Expression of Interest
For
Empanelment of Training Agencies for undertaking
Placement Linked skill Development Training Programme for the ST youth in the Maharashtra State.

Tender Notification No.:TRTI/2021/Skill/-04/ 14/10/2021

Issued By

The Commissioner
Tribal Research and Training Institute,
Pune

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E-Tender No. Trti/Skill Development/D-4/2021-22/ **dt- 14.10.2021**

Expression of Interest for Empanelment of Training Agencies for undertaking Placement Linked skill Development Training Programme for the ST youth of the State in Maharashtra

Online Expression of Interest (in two Bid system -Technical Bid & Commercial Bid) are invited for Selection of Training Agencies for undertaking Placement Linked skill Development Training Programme for the ST youth of the State in Maharashtra. Interested companies / firms / institutions having adequate required resources can submit their Technical Bid & Commercial Bid online on websitehttps://maharashtra.etenders.in

Name of the Service	Estimated Cost	Tender Fee	Earnest Money Deposit(EMD)
Empanelment of Training Agencies for undertaking Placement Linked skill Development Training Programme for the ST youth of the State in Maharashtra	**Rs. 30,00,00,000/-**	**Rs. 20,000/-**	**Rs. 5,00,000/-**

a. The Company / Firm shall be selected based on the selection criteria decided by TRTI as mentioned in the Bid Document.
b. Joint Venture Consortium is not permitted.
c. The Bid Documents are available on website **https://maharashtra.etenders.in**
d. The interested Bidders will have to register and enroll on website https://maharashtra.etenders.in participate in the Bid process.
e. The interested Bidders will have to submit all the required documents by online submission.
f. **The Tender Fee of Rs. 20,000/-**is required to be deposited online through Net Banking/NEFT.
g. **The EMD of Rs. 5,00,000/-**is required to be deposited online through Net Banking/NEFT.
h. The detailed Bid Document is available on the website https://maharashtra.etenders and can be downloaded there from.
i. Interested Providers/Bidders shall submit their Bid on or before **08/11/2021, 17:00 hrs**.
j. The advertisement is also available on office websitehttp://trti.maharashtra.gov.in for information only.
k. Right to reject any or all the Bids is reserved by the Commissioner, TRTI, Pune

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(Dr. Rajendra Bharud I.A.S.)
Commissioner, TRTI, Pune

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1.1 Data Sheet

SI	Milestone/Key Events	Details
1	Issue of EoI	14/102021
2	Pre-bid meeting	25/10/2021 02.00 pm
3	Last Date of submission of Proposal	08/11/2021 0 5:00 PM
4	Bid Opening Date, Time and Venue	10/11/2021 Tribal Research And Training Institute, Pune -411001
5	Name of the client/Authority	The Commissioner , Tribal Research And Training Institute,Pune.
6	Document intended for	**Category A**: *Sub Category A1*: NSDC or TDD/MSSDS Partners with Training Infrastructure (owned / leased / rented) in the State of Maharashtra. *Sub Category A2*: NSDC or TDD/MSSDS Partners who propose to set up Training Infrastructure (within 2 months of signing MoU with TRTI PUNE) in the State of Maharashtra. **Category B** : Training Organizations other than NSDC or TDD/MSSDS Partners. Such training organizations should have Training Infrastructure (owned / leased / rented) in the State of Maharashtra **Category C :** Industries having their own Units and having own captive Manpower requirements. **Category D :** Professional and Educational Institution of the State having the required infrastructure to undertake the skill development training programme. Such institutions should have the approval of the competent authority for running the existing professional / educational courses in their respective fields.
7	Validity of the proposal	The proposal shall be valid for a period of 180 days from the last date of submission of bid / proposal

1.2. Background

TRTI PUNEis an autonomous institute promoted by the Tribal Development Department, Government of Maharashtra to act as the nodal agency for providing technical assistance and support in implementation (conceptualizing, planning, designing various schemes, programme and assist in implementation and monitoring of the projects and programmes) of various tribal development programmer of the Department. The TRTI PUNEfunctions as a technical support group having its existence at State level. TRTI PUNEhas undertaken several initiatives to facilitate efficient delivery of market led training programs and skilling of youth. Thereby making them employable in the process. Towards this, credible Training Agencies are being invited to be engaged by TRTI PUNEfor imparting Placement linked Skill Development training in different sectors for the youth of the State.

Funds for the implementation of different programs are transferred to the Tribal Research And Training Institute, Pune (TRTI) by the Tribal Development Department. Govt. of Maharashtra. As a supporting hand to the Tribal Development Department, TRTI PUNEmanages fund flow to the various implementing agencies in the state of taking up different developmental activities.

Expression of interest is invited from eligible Training Agencies for empanelment under "Placement Linked Skill Development for the youth of the State in Maharashtra". Non NSDC or TDD/MSSDS partners, Industries and Educational and Professional Institutions will also be considered for imparting training under the said training programme.

1.3. Objective:

The Objective of the Eol to empanel training agencies undertaking Placement Linked Skill Development Training Programmes for the ST youth of the State under TRTI PUNE. These registered training agencies will there by undertake placement linked skill development training programmes across different district locations and assist in providing employment opportunities to the candidates imparted skill training. The training agencies also will keep abstract with the current market trends and requirements and motivate the STyouth to undertake such training programmes and provide handholding support.

1.3 General Terms of Empanelment:

1.3.1 Bidders must be eligible to apply for empanelment as per clause 2.1.

1.3.2 Bidding as a consortium is not permitted.

1.3.3 Franchisee arrangement is strictly not allowed in this. No part of the training delivery shall be sub-let to any other agency/individual in any form. If a bidder is caught doing so at any stage, the order would be immediately terminated and payments forfeited.

1.3.4 Bidders meeting the eligibility criteria as per clause 1.7 Shall be considered for empanelment with TRTI and shall be invited for a technical presentation before a competent committee appointed by TRTI if they meet the requisite cut-off as per clause 2.3.6

1.3.5 The tenure of the empanelment shall be for a period of three (3) years from the date of empanelment, with the empanelment status being renewed every year on the basis of:

- The PIA continuing to meet the eligibility and qualifications criteria as required by the prevailing conditions for empanelment, or as may be amended by TRTI from time to time; and
- The performance of the PIA under the projects post empanelment process. Various factors may be considered for the performance review.

1.3.6 At the time of empanelment renewal, documentary support for eligibility qualifications and credentials must be furnished to TRTI as requested.

1.3.7 TRTI, at its discretion, can modify or terminate the panel earlier than the expiry of the three (3) year period in the event of change in law or due to other relevant reason(s).

1.3.8 TRTI, at its discretion, can terminate the empanelment of an PIA earlier than the expiry of the three (3) year period in the event of failure of PIA to remain eligible in view of prevailing eligibility conditions (as revised from time to time) or to perform as per contract deliverables or other relevant reason(s) given in writing to the PIA.

1.3.9 Empanelment with TRTI does not guarantee any form of income I award of work/retainer fees.

1.4. Scope of Engagement& Work

Engagement -

The eligible Training Agencies and Industries shall be engaged by TRTI PUNE and MoU signed to carry out mobilization, counseling, screening, training, placement and tracking of unemployed youth from the State. The training shall be imparted in courses as provided by Sector Skill Council under NSDC or revised from time to time. The duration of the training for a batch must be in terms of the duration as applicable to the List of job roles / trades approved by MSSDS under NSDC.

Scope of Work -

The selected agency will have to undertake the assignment as and when allotted by TRTI. The broad scope of work would cover undertaking the following mentioned functions in the domain of skilling & training services for TRTI basis requirement:

- Project Management consulting
- Setting up of Project Management Unit (Manpower, SMEs. consultants etc.)
- Conducting impact assessment studies/Tracer studies on skill-based training.

The scope of work may be but not limited to the following as per the requirement of the project. The detailed scope of work shall be provided to the selected agency in LOA/Agreement prior to the execution of projects.

- To assist in formulating Project implementation Unit (PIU) for the successful execution of project.

- To prepare the mobilization plan in such a manner that the training targets are completed in specified time.

- Getting all statutory clearances from government agencies / SSCs/ institutes.

- Setting up necessary infrastructure at the training centers along with all the required lab equipment for practical training, projector, and laptop for multimedia classes as per the project requirement according to the government guidelines.

- Delivery of theory, practical and tutorial for the courses as per Qualification Packs (QPs).

- To arrange trainers in the required Qualification Packs / Job Roles of Skill Sector Council under skilling and RPI (Recognition on of prior learning).

- Organizing Job Meals, Publicity and Placements of trained trainees and spread awareness about the schemes through events, seminars, advertisements, distribution of publicity material etc.

- To collect all required documents from the mobilized candidates as per the programme guideline and maintain the database of the trainees and monitoring their placement.

- Registration of candidates, Biometric Attendance including uploading on relevant website and CCTV and out center validation work.

- Registration of candidates on the SDMS (Skill development management system) etc.

- Administrative work involved with TRTI, NSDe, Sector Skill council, Govt. agencies/Departments and assessment agencies for smooth conduct of the training and assessment of the candidate.

- To provide backend support to TRTI to maintain the required records/documentation and preparation of periodical reports and data management.

- Branding of Training center as per the scheme requirement.

- The selected agency should establish Training/ Skill centers for Government funded / Private-paid schemes as per requirement in other districts locations where TRTI premises are not available and maintain them on their own cost.

- The selected Mobilizing agency has to match the requirement of Sector Skill Council and customers/institutes (in case of private-paid schemes) to conduct skill development sessions.

- Agency is expected to provide candidates all possible information on the nature of work in the sector trade, availability of jobs, potential pay and entitlements, growth prospects and risks involved, with the aim of helping candidates and their families.

- The Agency shall be responsible for coordination of all aspects of the training including center readiness, quality of training delivery, assessment and certification, and outcomes required from the training.

- All records including but not limited to those pertaining to attendance, class progress, assessment, certification, and training outcomes, must be maintained both manually (hard copies) as well as electronically (Soft Copies) and shall be submitted to TRTI.

- To ensure sustained benefits from training, selected agency is required to track and report successfully placed candidates as per the project requirement.

- The selected agency will be required to function as per the terms and conditions of TRTI updated time to time.

- Any other associated tasks being prescribed I required by TRTI.

1.5. Obligations of Training Agencies

a. Undertake to open 50% of the committed centers within two months of signing of the Agreement.
b. The minimum hardware / tools and equipment prescribed for each Module under the MSSDS guidelines shall be made available at the training center by the Training Provider without which implementation of training programme shall not be allowed by the TRTI PUNE.
c. Establishing placement tie-ups for placement of trained and successfully assessed candidates in reputed organizations/ industries prior to start of training
d. Identification/ Mobilization of candidates (ITDP may assist the Training Partners in the process of mobilization of candidates. However, the sole responsibility for mobilization shall lie with the Training Partner)
e. Screening and induction of mobilized candidates in the appropriate trade as per the interest, aptitude and eligibility of the candidate. The minimum eligibility criteria as specified in the list of MSSDS courses under NSDC must be strictly adhered to without which third party assessment shall not be possible and the candidates shall be treated as dropout.

f. Impart training as per the curriculum prescribed under MSSDS Modulus approved by NSDC. The Training shall compulsorily be conducted in any of the courses based on MSSDS job roles/ trades courses.
g. Structuring the required training inputs including training material, content and curriculum, training infrastructure, assessment methodology etc.
h. Ensuring quality of training as per the required standards and specifications
i. Coordination with potential employers and industrial networking for placement of trained youth
j. Prepare candidates for third party assessment and cooperate with the TRIBAL RESEARCH AND TRAINING INSTITUTE,PUNE(TRTI) and also the Assessment Agencies while submitting information and requisite documents for registering the candidates on Skill India portal https://www.skillindia.nsdcindia.org/ for Assessment
k. Make the data available for random audits during training. Placement and post placement.
l. Post placement counseling and tracking for a minimum period of 2 months (post the date of placement)
m. Attendance in the training Centre, GSM based attendance is desirable
n. Sub-letting or franchise mode of training in any form shall not be adopted. If such practice is found to be followed, TRTI PUNEreserves the right to initiate strict action against the agencies.

1.6. Training curriculum

The MSSDS guidelines shall be followed for training curriculum and fixing duration of training. PIAs shall conduct the courses and meet the parameters pertaining to the course curriculum, duration, tools and equipment's, trainers etc. as per the MSSDS, Guidelines of NSDC. Government of India. Training in any Module with less than 200 hours of duration shall not be permissible. Clubbing of two of more basic level courses to form a single module is also not permissible.

1.7. Eligibility Criteria

For the purpose of selection of Training Agencies, the following will be the minimum eligibility criteria:

I.Category A:

Sub Category A1: NSDC or TDD/MSSDSPartners (Having Sanction Order from the Ministry) with Training infrastructure (owned / leased / rented) in the State of Maharashtra which must be a dedicated training center of its own. In case of NSDC Partner, the agency is required to provide documentary evidence of having loan agreement with NSDC.

Sub Category A2:NSDC orTDD/MSSDSPartners who doesn't have any infrastructure in Maharashtra and propose to set up Training Infrastructure (within 2 months of signing MoU with TRTI PUNE) in the State of Maharashtra

II. Category B:

Training Organizations other than NSDC or TDD/MSSDSPartners. Such training organizations should have Training infrastructure (owned / leased / rented) in the State of Maharashtra

III. Category C:

Industries having their own Units and having their own manpower requirements.

IV. Category D:

Professional and Educational Institution of the State having the required infrastructure to undertake the skill development training programme. Such institutions should have the approval of the competent authority for running the existing professional / educational courses in their respective fields.

Eligibility Criteria for each of the categories are listed below:

S. No	Category	Eligibility criteria
1	**A1**	**Automatic Empanelment if :** I. NSDC or TDD/MSSDSpartner and II. The Training Agencies provides documentary evidence of presence of owned / leased / rented training infrastructure in the State of Maharashtra which shall be dedicatedly used for training purpose under the TRTI PUNE.
2	**A2**	**Automatic Empanelment if:** I. NSDC or TDD/MSSDSPartner. II. The Training Agencies has operations in at least 2 States. *Sanction Letters issued by the State / Central Government for implementation of Skill Development Programme must be submitted as proofs. Such document should not be older than 31.3.2015 and shall be in the name of the applicant only and not its parent or subsidiary organization.* And III. The Training Agencies shall submit plan of setting up training infrastructure (own / leased / rented) which shall be used for training purpose under TRTI PUNE. *If such plan of setting up infrastructure is not completed within 2 months of signing of MoU. The TRTI PUNE reserves the right to terminate the MoU without any notice.*

2	**B**	i. The applicant must be a Company / Partnership / Proprietorship / Public / Society / Trust registered on or before 01.04.2015 **ii. Financial Capability** Should have average annual turnover / receipts of INR 5.00 Crore from conducting training programs during the last Five Financial years (FY 2016-17,2017-18, 2018-19,2019-20,2020-21) *Note: IT Returns document and Audited P & L / Income Statements for the years FY 2016-1, 2017-18, 2018-19, 2019-20, 2020-21 needs to be submitted along with a CA Certificate stating the total turnover and total turnover from conducting training programs for the two stated Financial Years. Provisional Financial Statements for the FY 2020-21 may be submitted in case of absence of Audited Financial Statements for the FY 2020-21.Should have a positive net worth as on 31/03/2021* *Note: Provisional Balance Sheet for the FY 2020-21 may be submitted in case of absence of Audited Financial Statements for the FY 2020-21. The same has to be mentioned in the CA Certificate provided as per Formal IX.* **iii. Technical Capability** -Should have trained a minimum 1,000 candidates in each of the last two financial years (FY 2017-18 and FY2018-19) iv. Placement Capability - Should have placed a minimum of 500 candidates in each of the last Five financial years (FY 2016-17,2017-18,2018-19,2019-20,2020-21) v. The Training Agencies has operations in at least 2 States (Maharashtra being one of the three) *Sanction letters issued by the State / Central Government for implementation of Skill Development Programme must be submitted as proofs.*

3	C	i. Registered / Incorporated on or before 01.04.2015. **ii. <u>Financial Capability</u>** Average Turnover of INR 20 Crore over FY 2016-17,2017-18,2018-19,2019-20,2020-21. Note: *IT Returns document and Audited P & L / Income / Statements for the years FY 2016-17, 2017-18, 2018-19, 2019-20, 2020-21needs to be submitted along with a CA Certificate stating total turnover and total turnover from conducting training programs for the two stated Financial Years. Provisional Financial Statements for the FY 2020-21 may be submitted in case of absence of Audited Financial Statements for the FY 2020-21. Such documents should be in the name of the applicant only and not its parent or subsidiary organization.* iii. The organization shall have average employee strength of 300 within the state during last 5 FYs (2016-17,2017-18,2018-19, 2019-20,2020-21) the list of such employees must be submitted.
4	D	i. Registered / Incorporated on or before 01.04.2015 **ii. <u>Financial Capability</u>** Average annual Turnover of INR 50 lakhs over FY 2016-17,2017-18,2018-19,2019-20,2020-21 from running the ongoing existing professional/ educational courses. Note: *It Returns document and Audited P&L / Income Statements for the years FY 2016-17, 2017-18 2018-19, 2019-20, 2020-21 needs to be submitted along with CA Certificate stating total turnover educational courses.* *Provisional Financial Statements for the FY 2020-21 may be submitted in case of absence of Audited Financial Statements for the FY 2020-21. Such documents should be in the name of the applicant only and not its parent or subsidiary organization*

		iii. They should have an average intake capacity of at least 300 students in the last five financial years in their ongoing regular courses i.e. (2016-17, 2017-18, 2018-19, 2019-20 and 2020-21). The list of such students admitted dung the last five financial years must be submitted along with the details of the Registration Number allotted by the respective University in favor of these candidates. *iv. The Organization should have a very good campus placement track record. An average of at least 30 students must have been placed over last five years (2016-17, 2017-18, 2018-19*

		2019-20 and 2020-21). The list of such candidates selected by the Company and Offer letter issued in favor of the selected candidates issued by the Company are to be submitted. v. *The organization must have the approval of competent authorities for running the existing professional / educational courses in their respective fields. Copy of Certificate of approval authority must be submitted (like AICTE, etc.)*

a. The Agencies should not have been blacklisted by the Govt. / Govt. Bodies.
b. Agencies earlier partnered with MTDC / TDD, but MOU either terminated or not renewed shall not be eligible for submission of proposal.
c. TRTI PUNEreserves the right to conduct prior inspection of the existing training centers in the State before selection of the agencies.
d. TRTI PUNEreserves the right to select or reject all categories or any specific category and the decisions in the matter shall be final and binding for all.
e. Preference shall be given for imparting training in the Manufacturing and Production sector.

1.8 Assessment & Certification

a. Assessment & Certification shall be carried out by Skill Council registered Assessing bodies / NCVET (National Council of Vocational Education Training)registered Assessing bodies.
b. PIA should coordinate with Skill Council for conducting the Assessment tests. The Tests should be conducted under the supervision of PA. ITDP or any Officer nominated by him.
c. Trainees qualifying the assessment test shall be awarded Certificate by the Sector Skill Council under NSDC of the concerned Sector.
d. The Training Agency shall facilitate the required formalities like filling up of the required forms and attaching the supporting documents of the trainees in order to enable them to appear the assessment test in time.

1.9. Placement criteria

a. It is mandatory for the training Agencies to report the entire training details including candidate details, of placed candidates. Salaries, the employer details and other training information through the online MIS system developed by TRTI PUNE. No invoice would be raised until all the information has been entered in the MIS application. Any invoice raised before the entry of information in MIS shall be summarily rejected.
b. 100% payment of training cost will require a minimum of 70% of placement the trained candidates. In case of placement below 70% pro rata payment will be made.

c. If the training provider is not able to ensure placement of even 40% of the candidate within three months of training for three out of five batches conducted in any of the opted trade in the State. TRTI PUNEreserves the right to take appropriate decisions which may include disallowing the training provider for continuance of the programme.

d. For a candidate to be considered as placed, his remuneration should not be below the minimum wages for that category of skilled / semi-skilled/ working prescribed by the state excluding statuary deductions like EPF and ESI. For placement outside the state the salary should be proportionately higher at least not below the minimum wages of that state. In case of placement outside the Country, the minimum salary of the trained youth shall not be less than Rs. 15,000/-. Simultaneously, arrangement of VISA, passport, safety and security of the placed person at least for a minimum period of six months shall also remain the responsibility of PIA.

e. It must be ensured that the sector of placement is in sync with the area of training. For instance, a welder has to be placed in an industrial job.

f. Trainees shall have to be place in employment within one months of the completion of training.

g. The post Placement report shall be submitted after three month of placement.

h. Along with the placement reports in the prescribed Format, the Training provider shall submit the list of placed candidates with their designation and date of joining in the letter Head of the Employer.

i. The Training Provider shall furnish the copy of the first and second month's salary slips of the placed candidate duly countersigned both by the Employer and the candidate himself. Along with the salary slips, the training provider shall also provide copies of the first and subsequent pages of the updated Bank Pass book of the placed candidate in which the salary has been credited.

j. Upon submission of placement details of the placed candidates by the Training Provider, TRTI PUNEshall conduct the required placement verification to establish genuineness of such placements.

k. Subletting or franchise mode of training in any form shall not be permissible.

1.10. Training Fees & Lodging Boarding Charge

a. The training fees shall be made asCategory I, II, III is annexed as reference for the PIA per hour per candidate. However for PIA/OPIA districts the same shall be paid @10% extra cost per hour per trainee.

b. The duration of training shall be determined as per the duration laid down in the MSSDS guidelines in the concerned trade. However, training duration less than 200 hours in any trade shall not be permissible.

c. The tools and equipment's shall be in terms of the tools and equipment's prescribed under the MSSDS guidelines.

d. The total fee payable shall include all taxes and incidental charges and Tax Deductions at Source as applicable shall be deducted

e. Trainers should have a minimum attendance of 70% both for training and assessment purposes.

f. The lodging and boarding cost of the trainees shall be reimbursed by TRTI PUNEto the Training provider on actual basis against the residential trainees only as follows:-

   i. Boarding and Lodging cost shall be reimbursed in the following manner at the rate as mentioned in the items (c), (d), and (e) indicated below.
   ii. The cost shall be reimbursed by the first party to the Second Party to a maximum per trainee per day as per the following rates. Categorization of cities is annexed
   iii. X category cities / towns per day per trainee – Rs. 375/-
   iv. Y category cities / towns per day per trainee – Rs. 315/-
   v. Z category cities / towns per day per trainee – Rs. 250/-
   vi. Rural areas and any area not notifies as Municipal / town are per trainee per day – Rs. 220/-

g. The assessment and certification is the responsibility of the PIA and the costs incurred in doing this will be reimbursed by TRTI PUNEon production of proper invoices

2. Payment Terms:

Training cost payments would be in two installments:
The norm as applicable for categorization of cities is as per Schedule – Cost Norm to indicate the category of cities / town

Schedule of release of Payments:
The release of funds could be batch wise or as per project. The funds shall be released to the Training Providers as per the following schedule.

Installment	Percentage of Total Cost	Output Parameters
1st	**30%**	**On commencement of Training Batch against validated candidates**
2nd	**30%**	**On successful certification of the trainees**
3rd	**40%**	**Outcomes based on Placements**

The above payment schedule is subject to the following

a) It is applicable only for the fresh training

b) The second tranche of 30% will be calculated on the bases of total cumulative 60% payment for candidates actually certifies

c) The dropouts will not be considered for 2nd and 3rd tranche. The 1st tranche payment of dropouts is adjusted in the next tranche

d) The 40% of training cost which is linked to Outcome (3rdInstallment) would be released to the Training Provider certification of 70% placement of the candidates along with submission of physical completion reports.

e) Lodging and boarding cost shall be extended to the trainees having minimum attendance of 70% per month

f) Dropouts will not be considered for 2nd and subsequent months. The 1st month payments of the dropouts shall be adjusted in the next month.

g) The supporting documents i.e. batch commencement report. Consolidated attendance sheet of the trainees for the months and batch completion report in case of payment for final month's claims shall be submitted in the prescribed formats along with the invoice duly countersigned by the Second party and the concerned ITDP for reimbursement of lodging and boarding cost of the residential trainers.

h) The remaining payment shall be released on achieving the certification of 70% placement of the candidates along with submission of physical completion reports. For placement of candidates of 70% and above at least for a period of three months. 100% of the balancetraining cost shall be released. But in either case the payments shall be made subject to the fulfillment of the following conditions name.

i. Submission of placement details of the placed person with post placement supporting documents
ii. Upon verification of genuineness of placement or cross checking by the ITDP/SRO CVC.
iii. Submission of UC along with the audit certificate in respect of the previous release amounts
iv. Invoice shall be raised by the Second Party accompanied by a copy of Pay Slip or Pass Book of the candidates.

h. If the Second Party fails to ensure genuine wage placement of even 49% of then Trained youths within three months of successful completion of training of three of the last five batches, the First Party shall withheld further release of training cost till the said milestone is achieved. However the said restriction shall not be applicable for release of lodging and boarding cost which shall be released to a batch to batch basis.

h. For all the above mentioned claims or payments, the Second Party shall raise its Invoice in the prescribe format and submit the same accompanied with the required Documents.

i. Second Party will be asked to discontinue the training in the particular trade / Center and will be paid only on pro rata basis if the outcome achievement over The period of one year in case of fresh entrants is unsatisfactory as defined below

1. 49% and below placement of those who have been certified with at least 50% minimum wage employment of the certified trainees within three of completion of training
2. 49% and below number of certified candidates

Kindly Note:

- The 3rd installment shall be released on successful completion of two months of employment and submission of placement details (salary slips duly countersigned both by the Employer as well as by the placed candidates and copy of updated bank pass book reflecting credit of salary) of the placed candidates.

- The organization shall be required to place the trained youth within three months of completion of training.

- Submission of utilization certificate along with the audit certificate in respect of the previous release amounts

- It is mandatory for the Training Providers to fill in the prescribed Format. The Training information in the online MIS at the time of starting the batch. Subsequently the PIA should fill in the details of placed candidates. Salaries and respective employers. No invoice should be raised until all the information relevant at the time of raising of invoice has been entered in the MIS application. Any invoice raised before the entry of information in MIS shall be summarily rejected.

- Along with placement reports in the prescribed Format, the Training Provider will be required to submit the list of placed candidates along with their designation and date of joining in the letter head of the Employer preferable Besides, the Training Provider will be required to furnish the copy of the first and second month salary ship of the placed candidate duly countersigned both by the Employer and the candidate himself and the copies of the first and subsequent pages of the Bank Pass book of the placed candidate in which the salary has been credited.

2.1 Selection of Sectors. Modules and Location

Eligible Agencies willing to partner with TRTI PUNEwith the above terms and conditions are requested to indicate their preference of districts, interest and capability in providing the services. They can opt for any market driven modules with wage employment potential out of the list of Modulus prescribed by MSSDS.

2.2 Memorandum of Understanding

TRTI PUNE would enter into a Memorandum of Understanding (MOU) with the selected Training agencies fulfilling the above mentioned required norms. The empanelled Placement cum Training Partners would need to provide the training and placement services in accordance with the standards, norms, terms and conditions stipulated in the MOU.

2.3 Evaluation criteria

2.3.1 Bidders who are eligible as per the clause 1.7 will be evaluated on their responses to

EOI submitted.

2.3.2 The selection for empanelment would involve an evaluation of Technical Proposal (PartA) and Technical Presentation (Part B).

2.3.3 Bidders who score at least 50 out of 70 possible marks in Part A (referred to as Shortlisted Bidders) shall qualify for making a technical presentation before the Selection committee.

2.3.4 Bidders shall be empanelled on the basis of obtained scores after aggregating the Scores awarded on the basis of technical proposal and technical presentation (Overall score).

2.3.5 The minimum qualifying marks for the empanelment is 70 out of 100

2.3.6 Evaluation weightage/criteria is given below

S. No.	Evaluation Criteria I Weightage	Maximum marks	Marks to be allotted	Document proof to be submitted
	PART A · TECHNICAL PROPOSAL			
I	**Average Annual Turnover in last five years from Skill Development & Training related activities (2016-17 to2020·21)**	15		1. Audited Annual financial statement 2. CA Certification for Financial details
	Average Annual Turnover below Rs.20 cr		10	
	Average Annual Turnover is above Rs.20 Cr		15	
II	**Operational Presence of the organization in Skill Development & Training sector**	15		Copies of work order/Project completion Certificate issued by the central Govt/State Govt/PSUs/Autonomous Bodies/Any Government Department,etc.
	No of States/UTs Covered: less than 10		10	
	No. of States/UTs Covered: Above 10		15	
III	**Number of candidates trained in last 5 years across India (2016·17 to 2020·21)**	10		1. Work order Trainingcompletion certificate by the client. 2. CA Certification for number of candidates trained
	Candidates trained from 1000 to 2000		05	
	Candidates trained more than 2000		10	

IV	**Active empanelment with PSUs/Autonomous Bodies/Central or Sate Govts for skill Development & Training**	10		MoU or Empanelment Certificate has to be submitted.
	Empanelled with one PSUs /Autonomous Bodies/Central or State Govt		5	
	Empanelled with more than one PSUs/Autonomous Bodies/central or State Govt		10	
V	**Number of youths trained & provided employment in employability linked program in last 05yrs (2016-17 to 2020-21)**	10		1. Work order/training completion certificate by the client. 2. CA Certification for number of candidates trained & given placements.
	candidates trained & provided employment from 1000 to 5000		5	
	Candidates trained & provided employment more than 5000		10	
Part B ,TECHNICAL PRESENTATION				
VI	•Brief about the Organization & Overallcapability of the Organization in similar projects	40	Evaluation by TRTI	
	•Standard Approach and Methodology for Skilling and innovative concepts of skill training			
	• Details of KeyHumanResource & Team Structure			
	Total	**100**		

Commissioner, TRTI PUNE reserves all rights to make a change in marking system of evaluation criteria.

2.4 General

The EOI document can be downloaded from the portal **https://mahatenders.gov.in**Short listing will be done strictly based on the information provided in the tabular format as against the minimum eligibility criteria. The agency has to provide supporting documents for credentials claimed in the tabular format.

The EOI addressed to the Tribal Research And Training Institute, Pune-411001. Must be delivered on or before **08/11/2021**by **5:00 P.M**. in a sealed envelope. The proposal received after due date shall not be considered. The envelope should bear the Category for which the proposal is being submitted.

- **Tribal Research And Training Institute, Punereserves the right without any obligation or liability to accept or reject any or all the proposals received in response to the EOI at any stage of the process, to cancel or modify the process or any part thereof or to vary of the terms and conditions at any time, without assigning any reason whatsoever.**

3. Bid Formats

3.1 Format – I: Details of the Bidder

(Page 1 of bid)

Name and Details of the Bidder and Authorized Representative.	
Name of Organization / Institution	
Category of Organization (As per Clauses 1.6 – Eligibility Criteria)	A1 / A2 / B / C / D
Regd. / Head Office Address.	
Phones	
Fax	
Mobile	
Website	
Addresses of Branch Officers (if any?) in Maharashtra.	
Phone	
Fax	
Mobile Nos. Email IDs	
Dates of Establishment	
Name of Authorized Representative	
Designation	
Mobile	
Email	
Whether blacklisted by any Government / Govt. Bodies	

Name: **Signature:**

Designation:
(Authorized Representative and Signatory) **(Company Seal)**

3.2. Format – II: Legal Constitution & Number of years of existence

(Table on Page 2 of bid + pages for supporting)

Parameter	Information	Supporting Documents	Page No.
Name of Company / Society / Trust and Existence	Certificate of Incorporation (Col) / Society Registration Certificate / Trust Certificate	Certificate of Incorporation (Col) / Registration (refer Table below for appropriate documentation	
Type of Organization	Private Limited Company / Public Limited Company / Partnership Firm / Proprietorship Firm / Society / Trust / Association		
Name of Registration Authority	ROC / Society / Trust	Registrar of Company (RoC) Return Copy (Last 05 FY)	
Registration No.	Corporate Identification Number (CIN)	Copy of CIN	
Date of Registration	Certificate of Incorporation (Col) / Society Registration Certificate / Trust Registration	Copy of Certificate of Incorporation (Col) / Society Registration Certificate / Trust Registration	
Place of Registration			
GST	GSTIN	Registration Certification	

Entity	*Supporting Documents Required*
Proprietorship Firm	Certificate of the Proprietorship duly certified by a Chartered Accountant.
Partnership Firm	Registered Partnership Dead / Certificate of the Partnership duly certified by a Chartered Accountant.
Private Limited Company	Certificate of Incorporation (Col) and MoA / AoA.
Public Limited Company	Certificate of Incorporation (Col) and MoA / AoA
Society / Trust / Association	Registration Certificate & Bylaws of Society / Trust Association.

Pages outlining supporting documents should be numbered and the page numbers should be clearly mentioned for all supporting documents in the above table, failing which the application is liable to be rejected.

3.3. Format – III: Eligibility Criteria

(Table on Page 3 of bid + pages for supporting)
Applicable for Category A (A1 and A2):
NSDC or TDD/MSSDSPartner Training Organizations

Criteria	Details	Supporting Documents	Page No.
Type of Organization		Certificate of Incorporation	
Training of NSDC / TDD/MSSDS	NSDC or TDD/MSSDSor both	Loan agreement from NSDCOR Latest Sanction Order from TDD/MSSDS	
State / Central government agencies undertaking vocational training programs		Documentary proof such as Certificate of Incorporation, MoA/AoA, registration certificate etc. depending on the type of organization.	

Applicable for Category A1 only:

S. No.	Detailed Address of Premise & contact details of the concerned person	Owned / Leased / Rented	Type of documentary proof submitted	Page No.

Note:

1. Address of Franchise / Sub-let centers shall not be considered.
2. TRTI PUNEreserves the right to conduct visits to such premise for verification prior to empanelment

Applicable for Category A2 only:

1. **The training Organization has operations in at least 2 States.**

S. No	State	Project	Date of Sanction	Type of documentary proof submitted	Page No.

Note:
Sanction Letters issued by the State / Central Government for implementation of Skill Development Programme must be submitted as proofs. Such document should not be older than 31.3.2015 and shall be in the name of the applicant only and not its parent or subsidiary organization.

2. **Plan of setting up training infrastructure (own / leased / rented) which shall be used for training purpose under TRTI PUNE.**

S. No.	District	Address	Name and contact details of the Owner	Space specifications

Note:

1. If such plan of setting up infrastructure is not completed within 2 months of signing of MoU. TRTI PUNEreserves the right to terminate the MoU without any further notice.

2. TRTI PUNEreserves the right to conduct visits to such premise for verification prior to empanelment

Applicable for Category B:

Training Organizations other than NSDC/TDD/MSSDS partners

Criteria	Details	Supporting Documents	Page No.
Type of Organization		Certificate of Incorporation	
Financial Standing (Turnover form conducting training programs)	FY 2016-17 to 2020-21 Avg. Turnover (Rs. In Lakh) – (Avg. of FYs 2016-17 to 2020-21	IT Returns and Audited Financial Statements for FY 2016-17 to 2020-21 Provisional Financial Statements for the FY 2020-21 may be submitted in case of absence of Audited Financial Statements for the FY 2020-21. CA certificate stating the Total Turnover and also the Total Turnover from programs must be provides. (refer Format IX)	
Number of candidates trained	FY 2016-17 to 2020-21 Total: (Sum of FYs 2016-17 to 2020-21	A list of 1000 candidates with four columns to be submitted for each year: first column should mention candidate name. second column should mention the course that the candidate completed, third column the date completion and the fourth column the mobile number of the candidate (refer Format IV)	
Number of Candidates placed	FY 2016-17 to 2020-21 Total: (Sum of FYs 2016-17 to 2020-21)	A list of 500 candidates with four columns to be submitted for each year: first column should mention candidate name, second column should mention the company where the candidate was placed, third column the date of placement and the fourth column should mention the mobile number of the candidate (refer Format V)	
Local infrastructure in Maharashtra (mandatory)	Local Address	Registered land deed / rental deed	

The training Organization has operations in at least 2 States (Maharashtra being one of the two.)

S. No.	State	Project	Date of Sanction	Type of documentary proof submitted	Page No.

Note:

Sanction Letters issued by the State / Central Government for implementation of Skill Development Programme must be submitted as proofs. Such document should not be older than 31.3.2015 and shall be in the name of the applicant only and not is parent or subsidiary organization.

Applicable for Category C: Industries

Parameter	Information	Supporting Documents	Page No.
Financial Standing (Turnover)	FY 2016-17 to 2020-21	IT Return and Audited Financial Statements for FY 2016-17,2017-18,2018-19,2019-20 and FY 2020-21. Provisional Financial Statements for the FY 2020-21 may be submitted in case of absence of Audited Financial Statements for the FY 2020-21. A CA certificate stating the Total Turnover must be provided (refer format X)	
	Avg. Turnover (Rs. In Lakh)- (Avg. of FYs 20216-17 to 2020-21)		
Candidates recruited	FY 2016-17 to 2020-21 Total:	A list of at least 300 employees working at present within the State – five columns to be submitted for each year: first column should mention employee name, second column should mention date of recruitment, third column job description, fourth column salary and the fifth column should mention the mobile number of the employee **(refer Format VI)**	

Applicable for Category D:

Professional and Education Institution

Parameter	Information	Supporting Documents	Page No.
Financial Standing (Turnover)	FY 2016-17 to 2020-21	IT Return and Audited Financial Statements for FY 2016-17 to 2020-21. Provisional Financial Statements for the FY 2020-21 may be submitted in case of absence of Audited Financial Statements for the FY 2020-21. A CA certificate stating the Total Turnover must be provided (refer format X)	
	Avg. Turnover (Rs. In Lakh)- (Avg. of FYs 2016-17 to 2020-21)		
	Total:		
Candidates admitted	FY 2016-17 to 2020-21 Total:	An average intake capacity of at least 300 students in the last five financial years in their ongoing regular courses: first column should mention date of admission, third column Branch/trade and fourth column should mention registration no. of the candidate**(refer Format VII)**	
Candidates recruited	FY 2016-17 to 2020-21 Total:	Should have a very good campus placement track record i.e. an average of at least 30 students over the last five years. First column should mention selected students name, second column should mention selected students name, second column should mention the name of the Company, third column date of selection and the fourth column should include the No. of job offer letter issued. (Refer Format-VIII).	

3.4. Format IV: Details of the candidates trained by the Bidder (Category-B)

S. No.	Name of the Candidate	Course Completed	Date of Completion (DD/MM/YYYY)	Mobile-Phone No. (Updated)

Note:

1. This format needs to be mandatorily followed. If any deviation is found the same shall not be considered for evaluation

2. All candidate name to be arranged in chronological order (date of completion). List must be separate for fivethe FYs.

3. Two lists of 1000 candidates each to be submitted for FY 2016-17 to 2020-21

3.5: Format V: Details of the Candidates placed by the Bidder (For category-B)

S. No.	Name of the Candidate	Company where placed	Date of Placement (DD/MM/YYYY)	Mobile-Phone No. (Updated)

Note:

1. This format needs to be mandatorily followed. If any deviation is found the same shall not be considered for evaluation
2. All candidate names to be arranged in chronological order (date of placement) List must be separate for last five FYs.
3. Two lists of 500 candidates each to be submitted for FY 2016-17 to 2020-21

3.6. Format VI: Details of the Employees working within the State (For Category-C)

S. No.	Name of the Candidate	Company where placed	Date of Placement (DD/MM/YYYY)	Mobile-Phone No. (Updated)

Note:

1. This format needs to be mandatorily followed. If any deviation is found the same shall not be considered for evaluation
2. All Employee names to be arranged in chronological order (date of recruitment). List must be separate for five of the FYs.
3. Two lists of 300 such Employees each to be submitted for FY 2016-17 to 2020-21

3.7. Format VII: Details of the Student admitted in the last 05 years (For category-D)

S. No.	Name of the Students	Year and Date of admission	Trade / Branch	Registration No. of the admitted candidates Issued by the University

Note:

1. This format needs to be mandatorily followed. If any deviation is found the same shall Not beconsidered for evaluation

2. All students' names to be arranged in chronological order (date of recruitment). List must beseparated for both the FYs.

3.8. Format VIII. Details of the Students recruited through Campus recruitment in the last 05 years (For category-D)

S. No.	Name of the Company	Name of the selected student	Date of Recruitment	Date of issue of job offer

Note:

1. This format needs to be mandatorily followed. If any deviation is found the same shall not be considered for evaluation.
2. All selected students names to be arranged in chronological order (date of recruitment.) List must be separate for the FYs.
3. Two lists of 30 such students each to be submitted for FY 2016-17 to 2020-21.
4. The copies of the job offer letter issued by the Company to be enclosed.

3.9. Format IX: Plan of Action for Placement linked training program

Name of the trade	Sector	MSSDS job Roles / Trades **	MSSDS Code/s	Duration of training#		Training fee as per scheduled categories	Lodging & boarding	Total Budget	No of Candidates to be trained in 2016-17 to 2020-21	No. of Training centers to be opened	Targeted districts of Maharashtra
				Duration in Hours	Duration in Month						

** List of MSSDS courses approved by NSDC
# Maximum Hours of training per day – 8 hours.

3.10. Format X: CA Certificate for category B

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

S. No.	Financial Year	Turnover / Receipts (in Rs. Lakhs)	
		Total	From conducting Training Programs
1.	2016-17		
2.	2017-18		
3.	2018-19		
4.	2019-20		
5.	2020-21		

Net worth as on 31.03.2021 (in Rs. Lakhs):

(Signature & Seal)

Certified by CA

3.11. Format XI: CA Certificate for category C & D

This is to certify the below details for the_____ (Organization Name)

S. No.	Financial Year	Turnover / Receipts (In Rs. Lakhs)
1	2016-17	
2	2017-18	
3	2018-19	
4	2019-20	
5	2020-21	

Net worth as on 31.03.2021 (in Rs. Lakhs):

(Signature & Seal)

Certified by CA

3.12. Format XII: Format for preference of location for imparting the Skill Trades

SI	District	Block

Categorization of cities for Residential Training Costs

SI	State	Cities classified as "X"	Cities classified as "Y"
1.	Maharashtra	Greater Mumbai (UA)	Amravati, Nagpur (UA0, Aurangabad (UA), Nasik (UA), Bhiwandi (UA), Pune (UA). Solapur, Kolhapur (UA)

All other cities / towns in State which are not covered by classification as "X" or "Y" are classified as "Z". The above categorization of cities / towns being adopted form the categorization taken Common Norms.

4. Abbreviations

AoA	Articles of Association
CA	Chartered Accountant
CIN	Corporate Identification Number
Col	Certificate of Incorporation
DGT	Directorate General of Training
EPF	Employees' Provident Fund
ESI	Employees State Insurance
FY	Financial Year
GoI	Government of India
GSM	Global System for Mobile Communications
GST	Goods and Services Tax
INR	Indian Rupees
IT Return	Income Tax Return
ITDP	Integrated Tribal Development Project.
MES	Modular Employable Skills
MoA	Memorandum of Association
TDD	Tribal Development Department.
MoU	Memorandum of Understanding
MSDE	Ministry of Skill Development And Entrepreneurship
NCVT	National Council for Vocational Training
NSDC	National Skill Development Corporation
ST	Scheduled Tribe.
TRTI	Tribal Research And Training Institute.
P & L	Profit & Loss
PIA	Project Implementing Agency
RDAT	Regional Directorate of Apprenticeship Training
RoC	Register of Company
ST	Scheduled Tribe.
MSSDS	Maharashtra State Skill Development Society.
RO CVC	Research Officer Caste Validity Committee.
SMC	Subject Matter Specialist
LOA	Letter Of Award.

5. List of ITDPs

SI.	District	ITDP
1	Nashik	Nashik
2	Nashik	Kalwan
3	Dhule	Dhule
4	Nandurbar	Nandurbar
5	Nandurbar	Taloda
6	Jalgaon	Yawal
7	Ahemdnagar	Rajur
8	Thane	Shahapur
9	Palghar	Jawhar
10	Palghar	Dahanu
11	Pune	Ghodegaon
12	Solapur	Solapur
13	Raigad	Pen
14	Mumbai	Mumbai
15	Amravati	Dharani
16	Akola	Akola
17	Yavatamal	Pusad
18	Yavatamal	Pandharkawada
19	Nanded	Kinwat
20	Hingoli	Kalamnuri
21	Aurangabad	Aurangabad
22	Nagpur	Nagpur
23	Chandrapur	Chandrapur
24	Chandrapur	Chimur
25	Gondia	Deori
26	Bhandara	Bhandara
27	Gadchiroli	Gadchiroli
28	Gadchiroli	Aheri
29	Gadchiroli	Bhamragad
30	Wardha	Wardha.

6. List of Trades as per the Cost Category prescribed

SI	Industry / sector	Sub Sector / Trades		
		Category I	Category II	Category III
1	Agriculture	Farm Machinery, Animal Husbandry, Farm Mechanization, Precision Farming, Fisheries and Allied Sector	Agriculture, Plantation, Horticulture, Floriculture, Poultry	Apiculture, Home Décor, Art- Bonsai, Flower, Waterfall, Minor Forest Product Processing and value Addition, Natural FiberProduct processing and value addition (Sericulture, Jute, Cotton, Hemp and Diversified products)
2	Apparel	Garment Manufacturing, Fashion Design	Garment Making	
3	Automotive	Manufacturing, Automotive Repair	Automotive Sales	
4	Beauty & Wellness		Spa and Wellness, Beauty Culture & Hair Dressing, Naturopathy	
5	BFSI			Banking, Accounting, Insurance
6	Capital Goods	Fabrication, Electro Mechanical		
7	Chemicals	Manufacture of Chemicals and bio-Chemicals, Plastics Processing	Fragrance Flavor& Perfume	
8	Construction	Construction Equipment, Fabrication	Paint, wood works Bamboo, Fabrication, Company	
9	Education & Skill Development		Education, Skill Development	Counseling Skills
10	Electronics System Design and Manufacture Refrigeration	Consumer Electronics – Sales & Service		

	And Air Conditioning			
11	Fast Moving Consumer Goods			Fast Moving Consumer Goods
12	Food Processing Industries	Food Processing Sectors		Food Processing Sectors such as Diary Products. Fruit & Vegetable Products, Cereals and Cereals Products, Food Grain (including milling), Edible oil and Fats. Meat and Meat Products. Fish and Fish Products. Sweets & Confectionery. Bread and Bakery. Spices and Condiment. Beverages. Aerated Water and Soft Drinks, P Packaging of Food Products
13	Furniture and Furnishing		Furniture Making	
14	Gems and Jewellery	Gems and Jewelry Manufacturing		
15	Green Skills	Renewable Energy		Rain water Harvesting, Green retail, Allied green skills
16	Handloom And Handicrafts	Handlooms	Brassware, Khadi, Carpet, Handicrafts	Handmade Paper and Paper Products, Home décor art, Ceramic Painting, Home Décor, Art wood
17	Healthcare	Medical & Nursing Healthcare Machine Technician	Community Healthcare, Healthcare, Assistants, Preventive (including Nutrition And Health Education and Health Counseling	Allied Healthcare
18	Instrumentation	Process, Instrumentation		
19	Iron & Steel	Foundry (including Sponge Iron)		
20	IT – ITES		Information and	

			Communication Technology	
21	Leather	Leather Footwear And Leather Sports Goods Manufacture		
22	Life Science	Manufacturing of Pharmaceuticals	Pharmaceutical Sales	
23	Logistics			Courier & Logistics
24	Management			Materials Management, Business & Commerce
25	Manufacturing	Production and Manufacturing		
26	Marine Engineering	Marine Engineering, Ship Construction		
27	Media & Entertainment	Animation	Production Support, Media, Printing	Film Production
28	Mining	Mining		
29	Music	Musical Instrument Manufacture	Instrument Music Service	
30	Plumbing	Plumbing		
31	Power and Energy	Electrical Industrial Electrician	Domestic Electrician	
32	Retail		Store Operation, FMCG	Retail
33	Rubber	Manufacturing	Rubber, Nursery / Plantation	
34	Security		Security, Fire and Safety Engineering	
35	Sports	Sports Goods Manufacture	Sports Service	
36	Telecom	Network and Infrastructure Management	Telecom Service Provider, Handset Sales and Service	
37	Textile	Spinning, Weaving, Textile, Knitting & Processing for Cotton, other Manmade & Synthetic Fibres		

38	Tourism & Hospitality	Food Production, Cooking	Hospitality, F & B Service & Housekeeping	Travel & Tourism
39	Traditional / Conventional Sectors	Glassware	Painting Toy Making	Clock and Watch Repair
40	Other Sectors	Any trade not covered in any of the categories above	Any trade not covered in any of the categories above	Any trade not covered in any of the categories above

The base cost for different sectors as follows:

1. Rs. 49.00 per hour of training for trades / sectors listed in Category I
2. Rs. 42.00 per hour of training for trades / sectors listed in Category II
3. Rs. 35.10 per hour of training for trades / sectors listed in Category III