and Placement Providers (STP) under ESTP  
component of NULM Scheme in Greater Chennai Corporation**

**RFP No. 1 / 391 / A3 / 2020 dated: 03.09.2020**

For NULM ESTP component of Greater Chennai Corporation Area, Proposal is invited from Skill Training and Placement Providers for empanelment in Greater Chennai Corporation area for Training of youth and their placement with tracking.

1. The RFP document is downloadable from [www.tamilnadumahalir.org](http://www.tamilnadumahalir.org) from 03.9.2020.
2. The sealed RFP document duly signed by the proposer with all required annexure , and an application fee of Rs. 10,000/- payable by means of Demand Draft drawn in favour “ NULM, Chennai” from any Nationalized Bank payable at Chennai, should be submitted at the above mentioned office on or before 16.9.2020 on 4.00pm.
3. RFP will be processed from 17.9.2020 at 11.00am by the Committee for ESTP of NULM in Greater Chennai in the manner prescribed in the RFP documents.

**Place: Chennai**  
**Date: 03.09.2020**

**Commissioner of the Greater Chennai Corporation  
& Chairman, Task Force Committee of ESTP, NULM**

**Request for Proposal Document**  
**RFP No. 1 / 391 / A3 / 2020 dated: 03.09.2020**

**Summary of Request for Proposal from Skill Training and Placement Providers under ESTP  
component of NULM Scheme in Greater Chennai Corporation**

1	Name of the Project	ESTP component of NULM Scheme in Greater Chennai Corporation		
2	Name of Authority	Commissioner of the Greater Corporation & Chairman Task Force Committee of ESTP NULM		
3	No. of Candidates to be provided skill training and placement	1300 youth in total for Greater Chennai Corporation Area approved by the ESTP Selection committee.		
4	Last date and time for submission	16.09.2020 up to 4.00pm		
5	Empanelment and Proposal Validity	03 / 09 / 2020 initially and may be extended up to 03 / 09 / 2021		
5	Eligible Entities	Training or Industry partner with following valid accreditations: <ul style="list-style-type: none"> <li>• PRN Registered STP</li> <li>• SSC approved agencies</li> <li>• STPs should be accredited with Skill Management and Accreditation of Training centres (SMART)</li> <li>• Preference to be given for the STPS who are having PMKK centres.</li> <li>• Previous track record in terms of completion of any Government sponsored skill training and linked with wage employment successfully.</li> </ul>		
7	Selection Process (Overall)	Request for Proposal (RFP) Stage and Selection by Task Force Committee based on the marks obtained by the STP applicant		
8	Allotment Criteria*	The STP proposals with 75% (37) marks obtained based on proposal and proof in following parameters will be empanelled.		
		<b>Parameter</b>	<b>Criteria</b>	<b>Marks</b>
		Average Annual Turnover for past 3 years	< Rs. 25 Lakhs	1
			Rs. 26 - 50 Lakhs	5
			Rs 51 Lakhs -100 Lakhs	8
			> Rs. 101 Lakhs	10
		MOU agreement with Principal Employer in within state / Outside state	Every 100 candidates assured placement 5 mark	Max.10
		STPs who have accredited with (SMART) Skill Management & Accreditation of Training Centre	Min. 3 centres	Max.5
		SSC affiliation for course with code & STPs offered as a partner in the past 1 year	With validity till 03 / 09 / 2021	Max.5
		Training centres Location in the city by STP	Min. 3 centres – 10 marks	Max.20
Every additional centre – 2 marks				
<b>Total</b>		<b>50</b>		
9	Contents of RFP Application (one copy)	1. Covering letter as per Format A 2. RFP as per Format B to F with necessary enclosures and annexures 3. Application Fee Rs 10,000/-		
10	Address for submission and contact	The Project Officer, TNCDW – NULM, Chennai City Mission Management Unit, 100, Anna Salai, Guindy, Chennai – 600 032. Phone : 044 – 2235 0616 E mail : dpiu_chn@yahoo.com		

**Date : 03 .09.2020**  
**Place : Chennai**

**Commissioner of the Greater Chennai Corporation  
& Chairman, Task Force Committee of ESTP, NULM**

## Instruction for Submission of Proposal by Skill Training and Placement Provider

### 1. ESTP of NULM in Greater Chennai

The Employment through Skills Training & Placement (EST&P) Component under NULM is designed to provide skills to the unskilled urban poor as well as to upgrade their existing skills. The program will provide for skill training of the urban poor to enable them setting up self-employment ventures and for salaried jobs in the private sector. The EST&P Program intends to fill the gap between the demand and availability of local skills by providing skill training programs as required by the market. Broader guidelines followed as per GOI can be found in [www.nulm.gov.in](http://www.nulm.gov.in) The Tamilnadu Corporation for Development of Women has allotted a target of 1300 candidates from BPL families / Notified Slums / Tenements of TNSCB. Thus Skill Training and Placement Providers (STPs) will be selected as per the decision of the Task Force Committee & Public Accounts Committee stipulated by Tamilnadu Corporation for Development of Women.

### 2. Technical Appraisal of Eligible Skill Training and Placement Provider (STP) for allotment:

The Skill Training and Placement Provider (STP) shall be technically appraised based on following basis. The marks shall be awarded based on the evidences submitted only. A committee shall scrutinize and the STP securing more than 75% (37 Marks) shall be awarded contract.

Parameter	Criteria	Marks
Average Annual Turnover for past 3 years	< Rs. 25 Lakhs	1
	Rs. 26 - 50 Lakhs	5
	Rs 51 Lakhs -100 Lakhs	8
	> Rs. 101 Lakhs	10
MOU agreement with Principal Employer in within state / Outside state	Every 100 candidates assured placement 5 mark	Max.10
STPs who have accredited with (SMART) Skill Management & accreditation of Training Centre	Min. 3 centres	Max.5
SSC affiliation for course with code & STPs offered as a partner in the past 1 year	With validity till 03 / 09 / 2021	Max.5
Training centres Location in the city by STP	Min. 3 centres – 10 marks	Max.20
	Every additional centre – 2 marks	
<b>Total</b>		<b>50</b>

Thus empanelled STP shall implement the ESTP component of NULM in Greater Chennai Corporation. For the STP the allotment will be decided as per the proposal approved by the ESTP Selection.

### 3. Period of validity of the Proposal and empanelment:

The Proposal and subsequent empanelment of the Skill Training and Placement Provider (STP) to implement ESTP of NULM in Greater Chennai Corporation area shall be valid Up to With validity till 03 / 09 / 2021 and may be extended to financial year 2021-2022.

#### **4. Submission RFP:**

Shortlisted Skill Training and Placement Provider (STP) to implement ESTP of NULM in Greater Chennai Corporation area, as per the allotment by Chairman of the ESTP Committee, are requested to submit their proposal in the prescribed format along with all supporting documents and credentials on or before Date / Month / 2020. up to 3:00 P.M. IST by Post or in person with an application cost of Rs. 10,000/-. Drawn as DD in favour of "The Project Officer PIU, TNCDW Chennai" payable at Chennai.

The Project Officer,  
TNCDW – NULM,  
Chennai City Mission Management Unit,  
100, Anna Salai, Guindy, Chennai – 600 032.  
Phone : 044 – 2235 0616  
E mail : [dpiu\\_chn@yahoo.com](mailto:dpiu_chn@yahoo.com)

The proposal should be in the stipulated format as below.

1. Covering letter as per Format A
2. RFP as per Format B to F with necessary enclosures and annexure
3. Application fee of Rs.10,000/-

#### **5. Responsibilities of the STP submitting the proposal**

- a. The STP is responsible for the Skill Gap Analysis (SGA) at state, city Level and matching the youth aspiration and industry demand locally as far as possible. The STP should submit accepted proof of the same.
- b. The skill offered should be in accordance with the National Occupational Standards (NOS) and identified Job Roles are in accordance to the standards prescribed under the National Vocational Education Qualifications Framework (NVEQF) as mentioned in the National Skill Policy. Getting Certification is the responsibility of the STP. The STP shall submit accepted proof of the same.
- c. The skill course duration for all the skill training programmes under EST&P would be minimum 200 hours or more with soft skills, computer, and financial literacy as integral part of course. The STP should submit proof of standard course duration, certifying agency, certification cost and quote for the rates for each candidate inclusive of training, certification and placement.
- d. The STP should have tie up for placement directly with employing firm by means of MOU or letter. If it is self employment the third party market study of the employment potential published should be submitted. The STP shall work towards providing job-placement or setting up self-enterprise for all the successful candidates. It is mandatory for the STP to provide placement / self-enterprise set-up support for minimum 70% of successfully trained candidates.
- e. The STP should have a training center for every 25-30 candidates with a class room area @ 10 Sq. ft /Candidate and a practical room area @ 15 Sq. ft /Candidate either exclusively or by time sharing basis. The STP shall submit accepted proof of the same.
- f. Then the mobilization of candidates, selection from the list of BPL families / Notified Slums / Tenements of TNSCB and getting approval of such candidate selected is the responsibility of STP before commencement of training. Aptitude test should be conducted to prove the suitability of the candidate for the trade. The shortlisted candidates for training and placement should be submitted in a prescribed format to NULM.
- g. The STP should maintain the approved list of candidates in prescribed format, manual and biometric attendance, day wise syllabus coverage for curriculum, list of trainers with their resume, trainer's attendance, candidate's feedback register and inspection register, etc for conduct of skill courses. Daily reporting of Training center of STP is required in MIS of NULM.
- h. The STP shall be required to track the successful candidates for a period of 12 months. For the candidates provided with wage employment in any industry information like appointment

letter, Salary Slip, etc. shall be maintained and submitted. The STP shall be responsible for providing support and track the progress of Micro-enterprise for a period of 12 months.

#### **6. Payment Terms and Conditions:**

The Base Cost per hour training which includes Mobilization of candidates, trainers cost, curriculum development, study material, practical equipments, ID cards, infrastructure of training centers, utilities, teaching aid, raw material / Kit, certification, placement expenses, tracking expenses, monitoring etc. are as follow:

Rs 46.70 / hour in category I courses, Rs 40.00 / hour in category II courses, and Rs 33.40 / Hour for category III courses as per norms is payable as follow in 4 instalments.

<b>Instalment</b>	<b>Percentage</b>	<b>Milestones to be achieved</b>
1st Instalment	30%	<ul style="list-style-type: none"><li>• On Commencement of the training</li><li>• Validation of the candidates.</li><li>• Enter into the MIS online</li></ul>
2nd Instalment	50%	<ul style="list-style-type: none"><li>• On successful Completion and certification of minimum 80% the candidates.</li></ul>
3rd Instalment	20%	<ul style="list-style-type: none"><li>• Training Provider shall be eligible for 100% payment in 3rd instalment if placement achievement is 70% &amp; above.</li><li>• Training Provider will be eligible for 50% payment in 3rd instalment if placement achievement is 50-69%.</li></ul>

#### **7. Penalty Clause**

- The STP shall agree starting of all batches within 6 months from the date of work order.
- The STP shall also agree for the fulfilment of 100% Certification & 70% placement within 3 month on completion of training.
- Otherwise, invoking the penalty clause, Security deposit offered shall be forfeited & the STP may be blacklisted if any major deviation is noticed.

**Commissioner of the Greater Chennai Corporation  
& Chairman, Task Force Committee of ESTP, NULM**

**Format A**  
**Covering Letter**

**[On the Letter head of the Firm/ Companies / Agencies / Societies / Trust etc]**

**Date:**

**To**

The Project Officer,  
TNCDW – NULM,  
Chennai City Mission Management Unit,  
100, Anna Salai, Guindy, Chennai – 600 032.  
Phone : 044 – 2235 0616  
E mail : [dpiu\\_chn@yahoo.com](mailto:dpiu_chn@yahoo.com)

Sub: Submission of Proposal as Skill Training and Placement  
Providers under ESTP component of NULM Scheme in  
Greater Chennai Corporation

Ref: **RFP No. 1 / 391 / A3 / 2020 dated: 03.09.2020**

Sir,

Being duly authorized to represent and act on behalf of.....,  
and having reviewed and fully understood the evaluation criteria and information provided, the undersigned hereby apply in response to the Request for Proposal (RFP) for Skill Training and Placement Providers (STP) under ESTP component of NULM Scheme in Greater Chennai Corporation. We are enclosing our Proposal as STP.

**Yours faithfully,**

\_\_\_\_\_  
**(Signature of Authorized Signatory)**

**(Name, Title and Seal)**

## Format B

### Profile of the Skill Training and Placement Provider (STP) in ESTP Component of NULM in Greater Chennai Corporation

1	Name of the Firm Applying																							
2	Address, email ID & Contact Phone of the Firm applying																							
3	Registration details of the Firm as Company / Trust etc. (Enclose Proof)	<b>PRN No.</b>																						
		<b>IT PAN No.</b>																						
	Last 3 years Turnover of the firm. ( Enclose 3 year Audit statement, IT Returns)	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 25%;">Year</th> <th style="width: 25%;">Turnover (in lakhs)</th> <th style="width: 25%;">Income Tax (in lakhs)</th> <th style="width: 25%;"></th> </tr> </thead> <tbody> <tr> <td>2017-18</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2018-19</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2019-20</td> <td></td> <td></td> <td></td> </tr> <tr> <td><b>Average</b></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>			Year	Turnover (in lakhs)	Income Tax (in lakhs)		2017-18				2018-19				2019-20				<b>Average</b>			
Year	Turnover (in lakhs)	Income Tax (in lakhs)																						
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2018-19																								
2019-20																								
<b>Average</b>																								
4	Whether the firm is an approved Industry / Training Partner in SSC for certification or/and placement give details (Enclose proof for each sector)	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Name of the Certifying agency</th> <th style="width: 25%;">Partnership Type ( Training / Industry / Certification)</th> <th style="width: 25%;">Date of Partnership deed / Certificate obtained</th> <th style="width: 25%;">Validity up to</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>			Name of the Certifying agency	Partnership Type ( Training / Industry / Certification)	Date of Partnership deed / Certificate obtained	Validity up to																
Name of the Certifying agency	Partnership Type ( Training / Industry / Certification)	Date of Partnership deed / Certificate obtained	Validity up to																					
5	Details of training facility arranged like class room, Practical's room, OJT for candidates. (Enclose Proof of agreement / title only for acceptance)	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 33%;">Own Centres</th> <th style="width: 33%;">Outsourced / Rented</th> <th style="width: 33%;">Total</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>			Own Centres	Outsourced / Rented	Total																	
Own Centres	Outsourced / Rented	Total																						

**Date**

**Signature of Authorized Signatory with Name and Seal**

### Format C

#### Details of Skill Courses offered by STP for ESTP NULM Greater Chennai

Name of the STP										
No.	Course Offered as per NSQF*	NSQF No.	Certifying sector under SSC	Duration in hours				Rate per hour as per classification	Total no. of trainees sector wise	Total Fee # Claimed by STP per candidate in Rs.
				Domain	Soft Skills	OJT	Total			
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										

\*Submit proof of QP and SSC approval for the STP

#Total fee includes Skill training, ID cards, Students Kits, Study Material, Certification, Placement and Tracking.

**Date :**

**Signature of Authorized Signatory  
with Name and Seal**



**Format D**

**Details of Training center, Proposed for Courses and Placement by STP**

Name of the STP					
No.	Name and address of the Training Centre in the Greater Chennai Corporation *	Course Offered as per NSQF QP No.	Area of class rooms in (sq.ft) center	No. Of Trainees in the centre (@1/10 sq.ft.)	Employer with MOU earmarked for the centre
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

**\*During inspection, valid title deed/ agreement for rent/lease with EB/Water supply receipt copy will be verified. Only one center per zone of Greater Chennai is accepted.**

**Date**

**Signature of Authorized Signatory  
with Name and Seal**

**Format E**

**Details of MOU entered by STP with Placement firms**

Name of the STP				
No.	Name and address of the Placement firm as per MOU*	Name of the Post	Number of Posts	CTC Package per month
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

**\*Enclose MOU with the Principal Employer up to March 2020**

**Date**

**Signature of Authorized Signatory  
with Name and Seal**

## Format F

### Check List in RFP as Skill Training and Placement Provider under ESTP Component of NULM in Greater Chennai Corporation

(To be kept before all the enclosures)

I have checked and enclosed the following:

No.	Description	Page Numbers	Remarks
1	Self Attested Photo copy of Registration Certificate of the Applicant		
2	Self Attested Photo copies of PAN card / PRN proof of the firm / Companies / Agencies / Societies / Trust, etc.		
3	Self Attested photo copies of 3 years Audited statement		
4	Self Attested Photo copies of 3 years Income Tax Returns		
5	Self Attested Photo copies of NSDC / SSC / Industry / With validity till Date / Month / 2021 With validity till Date / Month / 2021 With validity till Date / Month / 2021 Certification Partnership deeds / Certificate issued by competent authority		
6	Self Attested photo copies of Agreement / Title of Training centres / Partners of STP		
7	Self Attested photo copies of MOU from proposed Principal Employer up to March 2020		
8	Self attested photocopies of proof for the SSC Certification offered as partner in the past 1 year		

**Date**

**Signature of Authorized Signatory  
with Name and Seal**

