

RfP: SUDAH/EST&P/2021-22/01

Request for Proposal (RfP)

For

EMPANELEMENT OF STP AGENCIES (INCLUDING TRAINING INSTITUTIONS / UNIVERSITIES/ NGOs) FOR IMPARTING TRAININGS UNDER EMPLOYMENT THROUGH SKILL TRAINING & PLACEMENT (EST&P) COMPONENT OF NATIONAL URBAN LIVELIHOOD MISSION (NULM)



State Urban Development Authority, Haryana (SUDA, H)
(Department of Urban Local Bodies, Haryana)
Bays No. 55-58 (2nd Floor), Sector-2, Panchkula (Haryana).

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RFP Summary

RFP: EST&P under DAY-NULM	Proposal Submission Due By: 03/12/2021, 5.00pm https://etenders.hry.nic.in
Purpose of RFP: The purpose of this RFP is to seek participation of eligible organizations in the Employment through Skill Training & Placement (EST&P) Component of Deendayal Antyodaya Yojna-National Urban Livelihood Mission (DAY-NULM) program of the Government of India, and to this end, empanel such organizations at the State level as Skill Training Providers (STPs) to organize skill training and placement program in 92 ULBs of the State as per the term of reference (TOR) given in this RFP document/ NULM guidelines.	
Project Overview: The Employment through EST&P Component under DAY-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 program as required by the market.	
Project Objectives: <ul style="list-style-type: none"> To provide an asset to the urban poor in the form of skills for sustainable livelihood. To increase the income of urban poor through structured, market-oriented certified courses that can provide salaried employment and / or self-employment opportunities which will eventually lead to better living standards and alleviation of urban poverty on a sustainable basis, and Ensure inclusive growth with increased contribution of skilled urban poor to the National Economy. 	
<ul style="list-style-type: none"> Number of Districts, ULBs and tentatively Skill Training Targets: Districts- 22 ULBs- 92 Target Tentative - 15000 	
Period of Empanelment: 03 years, based on the performance and as mutually agreed on the same terms & conditions.	
Scope of Work: To train and place tentatively 15000 eligible candidates from amongst the urban poor families in 92 ULBs of 22 Districts of the State of Haryana by the end of the financial	
Current Roadblocks and Barriers to Success <ul style="list-style-type: none"> Selection of appropriate candidates as their capability and Training courses Mobilization of willing and eligible candidates Candidate Mobilization Candidate Placement Candidate Post Placement Tracking year 2021-22. 	
Evaluation Criteria <ul style="list-style-type: none"> Since how long the organization has been registered Financial health of the organization Since how long the organization has been in the skill training business Performance of the organization regarding candidate training and placement during the past 3 years from 2017-18, 2018-19& 2019-20. Does the organization have training facilities already existing in the State Does the organization have SSC certified domain trainers already on board What the placement tie-up the organizations have for the proposed skill train. 	

Submission Requirements

Two envelope systems shall be followed, but bidders have to submit one envelope in physical i.e.

Envelope-A

- Proof of payment of RFP Document Fees at e-Tendering Portal
- Proof of payment of e-Services Charges at e-Tendering Portal
- Earnest Money Deposit (EMD) in the form of Bank Guarantee (Original)
- Power of Attorney in the name of the person executing the Bid, authorizing the Signatory of Member (Original)

Note: While making the Earnest Money Deposit (EMD) payment, the bidder is required to select YES under exemption column and has to upload the copy of Bank Guarantee against the provided column.

Envelope-B Technical Envelope to be submitted Online Only

- Response to Pre-Qualification Criteria along with the required supporting documents and all relevant Forms.
- Response to Technical Evaluation Criterion along with the required supporting documents.
- Technical Proposal along with the required supporting documents and all relevant Forms.
- Online submission of non-refundable Application fee of Rs 15,000/- + Non- Refundable e-Service Charges Rs.1180/- + GST Extra.
- An EMD(Earnest Money Deposit) in the form of Bank Guarantee of Rs 1,00,000/-
- Declaration that Proposal will remain valid for 180 days after the submission date indicated
- Declaration that a performance Bank Guarantee will be submitted by the RFP applicant at the time of signing of MoU in case his/her organization is selected for empanelment shall be as under:-

Sr. No.	Type of firm/Enterprises	Value of Performance Bank Guarantee
1.	Haryana based Firms: i. Haryana Based Micro and Small Enterprises (MSEs) ii. Haryana based other firms/enterprises	i. @0.2% of the order value of Rate Contract ii. @2% of the order value of Rate Contract
2	Other States/UTs Based firms	@3% of the order value of Rate Contract

Contact Information

SPOC: Addl. Mission Director, State Urban Dev. Authority, Haryana Panchkula.	Landline: 0172-2560316
Source of the availability of RFP Document	https://etenders.hry.nic.in
Non- Refundable e-Service Charges	INR 1,180/- (Indian Rupees One Thousand One Hundred and Eighty only) to be paid at e-Tendering Portal: https://etenders.hry.nic.in
Mode of Submission of RFP	https://etenders.hry.nic.in
Earnest Money Deposit (EMD): Rs 1,00,000/- (Indian Rupees One lakh only) in the form of Bank Guarantee. Note: While making the Earnest Money Deposit (EMD) payment, the bidder is required to select YES under exemption column and has to upload the copy of Bank Guarantee against the provided column.	

RFP Document Fees and Purchase of RFP Document

- Bidders shall download the RFP document from the e-Tendering Portal. Downloading of the RFP documents shall be carried out strictly in accordance with instructions provided on the e-Tendering Portal.
- RFP Document Fee shall be paid online. Instructions required to make payment of RFP Document Fee shall be available on e-Tendering Portal.
- Bidders are advised to maintain a copy of payment of their RFP Document Fee for future reference.
- Without the payment of the RFP Document Fee at the e-Tendering Portal, Bids shall be construed as incomplete and non-responsive, and shall not be considered for further evaluation- i.e. such Bids shall be rejected.
- RFP Document Fee is non-refundable and shall not be exempted for any category of Bidders.

Mode of Payment:

All payments with regard to this RfP submission have to be made as prescribed above.

Pre-Submission Queries:

Pre-Bid Meeting and Clarifications

Bidders Queries

- i. Any clarification regarding the RFP document and any other items related to this Project/engagement can be submitted to the SUDA,H as per the submission method and in accordance with timelines specified in the Datasheet.
- ii. Any requests for clarifications after the indicated Date and Time shall **NOT** be entertained by the SUDA,H. Further, the SUDA,H reserves the right to issue clarifications to Pre-bid Queries for Clarifications received.
- iii. Pre-bid Queries for Clarifications of only those Bidders shall be considered who submit the same through e-mail provided in the Datasheet. Pre-bid Queries for Clarifications received through any other medium shall **NOT** be considered for issuing clarifications.
- iv. It shall be **MANDATORY** to submit Pre-bid Queries for Clarifications in; both, PDF and Excel format (editable), along with Name and details of the Organization submitting the Pre-bid Queries for Clarifications as specified below.

v. Format for submission of Pre-bid Queries for Clarifications:

(Please email your queries latest by 18/11/2021 by 12.00noon to suda.haryana@yahoo.co.in)

Sr. No.	Name of Organization	Contact Mobile No.	email	Point of Clarification	Amendment	Section No.	Page No.
1.							
2.							
3.							

IMPORTANT DATES

Sr. No.	Milestone	Date& Time	Day
1.	Issue Date of RFP	12.11.2021	Friday
2.	Start Date of downloading RFP	12.11.2021 at 9:00 am	Friday
3.	Last date for the Submission of Pre- Bid Queries (online)	18.11.2021at 12:00 noon	Thursday
4.	Date, Time and Venue of Pre-bid Conference	Date: 18.11.2021 at 3.00 pm. Conference Hall, Directorate of Urban Local Bodies, Haryana, Bays No.11-14, Sector-4, Panchkula.	Thursday
5.	End Date and time of downloading the RFP Document	Date:25.11.2021 at 5:00 pm	Thursday
6.	End Date and Time for submission of online bids	Date:03.12.2021 Time: 5.00 pm Online submission of Proposal: https://www.etenders.hry.nic.in	Friday
7.	Last Date of Submission of Manual Document (Envelope-A)	06.12.2021 up-to 3.00 pm	Monday
8.	Date of opening of Technical Bids	07.12.2021 at 11.00 am	Tuesday

List of Abbreviation

1.	BPL	Below Poverty Line
2.	CBT	Capacity Building
3.	CMM	City Mission Manager
4.	CCN	Common Cost Norm
5.	CTC	Cost to Company
6.	DAY-NULM	Deendayal Antyodaya- National Urban Livelihood Development Mission
7.	DULB	Directorate of Urban Local Bodies, Haryana
8.	EST&P	Employment through Skill Training & Placement
9.	FY	Financial Year
10.	GoI	Government of India
11.	SUDA, H	State Urban Development Authority, Haryana
12.	ITI	Industrial Training Institute
13.	MIS	Management Information System
14.	MoMSME	Ministry of Micro, Small and Medium Enterprises
15.	MoU/ MOU	Memorandum of Understanding
16.	NSDC	National Skill Development Corporation
17.	NSQF	National Skill Qualification Framework
18.	NQR	National Qualification Register
19.	SSC	Sector Skill Councils
20.	AB	Assessing Bodies
21.	OBC	Other Backward Class
22.	PMEGP	Prime Minister's Employment Generation Program
23.	PwD	People with Disability
24.	RFP	Request for Proposal
25.	SC	Scheduled Cast
26.	SJSRY	Swarna Jayanti Shahari Rozgar Yojana
27.	SMART	Skill Management and Accreditation of Training
28.	SPOC	Single Point of Contact
29.	SSC	Sector Skill Council
30.	ST	Scheduled Tribe
31.	STP	Skill Training Provider
32.	SULM	State Urban Livelihood Mission
33.	TOR	Terms of Reference
34.	ULB	Urban Local Body

Letter of Invitation

1. The Client, State Urban Development Authority (SUDA), Haryana, is intended to invite Proposals for selection of Agencies (including Training Institutions/ Universities/NGOs) for imparting trainings in Employment through Skill Training & Placement (EST&P) component of National Urban Livelihood Mission (DAY-NULM) programme in various Cities/Towns of the State of Haryana in line with the guidelines of Ministry of Housing and Urban Poverty Alleviation, Government of India.
2. The SUDA,H may, at its own discretion can extend the date for submission of proposals. In such a case, all rights and obligations of the SUDA,H and applicant previously subject to the deadline will thereafter be subject to the deadline as extended.
3. The Client invites proposals from eligible public and private sector organizations for providing skill training, certification & placement to the urban poor in all ULBs selected under DAY-NULM. Please refer to the details of eligible organizations given in Section 2 of this RFP document.
4. Selected organizations will be empanelled for 03 years. However, work-order and MoU will be issued/executed on yearly basis. Therefore, performance of the empanelled organizations will be a key factor in being able to remain empanelled till the end of the empanelment period. Any organization lacking in performance will be de-empanelled forthwith. Criteria of performance mentioned here will be target achievement and adherence to the project stipulations and quality standards as prescribed in the RFP document and as laid down in NULM guidelines.
5. All information contained in this RFP document should be treated as confidential and the bid participants are required to limit dissemination on a need-to-know basis.
6. Please note that while all the information and data regarding this RFP is true to the best of the Client's knowledge, the Client holds no responsibility for the accuracy of this information and it is the responsibility of the Skill Training Provider to check the validity of data included in this document.
7. Empanelment of Skill Training Providers will be based purely on technical evaluation as per the criteria set in the RFP document and the information provided by the interested parties in their proposal.
8. Interested organizations may submit their proposal online in the prescribed format, in soft copy only, along with Non-Refundable RfP application fee of Rs.15,000/- (Rs. Fifteen thousand only)+Non-Refundable e-Service Charges Rs.1,180/- (Rs. One Thousand one hundred eighty) and refundable EMD of Rs.1,00,000/- (Rs One lakh only) in the form of Bank Guarantee and proof of EMD to be deposit in Hard Copy.
9. The envelope-A with the proof of online submission of RfP application fee of Rs. 15,000/- (Rs. Fifteen thousand only)+e-Service Charges Rs.1180/- (Rs. One Thousand one hundred eighty) before the due date and time should be submitted in the office of the **Mission Director, State Urban Development Authority, Haryana (Directorate of Urban Local Bodies Department) Bays No. 55-58 (2nd Floor), Sector-2, Panchkula**, after the due date and time shall not be considered.
10. Also, incomplete proposal in any respect shall be summarily rejected.
11. In case, due date for submission of tender happens to be a holiday, the due date shall be shifted to the next working day for which no prior intimation will be given.
12. The Proposal must declare and affirm that it will remain valid for 180 days after the submission date.
13. The Mission Director, State Urban Development Authority, Haryana reserves the right to accept or reject any or all proposals without incurring any obligation to inform the affected applicant/s.

**Mission Director,
State Urban Development Authority,
Haryana, Panchkula.**

Disclaimer

1. Though adequate care has been taken in the preparation of this Request For Proposal (RFP) document, the RFP applicant should satisfy himself/herself that the Document is complete in all respects. Intimation of discrepancy, if any, should be given to the SPOC immediately. If this office receives no intimation of discrepancy latest by 18/11/2021, it shall be deemed that the Request for Proposal Document is complete and final in all respects.
2. This RFP is neither an agreement nor an offer by the SUDA,H to the prospective RfP applicants or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their proposal for empanelment pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the SUDA,H in relation to the Employment through Skill Training & Placement (EST&P) Component of DAY-NULM. Neither SUDA, H, nor do their employees or consultants, make any representation or warranty as to the accuracy, reliability or completeness of the information in this RFP and it is not possible for SUDA,H to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP. Some of the prospective RFP applicants may have a better knowledge of the Program than others. Each prospective RFP applicant should conduct his own investigations and analysis and check the accuracy, reliability, and completeness of the information in this RFP and obtain independent advice from appropriate sources.
3. Information provided in this RFP to the RFP applicants is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The SUDA,H accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.
4. Neither SUDA,H nor its employees or consultants will have any liability to any prospective RFP applicant or any other person under the law of contract, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this RFP, any matter deemed to form part of this RFP, the award of the Program, the information and any other information supplied by or on behalf of SUDA,H or their employees, any consultants or otherwise arising in any way from the selection process for the Program.
5. SUDA,H also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any RFP applicant upon the statements contained in this RFP.
6. SUDA,H reserves the right to reject any or all the proposals submitted in response to this Request for Proposal (RFP) at any stage without assigning any reasons whatsoever.
7. SUDA,H reserves the right to change /modify/alter/amend any or all the provisions of this Request for Proposal (RFP).
8. SUDA,H shall have no liability for non-receipt of any communication from the RFP applicant to SUDA,H and vice-versa due to any technical delay or otherwise.
9. The issue of this RFP does not imply that the client is bound to select and shortlist the RFP applicant for Empanelment or award of work to the empanelled STPs Agencies, as the case may be, for the Program and SUDA,H reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.
10. The RFP applicant shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fee, expenses associated with any demonstrations or presentations which may be required by the client, or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the RFP applicant and the client shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a RFP applicant in preparation for submission of the Proposal, regardless of the conduct or outcome of the STP selection Process.

Sd/-
Mission Director,
State Urban Development Authority,
Haryana,Panchkula.

2. Details of RFP

1 Purpose of the RFP

The purpose of this RFP is to seek participation of eligible organizations in the (Employment through Skill Training & Placement) EST&P Component of DAY-NULM (Deendayal Antyodaya Yojna-National Urban Livelihood Mission) program of the Government of India (GoI), and to this end, empanel such organizations at the state level as STPs (Skill training Providers) to organize skill training and placement program in 92 ULBs of the state as per the TOR given in this RFP document/ NULM guidelines.

2 Eligible Organizations

For this RFP, following organizations are eligible to apply (Essential Eligibility Criteria):-

- 2.1** A government or quasi-government organization, department, or institute capable of conducting skill training such as Industrial Training Institutes (ITI), Polytechnic Colleges, technical university, HARTRON Franchise/training centre/Training Partner and having minimum average annual turnover of Rs. 100.00 lakh in last five financial years (2016-17, 2017-18, 2018-19, 2019-20 and 2020-21) or
- 2.2** A private sector training organization, registered as a company, or a society, or a trust, for minimum five years as on 31/03/2021 and, registered as training provider with National Skill Development Corporation (NSDC), Sector Skill Council (SSC) and having minimum average annual turnover of Rs. 100.00 lakh in last five financial years (2016-17, 2017-18, 2018-19, 2019-20 and 2020-21) and running a SMART (Skill Management and Accreditation of Training) accredited training centre, or a training provider engaged by any other Government Agency for the purpose of skill training.
- 2.3** Both the government and the private sector organizations need to have demonstrable proof of placement tie-ups in the form of commitment letters from prospective employers on their letter-head for the skill sector/trade they are proposing training program for.
- 2.4** Blacklisted organizations across the nation or those not meeting the above criteria will be ineligible to apply.
- 2.5** To apply in Consortium is also not allowed.

3 Period of Empanelment

- 3.1** Selected organizations will be empanelled for 3 years, extendable to 5 years.
- 3.2** However, work-order and MoU will be issued/ executed on yearly basis and non-performing/defaulting STPs will be de-empanelled at the earliest incidence of non-performance/default.

4 Project Overview

- 4.1** DAY-NULM (Deendayal Antyodaya Yojna- National Urban Livelihood Mission) is a government of India's flagship program to address the incidence of poverty among the urban poor. The program which was launched on 23rd September, 2013 by replacing the existing Swarna Jayanti Shahari Rozgar Yojana (SJSRY), strives to reduce poverty and vulnerability of the urban poor households by enabling them to access gainful self-employment and skilled wage employment opportunities, resulting in an appreciable improvement in their livelihoods on a sustainable basis, through building strong grassroots level institutions of the poor. The program also aims at providing shelters equipped with essential services to the urban homeless in a phased manner. In addition, the program would also address livelihood concerns of the urban street vendors by facilitating access to suitable spaces, institutional credit, social security, and skills to the urban street vendors for accessing emerging market opportunities.
- 4.2** The Employment through Skill Training & Placement (EST&P) Component under DAY-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 program as required by the market.

- 4.3 Most of us are aware that within the ecosystem of skill training, two things are of utmost importance- one is mobilization of the right mix of candidates, and two is post training placement of the candidates. If these two are well taken care of, rest of the things are likely to fall in line. Good mobilization enhances the chances of trainee retention throughout the skilling continuum, and good placement rate is what determines ultimately the success of a skill training program.
- 4.4 Challenges other than these are retention of candidates through the classroom training, as also during the post training employment period. Hence, good quality training keeping the trainees inspired and motivated is very important; equally important is to conduct post placement tracking of the candidates in order to ensure their career progression.
- 4.5 In case of self-employment, it is very important for the STPs to ensure a robust backward and forward linkage for the business activity of the candidate so that the entire skilling efforts result into gainful employment.

5 Project Objectives

The broader objectives of the Employment through Skills Training & Placement (EST&P) component are-

- 5.1 To provide an asset to the urban poor in the form of skills for sustainable livelihood.
- 5.2 To increase the income of urban poor through structured, market-oriented certified courses that can provide salaried employment and / or self-employment opportunities which will eventually lead to better living standards and alleviation of urban poverty on a sustainable basis, and
- 5.3 Ensure inclusive growth with increased contribution of skilled urban poor to the National Economy.

6 Scope of Work and Deliverables

- 6.1 To train, certify and place tentatively 15000 eligible candidates amongst the urban poor in 92 ULBs of 22 Districts of Haryana by the end of the FY 2021-2022 under Employment through Skill Training & Placement component of National Urban Livelihood Mission (EST&P-NULM). EST&P-NULM is designed to provide skills to the unskilled urban poor as well as to upgrade their existing skills. The programme 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 Programme intends to fill the gap between the demand and availability of local skills by providing skill training programmes as required by the market. The broader objective of the Employment through Skills Training & Placement (EST&P) Programme is:-
 - i The overall training infrastructure especially the training aids and equipment available should be as per National Skill Development Corporation (NSDC), Sector Skill Council (SSC) and Industry standards/benchmarks.
 - ii Trainers mandatorily registered on SMART with suitable qualification and experience should only be hired.
 - iii STPs should ensure the branding of training centres as per common guidelines issued from MoHUA and SUDA, H. Any training centre without branding would be liable to cancellation of current allocated and future targets.
 - iv The student and trainer enrolment should be linked to Aadhaar. However, no candidate should be denied admission for want of Aadhaar. It should be ensured that such candidates (without Aadhaar) are enrolled in Aadhaar by the Training Provider during the training period.
 - v Establishing Aadhaar Based Bio-metric System as per guidelines issued by MoHUA on www.nulm.gov.in should be followed strictly. It should also be ensured that AEBAS at every training centre is in working condition during the entire training program. **However, pandemic decision on enforcing Biometric attendance as per the guidelines of the Ministry of Home Affairs (MHA)/MoHUA/ Govt. of India (GoI)& the State Health Department. The attendance will be marked manually in the NULM-MIS everyday by the training centres (TCs), which will be monitored by the respective ULBs in the MIS.**
 - vi Duplicity of candidates or shifting of candidates (in training batches) would be

strictly avoided. A necessary action is liable if in case any such discrepancy is found during scrutiny of documents.

- vii Apart from the urban poor the members of SHGs and identified street vendors of urban areas shall also be considered for skill training.
- viii The empanelled Skill Training Providers in turn will create login details for their respective SMART Accredited training centres.
- ix The empanelled Skill Training Providers need to collect relevant documents such as urban resident proof i.e., Aadhar Card, Parivar Pehchan Patra, voter card, ration card, electricity bill, income certificate up to Rs.02.00 lakh (Two Lakh), which will determine the economic status of the beneficiary as urban poor.
- x The Skill Training Providers (STP) make ensure the mobilized/enrolment of the candidates only in SMART Accredited training centres.
- xi The empanelled Training Provider need to ensure that candidates meet the eligibility criteria to undertake the training for the relevant Qualification Pack(QP) & must ensure that the duration of training of the batch is as per the job role available on www.nqr.gov.in, NULM-MIS portal in compliance with QP/Common Norms Category as per the EST&P-NULM scheme guidelines.
- xii The Skill Training Providers (STP) make ensure that the data of the training candidates uploaded on NULM-MIS (i.e., name of the Candidates, Father's name, contact no. and the address etc.) should be correct and complete.
- xiii The empanelled Skill Training Provider will ensure the approval of the mobilized/eligible selected candidates from the concerned ULBs. The post approval of the selected candidates from the concerned ULBs and the STP creates the batches of the approved candidates on NULM-MIS portal.
- xiv The empanelled Skill Training Provider commences the training batches under intimation to the SUDA,H and the concerned ULB.
- xv The STP make ensure that each batch training the minimum number of hours of training per day is 4 hours and maximum 8 hours.
- xvi The empanelled Skill Training Provider must ensure that candidates are provided with the standard booklet/pamphlet consisting of information about the NULM scheme.
- xvii On the completion of the training batch (s) the STP would request to the concerned ULB to approve the attendance of the candidates. Thereafter, the STP closed the training batch (s) on NULM-MIS. The STP must ensure that 1st instalment received by the STP required to mark (Y) on NULM-MIS portal, thereafter the batch (s) forwarded to the Skill India Portal a unique SDMS batch id. Generated.
- xviii After the generation of the SDMS batch id the STP Agency would request to the Sector Skill Council (SSC) concerned to raise batch wise payment invoices. Such invoices shall be generated in the name of an authorized official, duly nominated by the Mission Director, SUDA, H.
- xix Minimum 70% attendance on NULM-MIS portal is mandatory for carrying out assessment/certification process.
- xx The STP Agency make ensure that the Assessment fee invoices to be submitted to the concerned ULB.
- xxi The STP Agency shall ensure to inform the SUDA,H as well as the concerned ULBs in advance about the scheduled assessment date or any modification thereon.
- xxii All the Skill Training Provider will maintain day-wise attendance record of the batch and provide it to the assessor during the assessments. The attendance record should be signed by the respective candidates during the assessment or maintained through an electronic/biometric attendance system and as per the instructions issued by the GoI and the State Govt. from time to time.
- xxiii The STPs will ensure adherence to the guidelines of MoHUA on conducting assessment through Sector Skill Councils/Skill India portal while following the terms

and conditions mentioned during the entire assessment and certification process of Skill India portal.

- xxiv STP shall ensure the video-recording of assessments in the presence of concerned ULB official as a primary proof for the assessment and certification.
- xxv Certification Data Upload on NULM MIS portal: STP Agency will be required to upload the Assessments along with the certificates of the successful candidates must be on NULM-MIS portal.
- xxvi The STP agency to ensure that the certificates to be distributed to the successful candidates within the defined time frame and the STP shall have the proof of certificate distribution (i.e., candidates receiving, photo during the distribution etc.).
- xxvii The STP Agency Employment (both wage employment and self-employment) on an annual basis of at least 70% of the successfully certified trainees within three months of completion of training, with at least 50% of the trainees passing out being placed in wage employment.
- xxviii The STP Agency shall also strictly adhere to the scheme guidelines for post-placement tracking of placed candidates.
- xxix Further, the STP Agency should strictly follow the guidelines issued by the Govt. of India and State Govt. from time to time for implementation of EST&P-NULM.

6.2 Skill development, under EST&P, is defined as any domain-specific demand-led skill training activity leading to employment or any outcome oriented activity that enables a participant to acquire a Skill, duly assessed and certified by an NSQF-approved independent third-party agency, which enables him/her to get wage/self-employment leading to increased earnings, and/or improved working conditions, such as getting formal certification for hitherto informal skills, and/or moving from informal to formal sector jobs or pursue higher education/training.

6.3 Under the Skill development programs, three types of training can be provided:

- a) Training of fresh entrants to the job market
- b) Reskilling or skill up-gradation of persons already engaged in an occupation
- c) Formal recognition and certification of persons who have acquired skills through informal, non-formal or experiential training in any vocational trade or craft, after imparting bridge course, if necessary.

6.4 The work of an STP would include mobilizing and registering eligible candidates from amongst urban poor/urban poor families for EST&P component of NULM, setting up/ running training centres in the allotted ULBs, organizing skill training program against the physical target of training as given in the work-order/ MoU post empanelment, organizing internal and third-party assessment and certification of the trainees, arranging trainee placement in wage based jobs or self-employment, ensuring trainee retention in the jobs placed, providing tracking and handholding support to the trainees trained and placed, continually monitoring and reviewing progress of the project, participating in the project review meetings, and reporting project progress and outcome to the NULM-MIS /SUDA,H concerned officials as per the ToR of this RFP/NULM/SSC guidelines.

6.5 As it is not possible for a single or for a few STPs to achieve this target within the stipulated timeframe of even less than a year, a judiciously arrived at number of STPs will be empanelled to ensure that on one hand the target becomes achievable within the time limit and on the other, each STP has a sizeable number of candidates to train.

6.6 Training centres will normally be setup by the STPs at the ULBs and District Headquarters both to enable easy access to local candidates; however, in such cases where necessary infra is not available at a specific ULB or the training target is too small, then STPs can setup a training centre at the adjoining/ closest ULB or at District Headquarters. In any eventuality, prior intimation to and permission of SUDA, H will be necessary.

6.7 Training of fresh entrants can be residential or non-residential depending upon the field requirement and the operational capability of the STP. Normally, a residential training centre needs to be opened at the District Headquarters for the candidates of the ULBs under it. However, prior intimation to and permission of SUDA,H will be necessary in this regard.

7. Skill Gap in different Districts of Haryana and tentative District-wise targets in different sectors:

7.1 A skill Gap Analysis has been carried out by National Skill Dev. Corporation (NSDC) in different States. As per Skill Gap Analysis (SGA) in Haryana, there is a huge Gap. The District-wise summarized SGA report is briefed in table given below. Based on Skill Gap Analysis (SGA), the District-wise different Sectors have been prioritized and tentatively District-wise targets for FY 2021-22 have been worked out as under:

District	Sector	Skill Gap as per SGA			Ten. target (Nos)
		Skilled	Semi-skilled	Total	
Ambala	Banking and Financial Services	867	2602	3469	100
Ambala	Construction	1666	3332	4998	125
Ambala	Retail	4597	4597	9194	250
Ambala Total		7130	10531	17661	475
Bhiwani	Communication	1301	3902	5203	100
Bhiwani	Construction	1030	2059	3089	100
Bhiwani	Healthcare	982	3928	4910	75
Bhiwani Total		3313	9889	13202	275
Ch. Dadri	Healthcare	-	-	-	100
Ch. Dadri Total					100
Fatehabad	Banking and Financial Services	443	1330	1773	50
Fatehabad	Construction	1621	3241	4862	125
Fatehabad	Healthcare	768	3072	3840	100
Fatehabad Total		2832	7643	10475	275
Faridabad	Healthcare	2121	8484	10605	300
Faridabad	IT&ITES	14236	33218	47454	1300
Faridabad	Transportations and Logistics	1499	23806	25305	700
Faridabad Total		17856	65508	83364	2300
Gurugram	Auto and Auto Components	2543	10173	12716	350
Gurugram	Banking and Financial Services	14773	44318	59091	1625
Gurugram	IT&ITES	9680	22588	32268	900
Gurugram Total		26996	77079	104075	2875
Hisar	Construction	2163	4326	6489	175
Hisar	Healthcare	1165	4659	5824	150
Hisar	Transportations and Logistics	603	9582	10185	275
Hisar Total		3931	18567	22498	600
Jhajjar	Construction	790	1580	2370	75
Jhajjar	Healthcare	864	3456	4320	125
Jhajjar	Transportations and Logistics	584	9266	9850	275
Jhajjar Total		2238	14302	16540	475
Jind	Construction	772	1545	2317	75
Jind	Healthcare	1014	4057	5071	150
Jind	Transportations and Logistics	406	6453	6859	175
Jind Total		2192	12055	14247	400

District	Sector	Skill Gap as per SGA			Ten. target (Nos)
		Skilled	Semi-skilled	Total	
Kaithal	Banking and Financial Services	441	1323	1764	50
Kaithal	Healthcare	891	3565	4456	125
Kaithal	Transportations and Logistics	401	6367	6768	200
Kaithal Total		1733	11255	12988	375
Karnal	Construction	894	1788	2682	75
Karnal	Healthcare	949	3798	4747	125
Karnal	Transportations and Logistics	510	8103	8613	250
Karnal Total		2353	13689	16042	450
K.Kshetra	Banking and Financial Services	629	1886	2515	75
K.Kshetra	Healthcare	879	3516	4395	125
K.Kshetra	Transportations and Logistics	444	7050	7494	200
K.Kshetra Total		1952	12452	14404	400
M.garh	Banking and Financial Services	223	670	893	25
M.garh	Healthcare	486	1945	2431	75
M.garh	Transportations and Logistics	272	4312	4584	125
M.garh Total		981	6927	7908	225
Mewat	Construction	1176	2352	3528	100
Mewat	Healthcare	905	3619	4524	125
Mewat	Transportations and Logistics	946	15021	15967	450
Mewat Total		3027	20992	24019	675
Palwal	Banking and Financial Services	2737	8212	10949	300
Palwal	Construction	1555	3110	4665	125
Palwal	Transportations and Logistics	632	10031	10663	300
Palwal Total		4924	21353	26277	725
P.Kula	Banking and Financial Services	9681	29043	38724	1000
P.Kula	IT&ITES	1613	3765	5378	150
P.Kula	Transportations and Logistics	262	4157	4419	125
P.Kula Total		11556	36965	48521	1275
Panipat	Construction	1862	3723	5585	150
Panipat	Healthcare	1391	5564	6955	200
Panipat	Transportations and Logistics	432	6863	7295	200
Panipat Total		3685	16150	19835	550
Rewari	Construction	809	1618	2427	75
Rewari	Retail	1317	1317	2634	75
Rewari	Transportations and Logistics	347	5512	5859	150
Rewari Total		2473	8447	10920	300
Rohtak	Banking and Financial Services	1176	3529	4705	125
Rohtak	Healthcare	496	1984	2480	75
Rohtak	Transportations and Logistics	593	9420	10013	275
Rohtak Total		2265	14933	17198	475
Sirsa	Healthcare	967	3869	4836	150
Sirsa	Retail	1855	1855	3710	100
Sirsa	Transportations and Logistics	387	6145	6532	175
Sirsa Total		3209	11869	15078	425
Sonepat	Banking and Financial Services	1565	4694	6259	175
Sonepat	Construction	3245	6490	9735	275
Sonepat	Transportations and Logistics	782	12410	13192	350
Sonepat Total		5592	23594	29186	800
Y.Nagar	Healthcare	653	2611	3264	100
Y.Nagar	Retail	2328	2328	4656	125
Y.Nagar	Transportations and Logistics	729	11574	12303	325
Y.Nagar Total		3710	16513	20223	550
Grand Total		113948	430713	544661	15000

Note: A Skill Gap Analysis has been carried out by National Skill Dev. Corporation (NSDC) in 2012. The DistrictCh. Dadri is the part of District Bhiwani during the skill Gap Analysis

7.2 Thus, the proposed skill training is provided in following Skill Sectors in different Districts of the State during 2021-22

Sr.No.	District	Sector	Ten. target (Nos)
1	Gurugram	Auto and Auto Comp.	350
2	Ambala, Fatehabad, Gurugram, Kaithal, K.Kshetra, M.garh, Palwal, P.Kula, Rohtak and Sonapat	Banking and Financial Services	3525
3	Bhiwani	Communication	150
4	Ambala, Bhiwani, Fatehabad, Hisar, Jhajjar, Jind, Karnal, Mewat, Palwal, Panipat, Rewari and Sonapat	Construction	1475
5	Bhiwani, Fatehabad, Faridabad, Hisar, Jhajjar, Jind, Kaithal, Karnal, K.Kshetra, M.garh, Mewat, Panipat, Rohtak, Sirsa and Y.Nagar,	Healthcare	2050
6	Faridabad, Gurugram and P.Kula	IT&ITES	2350
7	Ambala, Rewari, Sirsa and Y.Nagar	Retail	550
8	Faridabad, Hisar, Jhajjar, Jind, Kaithal, Karnal, K.Kshetra, M.garh, Mewat, Palwal, P.Kula, Panipat, Rewari, Rohtak, Sirsa, Sonapat and Y.Nagar	Transportations and Logistics	4550
		Grand Total	15000

8. Target achievement Schedule/Timeframe

8.1 The skill training by the STPs would be done in batches of minimum 20 and maximum 30 candidates. Duration and the number of hours of training would depend upon SSC guidelines for a particular trade of the training, which should not however be less than 200 hours as per NULM guidelines. This will mean that skill training of no such trade can be organized in this project of which SSC prescribed number of hours of training is less than 200.

8.2 It is important to know the above assumptions so that an STP can plan how many batches of a training would be required if the target is, say 2000 trainees till March 2022, and if each batch is of 30 trainees maximum- 20 trainees minimum, and of two to three months' duration. From this, an STP can also plan how many training centres, trainers, etc. he would require achieving the above target.

9. Tentative cost of Training worked out based on Skill Gap Analysis (SGA) for FY 2021-22.

The District-wise, Sectors-wise the following courses have been prioritized, and proposed for Skill Training based on Skill Gap Analysis (SGA), targets for FY 2021-22 as under:

District -Wise, Sector-wise, Course-Wise, Cost Category-wise based on Skill Gap (SGA)														
Sr. No.	District	Sector	Skilled	Un-skilled	Total	Ten. target (Nos)	Course Name	QP Code	NSQF Level	Cost Category (Common Norms)	Training Hours	Rate per Hr (Common Norms)	Estimated Cost (Rs. In lakh)	Alternative of Sector
1	Ambala	BFSI	867	2602	3469	100	Accounts Executive	BSC/Q8101	4	III	350	35.1	1228500	Banking & Financial Services
2	Ambala	Construction	1666	3332	4998	125	Helper Bar Bender and Steel Fixer	CON/Q0201	2	1	254	49	1555750	N.A
3	Ambala	Retail	4597	4597	9194	250	Retail Associate cum Cashier	RAS/Q0108	3	II	350	42	3675000	N.A
	Ambala Total		7130	10531	17661	475					954	126.1	6459250	-----
4	Bhiwani	Telecom	1301	3902	5203	100	Telecom Customer Care Executive - Call Center/Relationship Center	TEL/Q0100	4	II	304	42	1276800	Communication
5	Bhiwani	Construction	1030	2059	3089	100	Assistant Construction Painter & Decorator	CON/Q0502	3	1	286	49	1401400	N.A
6	Bhiwani	Healthcare				100	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	1260000	N.A
	Bhiwani Total		2331	5961	8292	300					890	133	3938200	-----
7	Ch. Dadri	Healthcare	Part of Bhiwani			75	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	945000	N.A
	Ch. Dadri Total		0	0	0	75					300	42	945000	N.A
8	Fatehabad	BFSI	443	1330	1773	50	Accounts Executive	BSC/Q8101	4	III	350	35.1	614250	Banking & Financial Services
9	Fatehabad	Construction	1621	3241	4862	125	Helper Bar Bender and Steel Fixer	CON/Q0201	2	1	254	49	1555750	N.A

District -Wise, Sector-wise, Course-Wise, Cost Category-wise based on Skill Gap (SGA)														
Sr. No.	District	Sector	Skilled	Un-skilled	Total	Ten. target (Nos)	Course Name	QP Code	NSQF Level	Cost Category (Common Norms)	Training Hours	Rate per Hr (Common Norms)	Estimated Cost (Rs. In lakh)	Alternative of Sector
10	Fatehabad	Healthcare	768	3072	3840	100	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	1260000	N.A
	Fatehabad Total		2832	7643	10475	275					904	126.1	3430000	0
11	Faridabad	Healthcare	2121	8484	10605	300	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	3780000	-----
12	Faridabad	IT&ITES	14236	33218	14445	1300	AI - Solution Architect	SSC/Q8108	8	II	244	42	13322400	N.A
13	Faridabad	Automotive	1499	23806	10605	700	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	10976000	Transportation & Logistics
	Faridabad Total		17856	65508	10605	2300					864	133	28078400	N.A
14	Gurugram	Automotive	2543	10173	12716	350	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	5488000	Auto & Auto Components
15	Gurugram	BFSI	14773	44318	59091	1625	Accounts Executive	BSC/Q8101	4	III	350	35.1	19963125	N.A
16	Gurugram	IT&ITES	9680	22588	32268	900	AI - Solution Architect	SSC/Q8108	8	II	244	42	9223200	N.A
	Gurugram Total		26996	77079	104075	2875					914	126.1	34674325	N.A
17	Hisar	Construction	2163	4326	6489	175	Helper Bar Bender and Steel Fixer	CON/Q0201	2	1	254	49	2178050	N.A
18	Hisar	Healthcare	1165	4659	5824	150	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	1890000	N.A
19	Hisar	Automotive	603	9582	10185	275	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	4312000	Transportation & Logistics
	Hisar Total		3931	18567	22498	600					874	140	8380050	N.A
20	Jhajjar	Construction	790	1580	2370	75	Helper Bar Bender and Steel Fixer	CON/Q0201	2	1	254	49	933450	N.A
21	Jhajjar	Healthcare	864	3456	4320	125	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	1575000	N.A
22	Jhajjar	Automotive	584	9266	9850	275	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	4312000	Transportation & Logistics
	Jhajjar Total		2238	14302	16540	475					874	140	6820450	N.A
23	Jind	Construction	772	1545	2317	75	Helper Bar Bender and Steel Fixer	CON/Q0201	2	1	254	49	933450	N.A
24	Jind	Healthcare	1014	4057	5071	150	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	1890000	N.A
25	Jind	Automotive	406	6453	6859	175	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	2744000	Transportation & Logistics
	Jind Total		2192	12055	14247	400					874	140	5567450	-----
26	Kaithal	BFSI	441	1323	1764	50	Accounts Executive	BSC/Q8101	4	III	350	35.1	614250	N.A
27	Kaithal	Healthcare	891	3565	4456	125	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	1575000	N.A
28	Kaithal	Automotive	401	6367	6768	200	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	3136000	Transportation & Logistics
	Kaithal Total		1733	11255	12988	375					970	126.1	5325250	-----
29	Karnal	Construction	894	1788	2682	75	Helper Bar Bender and Steel Fixer	CON/Q0201	2	1	254	49	933450	N.A
30	Karnal	Healthcare	949	3798	4747	125	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	1575000	N.A
31	Karnal	Automotive	510	8103	8613	250	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	3920000	Transportation & Logistics
	Karnal Total		2353	13689	16042	450					874	140	6428450	-----
32	Kurukshetra	BFSI	629	1886	2515	75	Accounts Executive	BSC/Q8101	4	III	350	35.1	921375	Banking & Financial Services
33	Kurukshetra	Healthcare	879	3516	4395	125	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	1575000	N.A
34	Kurukshetra	Automotive	444	4050	4494	200	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	3136000	Transportation & Logistics
	Kurukshetra Total		1952	9452	11404	400					970	126.1	5632375	-----
35	M.garh	BFSI	223	670	893	25	Accounts Executive	BSC/Q8101	4	III	350	35.1	307125	Banking & Financial Services
36	M.garh	Healthcare	486	1945	2431	75	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	945000	N.A

District -Wise, Sector-wise, Course-Wise, Cost Category-wise based on Skill Gap (SGA)														
Sr. No.	District	Sector	Skilled	Un-skilled	Total	Ten. target (Nos)	Course Name	QP Code	NSQF Level	Cost Category (Common Norms)	Training Hours	Rate per Hr (Common Norms)	Estimated Cost (Rs. In lakh)	Alternative of Sector
37	M.garh	Automotive	272	4312	4584	125	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	1960000	Transportation & Logistics
	M.garh Total		981	6927	7908	225					970	126.1	3212125	-----
38	Mewat	Construction	1176	2352	3528	100	Helper Bar Bender and Steel Fixer	CON/Q0201	2	1	254	49	1244600	N.A
39	Mewat	Healthcare	905	3619	4524	125	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	1575000	N.A
40	Mewat	Automotive	946	15021	15967	450	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	7056000	Transportation & Logistics
	Mewat Total		3027	20992	24019	675					874	140	9875600	-----
41	Palwal	BFSI	2737	8212	10949	300	Accounts Executive	BSC/Q8101	4	III	350	35.1	3685500	N.A
42	Palwal	Construction	1555	3110	4665	125	Helper Bar Bender and Steel Fixer	CON/Q0201	2	1	254	49	1555750	N.A
43	Palwal	Automotive	632	10031	10663	300	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	4704000	N.A
	Palwal Total		4924	21353	26277	725					924	133.1	9945250	-----
44	PanchKula	BFSI	9681	29043	38724	1000	Accounts Executive	BSC/Q8102	5	III	350	35.1	12285000	Banking & Financial Services
45	PanchKula	IT&ITES	1613	3565	5178	150	AI - Solution Architect	SSC/Q8108	8	II	244	42	1537200	N.A
46	PanchKula	Automotive	262	4157	4419	125	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	1960000	N.A
	PanchKula Total		11556	36765	48321	1275					914	126.1	15782200	-----
47	Panipat	Construction	1862	3723	5585	150	Helper Bar Bender and Steel Fixer	CON/Q0201	2	1	254	49	1866900	N.A
48	Panipat	Healthcare	1391	5564	6955	200	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	2520000	N.A
49	Panipat	Automotive	432	6863	7295	200	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	3136000	Transportation & Logistics
	Panipat Total		3685	16150	19835	550					874	140	7522900	-----
50	Rewari	Construction	809	1618	2427	75	Helper Bar Bender and Steel Fixer	CON/Q0201	2	1	254	49	933450	N.A
51	Rewari	Retail	1317	1317	2634	75	Retail Associate cum Cashier	RAS/Q0108	3	II	350	35.1	921375	N.A
52	Rewari	Automotive	347	5512	5859	150	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	2352000	Transportation & Logistics
	Rewari Total		2473	8447	10920	300					924	133.1	4206825	-----
53	Rohtak	BFSI	1176	3529	4705	125	Accounts Executive	BSC/Q8101	4	III	350	35.1	1535625	Banking & Financial Services
54	Rohtak	Healthcare	496	1984	2480	75	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	945000	N.A
55	Rohtak	Automotive	592	9420	10012	275	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	4312000	Transportation & Logistics
	Rohtak Total		2264	14933	17197	475					970	126.1	6792625	-----
56	Sirsa	Healthcare	967	3869	4836	150	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	1890000	N.A
57	Sirsa	Retail	1855	1855	3710	100	Retail Associate cum Cashier	RAS/Q0108	3	II	350	42	1470000	N.A
58	Sirsa	Automotive	387	6145	6532	175	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	2744000	Transportation & Logistics
	Sirsa Total		3209	11869	15078	425					970	133	6104000	-----
59	Sonepat	BFSI	1565	4694	6259	175	Accounts Executive	BSC/Q8101	4	III	350	35.1	2149875	Banking & Financial Services
60	Sonepat	Construction	3245	6490	9735	275	Helper Bar Bender and Steel Fixer	CON/Q0201	2	1	254	49	3422650	N.A
61	Sonepat	Automotive	782	12410	13192	350	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	5488000	Transportation & Logistics
62	Yamuna Nagar	Healthcare	653	2611	3264	100	Hospital Front Desk Coordinator	HSS/Q6101	4	II	300	42	1260000	N.A
63	Yamuna Nagar	Retail	2328	2328	4656	125	Retail Associate cum Cashier	RAS/Q0108	3	II	350	42	1837500	N.A
64	Yamuna Nagar	Automotive	729	11574	12303	325	Automotive Welding Machine Operator (Manual and Robotics)	ASC/Q3102	3	I	320	49	5096000	Transportation & Logistics
	Yamuna Nagar Total		3710	16513	20223	550					970	133	8193500	-----
	Grand Total		112965	423585	463791	15000					19576	2822.1	198374750	-----

9.1 This project is an on-going activity of the Mission from year to year.

9.2 However, post empanelment of the STPs, the expected start date is likely to be 15.12.2021 and the expected completion date for the same project cycle for the FY 2021-2022 would be 31st March 2022, within which duration 15000 candidates must be trained.

10. Evaluation Criteria & Methodology.

10.1 Evaluation of Pre-Qualification Criteria:

- a) Evaluation of Pre-Qualification Criteria shall be the first step in the Bid Evaluation process. Evaluation of Pre-Qualification Criteria shall be conducted after Preliminary Examination of Bids is completed.
- b) In this part, responses submitted by Bidders to Pre-Qualification Criteria shall be reviewed for determining the eligibility of Bidders for this Project. Evaluation shall be conducted in accordance with the Pre-Qualification Criteria. In case of **NO response** by Bidders is received to any of the Pre-Qualification Criteria specified, then such Bidders shall be disqualified from Bid Evaluation process.
- c) Bidders are expected to follow instructions specified in this RFP for responding to the Pre-Qualification Criteria. Responses not found to be as per instructions specified in this RFP shall be liable to be rejected and may lead to disqualification of the respective Bidder from Bid Evaluation process.

10.2 Evaluation Criteria:

10.2.1 Pre-qualification/Eligibility

This invitation to bid is open to all organizations meeting the following eligibility Criteria:

Sr. No.	Eligibility Criteria	Documents/Proof Required
(a) Govt. institutions or Agencies directly entered in MoA/MoU with Govt. of India and having minimum average annual turnover of Rs. 100.00 lakh in last five financial years (2016-17, 2017-18, 2018-19, 2019-20 and 2020-21).		
1.	Ministry of Housing & Urban Affairs, GoI entered into MOU with National level Agencies in the Skill training space like National Skill Development Corporation (NSDC), Sector Skill Councils(SSC), Autonomous Institutes under Ministries of Govt. of India, Industrial Groups for skill training and placement. Or Govt. Institutes such as Industrial Training Institutes (ITI), Polytechnic Colleges, Technical Universities, HARTRON Franchise/training centre, etc. Or Training Partners of National Skill Development Corporation (NSDC) and training providers engaged by any other Government Agency for the purpose of skill training	i. Self-attested coloured legible copy of registration certificate as Firm/Society/Company/NGO and certificate under appropriate law/ Act and valid PAN and GST Nos. and ii. Self-attested coloured legible copy of Memorandum of Understanding (MoU) signed with Ministry of Housing & Urban Affairs validity upto 31.03.2022. Or Self-attested coloured legible copy of document/proof of Govt. ITI/Polytechnic/ HARTRON Training Partner/Government Entity. Or Self-attested coloured legible copy of document/proof of Training Partners of (NSDC) and training providers engaged by any other Government Agency validity upto 31.03.2022
(b) Other Agencies having minimum average annual turnover of Rs. 100.00 lakh in last five financial years (2016-17, 2017-18, 2018-19, 2019-20 and 2020-21).		
i.	Agency should have proper Firm/Company/NGO Regn. No., GST, TAN and PAN under appropriate Act/Law	Self-attested coloured legible copy of registration certificate under appropriate law/Act.
ii.	Agency should be operative in the State on or before 01.04.2016.	Self-attested legible copy of work order issued/contract agreement signed on or before 01.04.2016.
iii.	The Agency have track record of placement of its trained and certified candidates under any Govt. scheme (including EST&P-NULM) in any three years during last five financial years (2016-17, 2017-18, 2018-19, 2019-20, 2020-21).	The Certificate (supported with MIS report of concerned Govt. scheme) issued by Nodal Officer of Govt. Department/ Agency.
iv.	As on date of submission of bid, the bidder should not have	Self-declaration on an affidavit of Rs. 100/-.

	been barred/blacklisted or under a declaration of ineligibility for any reason by any Government (Central or State Government)/Semi Government/Public Sector entity of GoI/any State Govt.	
v.	The bidder should have submitted the Tender document fee (non-refundable) + E-service charges and the EMD as mentioned in the RFP.	Proof of deposit of EMD + Tender Fee + E-Service charges and EMD in form of BG.

10.2.2 Technical Bid Evaluation:

- In this part, the technical bid will be reviewed for determining the eligibility of the bidder for the Project and to ascertain Compliance of the Technical bids with the Tender terms and conditions, technical requirements and scope of work as defined in this RFP.
- In case of no response by the bidder to any of the requirements with regard to the contents of the Technical Bid, he shall not be assigned any marks for the same
- Technical bid of the bidder shall be opened and evaluated for acceptability. The bidders shall respond to the requirements as explained below for their evaluation with regard to experience and qualification. Also, the bidder shall refer and respond to all requirements as mentioned in the RFP document. The evaluation process would also include a presentation of technical proposal by the bidder.
- The bidder would be technically evaluated out of 100 marks. All the bidders who secure overall minimum of 70% will be considered as technically qualified for empanelment.
- Technical Evaluation shall be on the basis the following parameters and associated marks:

1. Preferences in to agencies having direct empanelment						Max. Mark
A	Ministry of Housing & Urban Affairs, GoI entered into MOU with National level Agencies in the Skill training space like National Skill Development Corporation (NSDC), Sector Skill Councils (SSC), Autonomous Institutes under Ministries of Govt. of India, Industrial Groups for skill training and placement. Or					70
B	Govt. Institutes such as Industrial Training Institutes (ITI), Polytechnic Colleges, Technical Universities, HARTRON Franchise/training centre/Training Partner, etc. Or					70
C	Training Partners of National Skill Development Corporation (NSDC) and training providers engaged by any other Government Agency for the purpose of skill training.					70
Note: The Agency(ies) of above preference category(ies) may also obtain score upto technical max. 30 marks from the following criteria (marks scored over above 30shall be ignored) in order to present their maximum technical strength.						
2. Other than above categories						
Sr. No.	Description	Max. Marks	Benchmarks			Marks
1.	Since how long the organization has been operational as 01.04.2021 in the State.	15	a.	Below 5 years	00 Marks	
			b.	Between 5-7 years	10 Marks	
			c.	Above 7 years	15 Marks	
2.	Average annual Turn-over of the Agency during last five financial years (2016-17, 2017-18, 2018-19, 2019-20 and 2020-21).	20	a.	Below 100 lakh	00 Marks	
			b.	Equal or above 100 lakh, but less than 150 lakh.	05 Marks	
			c.	Equal or above 150 lakh, but less than 200 lakh.	10 Marks	
			d.	Equal or above 200 lakh, but less than 250 lakh.	15 Marks	
			e.	Equal or above 250 lakh	20 Marks	
3.	Since how long the organization has been	20	a.	Below one year	00 Marks	
			b.	Above 01, but less than 03 years	10 Marks	

	imparting skill training under different Government sponsored schemes as on 31.03.2021.		c.	Above 3 years, but less than 05 years	15 Marks
			d.	Above 5 years	20 Marks
4.	Training Performance under Govt. sponsored any programmes/schemes of the organization during the past five years (2016-17, 2017-18, 2018-19, 2019-20 and 2020-21).	15	a.	Below 200 candidates	00 Marks
			b.	Equal or above 200, but less than 500 candidates	02 Marks
			c.	Equal or above 500, but less than 750 candidates	05 Marks
			d.	Equal or above 750, but less than 1000 candidates	8 Marks
			e.	Equal or above 1000 candidates	10 Marks
5.	Placement performance in percentage of the organization against the candidates trained and certified under EST&P-NULM during the past 5 years (2016-17, 2017-18, 2018-19 and 2020-21). Note: (The minimum number of trained & certified candidates should be 500 or above in these last five years, placement=>250 candidates will only be eligible for marks)	20	a.	Below 50%	00 Marks
			b.	Between 50% to 69%	10 Marks
			c.	Between 70% to 85%	15 Marks
			d.	Above 85%	20 Marks
6.	Does the organization have SSC certified domain trainers already on board	10	a.	No	00 Marks
			b.	Yes	10 Marks
	Total Marks	100			

Supporting Documents required:

Sr. No.	Description	Supporting Documents required
1. Preferences in to agencies having direct empanelment		
A	Ministry of Housing & Urban Affairs, GoI entered into MOU with National level Agencies in the Skill training space like National Skill Development Corporation (NSDC), Sector Skill Councils (SSC), Autonomous Institutes under Ministries of Govt. of India, Industrial Groups for skill training and placement. Or	Self-attested coloured legible copy of Memorandum of Understanding (MoU) signed with Ministry of Housing & Urban Affairs, which should be valid upto 31.03.2022.
B	Govt. Institutes such as Industrial Training Institutes (ITI), Polytechnic Colleges, Technical Universities, etc. Or	Self-attested coloured legible copy of document/proof of Govt. ITI/ Polytechnic/ Govt. Entity.
C	Training Partners of National Skill Development Corporation (NSDC) and training providers engaged by any other Government Agency for the purpose of skill training.	Self-attested coloured legible copy of document/proof of Training Partners of (NSDC) and training providers engaged by any other Government Agency subject to its validity upto 31.03.2022
Note: The Agency(ies) of above preference category(ies) may also technical score upto max. 30 marks (marks scored over above shall be ignored) from following criteria in order to present their maximum technical strength.		
2. Other than above categories		
1.	Since how long the organization has been operational as 01.04.2021 in the State.	Self-attested legible copy of oldest work order issued/contract agreement signed.
2.	Average annual Turn-over of the Agency during last five financial years (2016-17, 2017-18, 2018-19, 2019-20 and 2020-21).	Chartered Accountant (CA) certified average annual turnover supported with audited financial statements financial years for last five (05) financial years (2016-17, 2017-18, 2018-19, 2019-20 & 2020-21).
3.	Since how long the organization has been imparting skill training under different Government sponsored schemes as on	Self-attested legible copy of work order(s) issued/contract

Sr. No.	Description	Supporting Documents required
	31.03.2021.	agreement(s) signed clearly indicating term of each work order/contract agreement along-with extensions, if any, granted for proving the continuity.
4.	Training Performance under Govt. sponsored any programmes/ schemes of the organization during the past five years (2016-17, 2017-18, 2018-19, 2019-20 and 2020-21).	The Certificate(s) in respect of candidates trained and certified under different Govt. sponsored programmes/ schemes duly supported with MIS report of concerned Govt
5.	Placement performance in percentage of the organization against the candidates trained and certified under EST&P-NULM during the past 5 years (2016-17, 2017-18, 2018-19 and 2020-21). Note: (The minimum number of trained & certified candidates should be 500 or above in these last five years, placement=>250 candidates will only be eligible for marks)	The Certificate(s) in respect of Nos candidates trained and certified, out of which Nos and percentage (against the Nos. of certified candidates) under EST&P-NULM during the past 5 years (2016-17, 2017-18, 2018-19 and 2020-21) duly supported with MIS report of concerned Govt. scheme, issued by Nodal Officer of concerned Govt. Department/Agency.
6.	Does the organization have SSC certified domain trainers already on board	Self-attested training centre/town-wise details of SSC certified domain trainers already on board duly supported with a copy(ies) of a valid certificate issued of concerned SSC for this purpose to domain trainers on their board.

- f) All the eligible and technical qualified (scoring marks 70 or above) will be issued a letter of empanelment for three years i.e., FY 2021-22, 2022-23 and 2023-24, which is extendable for two years based on satisfactory performance of the agency during empanelment period. However, it does not mean commitment of awarding/allocating of target under EST&P-NULM. The Mission Director reserve the right to withdraw the empanelment of any or all the Agency(ies) without assigning any reason(s)

10.2.3 Procedure of awarding/allocating targets under ESTP-NULM.

- Each Agency will be allocated only one District and that Agency shall be responsible for timely commencement, completion, certification of targeted numbers of beneficiaries in the ULBs/towns of that particular District.
- The Agencies (including Agencies of preferred categories) scoring 90 or above marks will be given option to select the Districts (including Districts having million plus population). In case of multiple claims for any District(s), the decision of the Mission Director, SUDA, Haryana based on Agency's **"Proposal for Annual Plans"** will be final and acceptable to all the parties.
- The Agency scoring between 81 and 89 will be given preference in the left-out towns (including Districts having Municipal Corporation towns).
- The remaining District(s) will be allocated to remaining empanelled STP Agency based on their projections and in case it is found that any Agency has not capability to achieve the target of a District than other empanelled Agency shall be allocated target in the town, which are likely not to be covered by the previous Agency.
- However, in case of multiple claims for any District(s), the decision of the Mission Director, SUDA, Haryana will be final and acceptable to all the parties.

10.2.4 Submission of proposal for the allotted District(s):

The empanelled STP Agency, whom the target for District(s) have been allocated, will prepare a final District and town-wise project proposal having complete details of training courses and batch & project cost, (with time schedule for commencement of all the batches, completion & certification of candidates of all the batch as well as with placement schedule) in the formats provided at **Annexure-VI**.

10.2.5 Signing of contract agreement:

Based on the approved proposal, the STP Agency shall submit Bank Guarantee in favour of Mission Director, State Urban Development Authority, Haryana, Panchkula valid for a period over and above 12 month of contract period. It is made clear that the STP Agency shall be required to submit Bank Guarantee for each financial year against the fresh target allocated for each financial year based on approved proposal. Accordingly, the contract agreement will be afresh for each financial year.

11. Cost and Payment Norms

11.1 The base cost with effect from 01/01, 2021 for training will be as follows:

Category 1- Rs. 49.00/hour

Category 2- Rs. 42.00/hour

Category 3- Rs. 35.10/hour

Please refer to www.nqr.gov.in/ NULM-MIS / CNN guidelines for the list of trades as per the above cost categories.

11.2 The hourly rates shall be inclusive of cost components such as:

- 1) Mobilization of candidates
- 2) Post-placement tracking/monitoring
- 3) Curriculum
- 4) Placement expenses
- 5) Trainers' training
- 6) Equipment
- 7) Amortization of Infrastructure costs/ Utilities
- 8) Teaching Aid
- 9) Raw material
- 10) Salary of trainers

11.3 In case of residential training, board and lodging costs can be reimbursed to the STPs as per actual subject to a maximum per trainee per day costs as per the table given below:

X category cities	Rs.375
Y category cities	Rs.315
Z category cities	Rs.250
Any area not notified as a municipal/town area	Rs.220

Please refer to NULM/ CNN guidelines for the list of cities categorized as above.

Note: Boarding and lodging costs will be provided in following instances:

- Residential trainings, and/or
- In respect of all skill development training programs where trainees from Special Areas (as defined in NULM guidelines) are trained outside these Special Areas, and/or

Training programs anywhere in the country where women trainees have to travel more than 80 kms from their homes to reach the nearest training centre and who are availing of boarding and lodging arrangements made for them.

Third Party Certification & Assessment Costs:-

11.4 To ensure independent and unbiased assessment and certification of trained candidates, costs for certification and assessment shall be payable to an NSQF approved independent third-party agency for conducting assessments and certifications. This amount shall be over and above the Base Cost, and shall range from Rs. 600/- to Rs. 1500/- per candidate decided by SUDA, H.

11.5 Transport/Conveyance costs-

Transport/Conveyance cost for the candidates including, PwDs & Women, upon successful completion of non-residential skill training programs, and after certification, will be reimbursed the cost incurred in travelling to and from the training centre at the following rates:

Training centre within District of domicile	Rs. 1000/- per month
Training centre outside the District of domicile	Rs. 1500/- per month

11.6 Post placement support for wage employment: In order to enable the newly skilled persons from special groups (except PwDs) to settle into their new jobs/vocations under wage employment, post placement support would be provided directly to the candidate at the rate of Rs 1500/- per month for the following durations:

PPS @ Rs.1500 per month per person	Men	Women
Placement within District of domicile	1 month	2 months
Placement outside the District of domicile	2 months	3 months

In case of PwDs, post placement support will be as follows:

PPS @ Rs.3000 per month per person	Men/women
Placement within District of domicile	2 months
Placement outside the District of domicile	3 months

All payments in this regard will be made only when the placement is made within three months of certification and when the placement of the candidate has been duly validated.

11.7 Additional incentives to STPs:

In order to encourage the STPs who exceed the prescribed outcomes, the following additional incentives should be provided:

- For every candidate, where outcome achievement is above 70% and up to 85%, the STP should be paid an amount of Rs.3000/- per candidate.
- For every candidate where outcome achievement is above 85%, the Training provider should be paid an additional amount of Rs. 5000/- per candidate.

11.8 Supports for Uniforms:

For candidates undertaking training under EST&P, support for uniforms is permissible as under

- Rs. 1000/- per candidate in case of a training course having duration of 6 months or less, and
- Rs. 2000/- per candidate in case of a training course having duration of more than 6 months.
- In case of support for Uniforms to PwDs, Rs. 3000/- per PwD candidate, which includes one pair of shoes or other assistive clothing, two pairs of uniforms and need based assistive aids shall be permissible irrespective of the duration of the course.

11.9 Personal Assistive Aids:

Each PwD candidate shall be eligible for up to Rs. 5000/- for personal assistive aids. such as wheelchairs, callipers, hearing aids and software such as Jawa/other speech interpretation, other reading software etc.

11.10 Schedule of Release of Payment:

The payment shall be made in Indian Rupees through Portal for Affordable credit and interest Subvention Access (PAiSA Portal) at City level or at SUDA, H level as per decision of the Mission Director. For using PAiSA Portal the all STP Agency must registered on NULM-MIS. The STP will provide correct details like name of entity GST, Bank Account Number, PAN, e-mail, mobile, Addresses etc. at the time of their profile entry on NULM-MIS.

The invoice, duly signed by the Authorized person of STP, will be uploaded on PAiSA portal. Each invoice created by STP on PAiSA portal must have an, **“unique invoice number”** and that should also be mentioned on signed copy of invoice. Invoices will be generated as per payment scheduled mentioned below:

Instalment and % of cost	Output parameter
1st instalment: 30%	STP should generate training fees invoices for validated candidates of the eligible batches through PAiSA portal only. All the batches, which have 70% of candidates attendance at any given day within 21 working days from the batch start date with be considered as exhibit batch for invoice generation & submit the following documents: <ul style="list-style-type: none"> • Beneficiary’s approval letter (NULM-MIS) verified by of EO/Secy/Town Nodal Officer of concerned ULB. • 1st 21 days satisfactory Bio-Metric attendance of the training batch. • Satisfactory Inspection Report within 21 days after the commencement of the batches by the concerned ULB.
2nd Instalment: 50%	The payment invoice will be generated after certification of the trainees. On receipt of the Certificates from Skill India Portal (SIP) to NULM-MIS through API, system will automatically mark the passed candidates as certified on NULM-MIS and the same will be communicated to the PAiSA portal through API.
3rd Instalment: 20%	Based on the skill training outcome as described in training outcome in section 15.6 and as per details given below : <ul style="list-style-type: none"> • Training Provider shall be eligible for 100% payment if outcome achievement is 70% and above as per clause 2A of EST&P-NULM Guidelines. • Training Provider will be paid on pro-rata basis on achievement of 50-69% placement of those who have been certified with at least 50% minimum wages of the certified trainees within three months of completion of training in case of fresh entrants.

The above payment schedule is subject to the following:

- It is applicable only for fresh training payment norms shall be decided by SUDAH for other category(ies) of training in view of the guidelines/directions issued by GoI in this regard.
- The second tranche of 50% will be calculated on the basis of cumulative 80% payment candidates actually certified.
- The dropouts will not be considered for 2nd and 3rd tranche. The 1st tranche payment of the dropouts will be adjusted in next tranche.

11.11 In case of geographies/sectors and trainee groups where the training cost is significantly higher than the norms specified in these guidelines, the Training providers are free to pool additional funding support from State Governments, Corporates, Employers, philanthropic Institutions etc. However, such dovetailing of funds shall need the prior approval of the client.

12. Terms of Reference (ToR)

The scope of work as mentioned in section 6 (**Para-6.1**) of this RFP would be governed by the following terms and conditions and/or by NULM/CNN/NCVET/NSDC/NSQF/SSC guidelines/PMKVY/MoSD&E, Guidelines.

12.1 Training Methodology

- a. Training for fresh entrants will be minimum 200 hours (including practical and/or on the job training) except where prescribed by any Statute or as specifically approved by the Ministry. However, for any course beyond 200 hours of duration, exact number of training duration hours will be as per NULM-MIS Portal/www.nqr.gov.in/SSC guidelines.
- b. The maximum and minimum number of hours of training permissible per day is 8 hours and 4 hours respectively. In case of residential training, however, a minimum of 8 hours training per day is mandatory.

- c. In case of reskilling or skill up-gradation of persons already engaged in an occupation, trainings will be of a minimum duration of 16 hours including practical and/or on the-job training, depending on the number of Nos being covered.
- d. Formal recognition through certification of persons, who have acquired Skill through informal, non-formal or experiential training in any vocational trade or craft, will be done, after imparting bridge courses, if required.
- e. Soft skills (which would include computer literacy, language, and workplace interpersonal skills relevant for the sector/trade) are integral part of the Qualification Packs under NSQF.
- f. Additionally, inputs should also be given on financial literacy (savings, credit, subsidy, remittance, insurance, and pension) and entitlements of poor under other components of NULM and other Central/State schemes for social benefits and poverty alleviation.
- g. All training centres mandatory SMART Accredited in three star rating to have training staff, and training and IT infrastructure as per SSC guidelines for a specific course or as per the norms of NSDC SMART Accredited & affiliated Training centre.
- h. All training centres to take Aadhar based Bio-metric attendance of the trainees and the training staff twice on daily basis and to do its daily updation on the NULM MIS.
- i. The STP shall at all times maintain proper documentation at the training centre of all processes associated with the training and placement program such as inception report, placements report, post placements report, staff & trainees' attendance report, visitors register, etc. and make the same available for inspection and verification by the client.
- j. The client's functionaries will be inspecting training centres during the batch period and the information will be collected in a prescribed proforma containing various parameters such as quality of training, infrastructure, faculty, attendance, environment etc. A log of such inspections shall be maintained for each training course by the STP and the client both.
- k. The training centre shall be located within the municipal area of ULB or as decided by client.

12.2 Course Curriculum

- a. All Skill Development courses offered under the EST&P must conform to the National Skills Qualification Framework (NSQF)/SSC. All STPs under EST&P would need to comply with this requirement of the NSQF, failure to do which would lead to their de-listing by the empaneling/approving authority.
- b. All training providers would have to organize their courses/programs to ensure alignment with NSQF levels in accordance with the implementation schedule given in the NSQF notification.

12.3 Candidate Mobilization

- a. Eligible candidates for ESTP program must be from amongst the urban poor families only.
- b. STPS will have to mobilize eligible candidates for the training from the notified municipal area of the ULB in which the training would be organized. STPs can seek help of SULM/ULBs in getting the list of eligible urban poor households from where to mobilize prospective candidates for the training.
- c. Candidate mobilization in terms of number of candidates to be mobilized should be done keeping in view the training target and incidence of candidate drop-out at various stages of skill-training.

13 Candidate Eligibility and Selection

The candidates selected for training under EST&P component of NULM should be from the urban poor households only. The following conditions need to be adhered to in selection of the candidate:–

- a. S/he should not have undergone skill development training under the SJSRY /NULM in any other trade during the last 3 years. However, such candidates can be provided advanced training on the skills acquired in any previous training.

- b. The candidate should meet the minimum qualification as per requirement of the training curriculum approved by the State Executive Committee.
- c. Candidates for the training will be selected in the demographic and socio-economic ratio such as SC/ST/OBC/Women/Minority etc. as per NULM/Govt. of India guidelines. Prior permission of SULM must be taken in case candidates are not available as per the required demographic and socio-economic ratio for a particular training course/trade/batch.
- d. The percentage of SC and ST candidates being trained should not be less than the percentage of SC and ST population in the town. Out of the total beneficiaries for the State/UT under EST&P; minimum 30% should be women, minimum 15% should belong to the Minority community and minimum 3% of the candidates should be differently abled.
- e. However, based on the trade and area of implementation, if the above requirement of minimum percentage cannot be fulfilled through common training programs, specific training programs targeting the above vulnerable communities maybe undertaken by the STP in consultation with SULM.
- f. Registration of candidates must be done using NULM MIS

13.2 Candidate Assessment & Certification

- a. SSC will conduct assessment of all the trained candidates with a minimum attendance of 70% at the end of the training period. The STP shall comply with all the certification norms and should work in coordination with certifying agency during assessment.
- b. The STP should approach SSC and follow the procedure established by them to conduct candidate assessment and obtain NSQF compliant certificates for candidates successfully trained under NULM.
- c. The STP must inform before the date and time of assessment to concerned ULB as well as SUDA, H. The STP would request to concerned ULB concerned official and ensure his presence during assessment.
- d. The STP Agency shall provide the attendance of the candidates at the time of assessment and take the sign & stamp of the assessor on the assessment attendance sheet.
- e. Each candidate undertaking training under EST&P component of NULM should be awarded a certificate issued by NSQF approved independent third-party agency, which in this case is SSC.
- f. STPs will be responsible for re-training and re-assessing if any candidate fails in assessment and the cost of retraining/ re-assessing the unsuccessful candidates shall be borne by the STP.
- g. Video recording of candidate assessment process is to be done compulsorily.

13.3 Training Outcome

It is important that the skill training programs by STPs result into tangible outcomes as envisaged. Outcomes of skill training of fresh candidates must include the following:

- a. Employment (both wage employment and self-employment) on an annual basis of at least 70% of the successfully certified trainees within three months of completion of training, with at least 50% of the trainees passing out being placed in wage employment and 20% in self-employment.
- b. In case of wage employment, candidates shall be placed in jobs that provide wages at least equal to minimum wages prescribed and such candidates should continue to be in jobs for a minimum period of three months, with not more than a 10-day break, from the date of placement in the same or a higher level with the same or any other employer.
- c. For the purpose of wage employment, enrolment of candidates for apprenticeship and Work permit (work visa) for overseas employment would also be treated as proof of employment. In case the employer pays minimum wages in terms of Cost

to Company (CTC), at least 80% of CTC should comprise cash in hand, of the candidate.

- d. In case of self-employment, candidates should have been employed gainfully in livelihood enhancement occupations which are evidenced in terms of trade license or setting up of an enterprise or becoming a member of a producer group or proof of additional earnings (bank statement) or securing a relevant enterprise development loan or any other suitable and verifiable document, showing an income of Rs 15,000/- over the period of six months or any verifiable proof of self-employment, prescribed by SULM.
- e. Formal recognition and certification of persons who have acquired skills, through informal, non-formal or experiential training in any vocational trade or craft (after imparting bridge courses if necessary) should provide an appropriate increase in wages in the skill category of the candidate for immediate and subsequent production cycle in case of wage employment or meet the conditions under (d.) above in case of self-employment to be treated as the outcome of this effort.

13.4 Post Training Support & Handholding

- a. **Micro-enterprise:** For candidates interested in setting up micro-enterprises, the STPs shall be responsible to assist in setting-up the micro enterprise within 3 months of successful completion of the training. The STPs shall provide support for proposal writing, ensure credit from banks, provide support for availing subsidy to candidates regarding any of the micro-enterprise development schemes such as SEP component under NULM, Prime Minister's Employment Generation Programme (PMEGP) under Ministry of Micro, Small and Medium Enterprises (MoMSME), Cluster Development Schemes under MoMSME or any other such scheme.
- b. **Financial Inclusion:** The STP shall also facilitate the opening of Basic Saving Bank Deposit account for all the candidates who do not have a bank account.

13.5 Post Training Tracking

- a. The details of all the candidates of a batch have to be fed into the MIS to qualify as successful tracking of candidates.
- b. All trainees (applicable for candidates placed both in wage employment and self-employment) are to be tracked (once every month) for a period of 12 months in case of fresh entrants from the date of completion/certification of training with respect to their career progression, retention, and other parameters. Persons who have been certified for their acquired skills through informal, non-formal or experiential learning, will also be tracked.
- c. The parameters to be tracked during this period are:
 - i. Placement should be within 3 months of completion of training.
 - ii. Once placed, remuneration/ incremental remuneration per month.
 - iii. Whether continues to work in the same or higher job role till end of the tracking period (whether with same or different employer).
 - iv. If there are periods of unemployment between different jobs, duration of such gaps and reason for leaving earlier job without having a job in hand.

13.6 MIS and Reporting

- a. The STP shall have the responsibility of regular reporting on progress of training, placement, and micro-enterprise establishment to the ULB and SULM on a regular basis on the DAY-NULM MIS as per NULM norms/advised from time to time.
- b. In the spirit of proactive disclosure of information and ensuring transparency under DAY-NULM, key progress reports under EST&P will also be made available on the public domain in a timely manner.
- c. The skill training candidates entire data to be available on NULM-MIS only to be considered (candidates, Attendances, Assessment, Result, Successful candidates certificates and Placement, wage employed etc.).

13.7 Role and Responsibilities of STPs

- a. Undertaking market scanning to assess employment potential and tying-up for Placements in reputed Industries prior to starting the batches to be trained. It

should only start the course, when forward linkages for placement up to 70 % of batch strength are ensured.

- b. Setting up NSDC SMART Accredited training centres against the sanctioned courses in the proposed ULBs, and maintaining their infrastructure.
- c. Imparting domain and soft skill training in the identified employment sector as per the work order/MOU/MOA.
- d. Ensuring the quality in the training as per the NSQF level standards and specifications with minimum quantifiable guaranteed skills as per the course delivered.
- e. Undertaking regular candidate assessment during training and updating the same in NULM MIS portal.
- f. Coordinating with potential employers and industrial networks for candidate placement.
- g. Providing placements to all the trained/CERTIFIED candidates.
- h. Facilitating opening of saving bank account and Aadhaar card of the candidates not already having them.
- i. Maintaining candidate placement records such as appointment letter, salary-slip, bank statement detail, etc. and submit to ULB/SULM.
- j. Post placement counselling and retention for at least 12 months.
- k. Organizing extracurricular activities for wholesome personality development of trainees after the daily training hours.
- l. Updating all training data in the NULM MIS portal on a regular basis.
- m. To carry out any other task as assigned by SULM/ULB from time to time.

13.8 Role and Responsibilities of the Client/ SULM/ ULBs

- a. To identify and counsel suitable unemployed urban youths based on their qualification, aspirations, mobility, skill gap etc. and provide the list of suitable candidates to STPs. Candidate Mobilization is STP work.
- b. To carry out skill gap analysis to identify courses with employment potential.
- c. To release payments as per Paisa Portal Guidelines subject to the completion and achievement of all deliverables and milestones.
- d. To appoint a nodal officer to supervise the training and other project activities on day to day basis.
- e. To monitor and assess quality of training and ensure that the trainings are held as per agreement & guideline of DAY-NULM with the second party.

14 FORCE MAJEURE AND TERMINATION AND RESOLUTION OF DISPUTES

If any dispute arises between parties, then these would be resolved in following ways:

14.1 Force Majeure

- 14.1.1** Where the performance by the agency and its obligations under this Contract is delayed, hindered or prevented by an event or events beyond the reasonable control of the agency and against which an experienced agency could not reasonably have been expected to take precautions, the agency shall promptly notify the Client in writing, specifying the nature of the force majeure event and stating the anticipated delay in the performance of this Contract.
- 14.1.2** From the date of receipt of notice given in accordance with, the Client may, at its sole discretion, either suspend this Contract for up to a period of 6 months ("the Suspension Period") or terminate this Contract forth with or extend the term of contract upto a reasonable period to give adequate time to complete the project/work.

- 14.1.3** If by the end of the Suspension Period the Parties have not agreed to a further period of suspension or re-instatement of the Contract, this Contract shall terminate automatically.
- 14.1.4 Suspension or Termination without Default of the Agency**
The Client may, at its sole discretion, suspend or terminate this Contract at any time by so notifying the agency and giving the reason(s) for such suspension or termination.
- 14.1.5** Where this Contract has been suspended or terminated pursuant to the agency shall:
- a. take such steps as are necessary to terminate the provision of the services, in a cost-effective, timely and orderly manner; and
 - b. provide to the Client, not more than 60 days after the Client notifies the Agency of the suspension or termination of this Contract an account in writing, stating:
 - i. any costs due before the date of suspension or termination;
 - ii. any costs incurred by the Agency after the date of suspension or termination, which the Agency necessarily incurred in the proper performance of this Contract and which it cannot reasonably be expected to avoid or recover.
- 14.1.6** Subject to the Client's approval, the Client shall pay such amount to the agency within 30 days of receipt from the Agency of an Invoice in respect of the amount due.
- 14.2.1 Suspension or Termination with Default of the agency**
- 14.2.2** The Client may notify the agency of the suspension or termination of this Contract where the Services or any part of them are not provided to the satisfaction of the Client, giving the reasons for such dissatisfaction and, in the case of suspension, the action required by the Agency to remedy that dissatisfaction and the time within which it must be completed.
- 14.2.3** Where this Contract is suspended and the Agency subsequently fails to remedy the dissatisfaction, the Client may terminate this Contract forthwith.
- 14.2.4** The Client may, without prejudice to its other rights, including but not limited to the right to claim for costs and losses incurred terminate this Contract forthwith where:
- a) the Agency or any member of the Consultant's Personnel, either directly or
 - b) through their servants or agents, breaches any of their obligations under this Contract, or the Agency or any member of the Consultant's Personnel has committed an offence under the Prevention of Corruption Acts 1988 or the National Security Act 1980 or in breach of this Contract; or
 - c) the Agency is an individual or a partnership or a joint venture and at any time:
 - i. become bankrupt; or
 - ii. is the subject of a receiving order or administration orders; or
 - iii. makes any composition or arrangement with or for the benefit of the Consultant's creditors; or
 - iv. makes any conveyance or assignment for the benefit of the Consultant's creditors; or
 - d) The Agency is a company and:
 - i. an order is made or a resolution is passed for the winding up of the Consultant; or
 - ii. a receiver or administrator is appointed in respect of the whole or any part of the undertaking of the Consultant.
 - e) the Agency is a partnership or joint venture or a company and there is a Change in Control. However, the Contract will continue if the Client states that it has "no objection" to the continuation of the Contract after the Change in Control.

14.2.5 Where this Contract is terminated in accordance with this Clause, or because of change in CV without prior approval from the Client, the Agency shall without prejudice to the Client's other remedies, take any steps necessary to terminate the provision of the Services in a timely and orderly manner but shall not be entitled to any further payment in relation to this Contract.

14.2.6 In case of termination of contract the client will be forfeited the Bank Guarantee

15. GENERAL PROVISIONS

15.1.1 Variations:

- a) In case of non-performance, non-compliance, deficiency in quality of services, subletting/ training-in-franchise mode, or any deliberate breach of contract by the STP at any point of association, the client will have the right to cancel the empanelment, or the contract, or both forthwith and if necessary, the client may also take punitive action against the STP as per NULM guidelines/law of contract.
- b) In normal condition during the implementation period, other than breach of contract and where no liabilities remain due, both parties can terminate the contract in case they do not wish to continue association by giving three months' prior notice in writing. In this case the contract may also be ended earlier than 3 months if both the parties agree to do so.

15.1.2 Earnest Money Deposit:

- a) If the RFP applicant has participated in the selection process and deposited the EMD amount, EMD will be refundable only after signing of MOU. In case Bidder has been selected for empanelment but refuses to Sign the MOU, in that case the EMD will be forfeited in full.
- b) EMD of unsuccessful Bidders will be refunded within 30 days of the publication of the final list of Empanelled STPs declared by the SUDA, H.

15.1.3 Performance Guarantee:

- a) Empanelled STP will submit the specified amount of Performance Guarantee along with the MOU Agreement. Post MoU If the empanelled STP has been allotted the target by the Client, but the STP fails to start the training batches within the stipulated time, then the client can forfeit the Performance Guarantee of the Empanelled STP.

15.1.4 Anti-corruption Measure

- a) Any effort by RFP Applicant(s) to influence the Client in the evaluation and ranking of technical Proposals, and recommendation for award of Contract, shall result in the rejection of the Proposal
- b) A recommendation for award of Contract shall be rejected if it is determined that the recommended applicant has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question. In such cases UADD shall blacklist the applicant either indefinitely or for a stated period, disqualifying it from participating in any future RFP of the department.

15.1.5 Amicable Settlement

The parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this contract or its interpretation. Performance of the Contract is governed by the terms and conditions of the Contract, however at times dispute may arise about any interpretation of any term or condition of Contract including the scope of work, the clauses of payments etc. In such a situation either party of the contract may send a written notice of dispute to the other party. The party receiving the notice of dispute will consider the Notice and respond to it in writing within 30 days after receipt. If that party fails to respond within 30 days, or the dispute cannot be amicably settled within 60 days following the response of that party, then the second Sub-clause of resolution of disputes shall become applicable.

15.1.6 Resolution of Disputes

In case dispute arising between the SUDA,H and the Agency, which has not been settled amicably, the Agency can request the SUDA,H to refer the dispute for Arbitration under Arbitration and Conciliation Act, 1996. Such disputes shall be referred to the Principal Secretary, Urban Local Bodies Department, Haryana. The Indian Arbitration and Conciliation Act, 1996 and any statutory modification or re-enactment thereof, shall apply to these arbitration proceedings. Arbitration proceedings will be held at Chandigarh, Haryana. The decision of the arbitrator shall be final and binding upon both the parties. All arbitration awards shall be in writing and shall state the reasons for the award. The expenses of the arbitration as determined by the arbitrator shall be borne by the Agency. However, the expenses incurred by each party in connection with the preparation, presentation shall be borne by the party itself.

15.1.7 All legal disputes between the parties shall be subject to the jurisdiction of the Courts situated in Chandigarh.

Proposal Submission Format

16. COVERING LETTER

Technical Bid- Covering Letter

<<On Bidder Letterhead>>

Date:

To,

The Mission Director,
State Urban Dev. Authority, Haryana
Bays No.55-58 (2nd Floor), Sector-2, Panchkula.
Dear Sir or Madam

Sub: Tender No (-----)-Request for Proposal for empanelment of agencies (including Training Institutions/Universities/NGOs) for imparting trainings under employment through skill training & placement (EST&P) Component of National Urban Livelihood Mission (NULM).

Dear Sir,

I, the undersigned, offer to provide the Skill Training Services for [Insert title of assignment] in accordance with your Request for Proposal dated [Insert Date] and our Proposal. I am hereby submitting this proposal sealed under a separate envelope. I hereby declare that I have read the Instructions to the STPs as given in the RFP. I hereby declare that all the information and statements made in this proposal are true to the best of my knowledge and belief, and accept that any misleading information contained in it may lead to our disqualification.

I undertake, if our Proposal is accepted, to initiate the Skill Training Services related to this assignment not later than the date indicated in the Data Sheet. I, however, understand that you are not bound to accept any proposal you receive.

I hereby declare and solemnly affirm that we as an organization or in any respect have not been debarred or blacklisted by any central or state government agency.

I hereby also declare that at no point of our association with the project, subletting or training work in-franchise mode will be attempted at by us and in case we are found guilty, necessary action may be taken against us by you at the earliest.

I am submitting the RFP/proposal for the following Districts/ULBs/Training Sectors/Training courses as per the list provided in the RFP document-

Sr. No.	Name of the Districts	Name of the ULBs/Towns	Training Sectors	Training Courses

Yours faithfully,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Organization/Agency: Address:

16.1 PROPOSAL**16.1.1 Legal Constitution /Particulars of the Bidder**

Organization Name:	
1. Name and address of the bidder	
2. Incorporation status of the reputed Firm/Society/Company NGO (under relevant act)	
3. Name of Registering Authority:	
4. Registration No.:	
5. Date of Registration:	
6. Place of Registration:	
7. Status of Agency's operational in State of Haryana: Note: Self-attested legible copy of oldest work order issued/contract agreement signed.	
8. Complete Address (Permanent and Correspondence along-with contact person and telephone, fax numbers and email address):	
9. P.A.N. (Attach a photo-copy as per Compliance Sheet for Pre-Qualification Proposal)	
10. G.S.T No. (Attach a photo-copy as per Compliance Sheet for Pre-Qualification Proposal)	
11. Status of Agency for according preference as per EST&P-NULM guidelines: a National level Agencies in the Skill training like NSDC, SSC, Autonomous Institutes under Ministries of Govt. of India, Industrial Groups Or b Govt. Institutes such as Industrial Training Institutes (ITI), Polytechnic Colleges, Technical Universities, etc. Or c Training Partners of National Skill Development Corporation (NSDC) and training providers engaged by any other Government Agency for the purpose of skill training. Note: Please attach supporting document as mentioned under eligibility/pre-qualification criteria	
12. Any other important information	
i. _____	
ii. _____	
iii. _____	
iv. _____	

For and on behalf of Bidding agency: (Seal)

Signature of authorized signatory:

Name: _____

Designation: _____

Phone No.: _____

Mobile No. _____

E-mail: _____

16.1.2 Details of ineligibility for corrupt or fraudulent practices/barred/blacklisted or under a declaration of ineligibility for any reason by any Government (Central or State Government)/ Semi Government/Public Sector entity of GoI/any State Govt.

Affidavit

Date:

Sub: Declaration for not being under ineligibility for corrupt or fraudulent practices/barred/blacklisted or under a declaration of ineligibility for any reason by any Government (Central or State Government)/ Semi Government/Public Sector entity of GoI/any State Govt.

Dear Sir,

We, the undersigned, hereby declare that we are not under a declaration of ineligibility for corrupt or fraudulent practices/barred/blacklisted or under a declaration of ineligibility for any reason by any Government (Central or State Government)/ Semi Government/Public Sector entity of GoI/any State Govt. as on last date of submission of the Bid or convicted of economic offence in India for any reason as on last date of submission of the Bid. Nothing has been concealed and in case, it is found that our above statement is false, the client has the right to reject out bid, cancel the award and has the right to recover loss/damage occurred due our above false statement/declaration.

Thanking you,

Yours faithfully

(Signature of the Authorized signatory of the Bidding Organization)

Name :
Designation :
Date :
CompanySeal :
Business Address :

<<On the letterhead of the Bidding Organization>>

16.1.3 **Financial Capability (Average Annual Turnover in last five financial years)****Certificate from the Chartered Accountant/Statutory Auditor**

It is to certify that based on the books of accounts and other published information authenticated, the total annual turnover of M/s _____ (Name of Agency/Firm/ bidder), _____ (with complete address) is Rs. _____ lakh in the last three financial years ending of month 31st March, 2021 as detailed below:

Financial Year	Annual Turnover (Rs. in lakh)	Supporting document at page No. of bid
2016-17		
2017-18		
2018-19		
2019-20		
2020-21		
Total		
Average Turnover		

Note: Please attach copies of audited Balance sheets/Financial statements to support the above figures and give the reference of page of bid document.

Name of the Audit firm/ Chartered Accountant:

Seal of the Chartered Accountant/Statutory Auditor (CA Firm):
(Signature, name and designation and registration Number of the Chartered Accountant)
Date:

<<On the letterhead of the Bidding Organization>>

16.1.4 Experience: Training Performance under Govt. sponsored any programmes/ schemes of the organization during the past 5 years (2016-17, 2017-18, 2018-19 and 2020-21)

Sr N.	Client Name with Complete Address & Telephone	Status of client	Name of the Govt. sponsored Scheme/ Programme	Contract period/ duration		Financial year	Nos. of Candidates trained	Supporting documents
				From	To			
1						2016-17		➤ Copy of Work Order/Contract agreement-Completion Certificates along-with year-wise MIS generated reported issued by Nodal Officer of concerned Govt. Department/Agency. Documents available in File/Vol.No--- at pageNo.
						2017-18		
						2018-19		
						2019-20		
						2020-21		
2						2016-17		
						2017-18		
						2018-19		
						2019-20		
						2020-21		
3						2016-17		
						2017-18		
						2018-19		
						2019-20		
						2020-21		
4						2016-17		
						2017-18		
						2018-19		
						2019-20		
						2020-21		
5						2016-17		
						2017-18		
						2018-19		
						2019-20		
						2020-21		
						G. Total		

Note:-

1. Please clearly indicate the status of client whether it is a Central Govt/State Govt. Department/Board/Corporation/Agency
2. Please attach the copies of Contract agreement/work order + client's certificate to support the claim of marks.

<<On the letterhead of the Bidding Organization>>

16.1.5 Experience: Placement performance in percentage of the organization against the candidates trained and certified under EST&P-NULM during the past 5 years (2016-17, 2017-18, 2018-19 and 2020-21).

Sr N.	Client Name with Complete Address & Telephone	Status of client	Contract period/duration		Financial year	Nos. of Candidates trained and Placed under EST&P-NULM			Supporting documents
			From	To		Total Trained	Total Placed	%age	
1					2016-17				➤ Copy of Work Order/Contract agreement+ Completion Certificates along with year-wise NULM-MIS generated reported issued by Nodal Officer of concerned Govt. Department/Agency.
					2017-18				
					2018-19				
					2019-20				
					2020-21				
2					2016-17				Documents available in File/Vol.No--- at page No.
					2017-18				
					2018-19				
					2019-20				
					2020-21				
3					2016-17				
					2017-18				
					2018-19				
					2019-20				
					2020-21				
4					2016-17				
					2017-18				
					2018-19				
					2019-20				
					2020-21				
5					2016-17				
					2017-18				
					2018-19				
					2019-20				
					2020-21				
					G. Total				

Note:-

1. Please clearly indicate the status of client whether it is a Central Govt/State Govt. Department/Board/Corporation/Agency
2. Please attach the copies of Contract agreement/work order + client's certificate to support the claim of marks.

<<On the letterhead of the Bidding Organization>>

16.1.6 Experience: Status of SSC certified domain trainers already on board

Please provide Town-wise/Training Centre-wise status of Nos. of SSC certified domain trainers already on board.

Note: Self-attested training center/town-wise details of SSC certified domain trainers already on board duly supported with a copy(ies) of a valid certificate issued of concerned SSC for this purpose to domain trainers on their board.

Employment through Placement and Training (EST&P-NULM)

Proposal for Annual Plan

The STPs should read and understand all sections of the RFP document clearly before preparing the proposal.

[Proposals must be direct, concise, and complete. SUDA,H will evaluate the proposal based on its clarity and the directness of its response to the requirements of the project as outlined in the RFP).

1. Basic details of Empanelled STP

- | | | |
|-----|------------------------------|---|
| 1.2 | Name of STP | : |
| 1.3 | Empanelment Ref No | : |
| 1.4 | Address of Registered office | : |
| 1.5 | Address of Office | : |
| 1.6 | Name of contact person | : |
| 1.7 | Mobile Number | : |
| 1.8 | Email address | : |
| 1.9 | Bank account details | : |

Bank account details		
1	Name of Bank in full	
2	Branch	
3	Account Name	
4	Account number	
5	IFS Code	

2. PROJECT PROPOSAL:

2.1 Basic requirements for selection of candidates by the STP for the proposed courses

No	Name of Course	Educational Qualification	Age of the candidate	
			Minimum	Maximum
	Total			

2.2	Town-wise & Training Centre-wise duration of training in hours – As per the course duration approved by NCVT or by the concerned Sector Skill Council (SSC)
-----	--

No	Town	Complete address of Training Centre Address	Name of Course	Theory	Practical	OJT	Soft & skill English	Total
	Total							

2.3 No of Working days required for completion of training?	
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10
11	11
12	12
13	13
14	14
15	15
16	16
17	17
18	18
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90	90
91	91
92	92
93	93
94	94
95	95
96	96
97	97
98	98
99	99
100	100

No	Name of Course	Training Duration (In Hours)	Hours proposed per day*	Total working days required for competing the training
	Total			

***Excluding one hour break**

2.4 Trainer details

Available Trainers for the proposed courses (Attach the profile of trainers as Annexure2).

No	Training Centre	Name of the Trainer &		Subject	Qualification	Experience
		Contact No.				
		Name	Mb. No.			
	Total					

Sign. of authorized Signatory of the Agency

Employment through Skill Training & Placement-National Urban Livelihoods Mission (EST&P-NULM)

Name of Skill Training Provider: _____

2.6 Calendar for Enrolment of Candidates alongwith batch & project cost

No	Name & Location of Centre		Course with Batch cost						Month-wise Plan for Commencement of Batch (Number of candidates enrolled, ULB approval, batch creation and satisfactory commencement of batch)											
	Town	Training Centre	Name	Category	Rate	Hours	Nos. of Candidates	Batch cost (INR)	2021									2022		
									April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
	Total																			

Sign. of authorized Signatory of the Agency

Employment through Skill Training & Placement-National Urban Livelihoods Mission (EST&P-NULM)

Name of Skill Training Provider: _____

2.6 Calendar for Completion of Training and Certification

No	Name & Location of Centre		Course Name		Month-wise Plan for Completion of Training and Certification of Batch (Number of candidates of batch)											
	Town	Training Centre	Batch code	Nos. of candidates certified	2021									2022		
					April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Total for the Month																
Total																

Sign. of authorized Signatory of the Agency

Format of Self-assessment of Pre-qualification/Eligibility by the bidders to be submitted with Technical Proposal (in Envelope-B)

This invitation to bid is open to all organizations meeting the following eligibility Criteria:

Sr. No.	Eligibility Criteria	whether condition complied with Yes or No)	Supporting document available at page No
Govt. institutions or Agencies directly entered in MoA/MoU with Govt. of India.			
1.	Ministry of Housing & Urban Affairs, GoI entered into MOU with National level Agencies in the Skill training space like National Skill Development Corporation (NSDC), Sector Skill Councils (SSC), Autonomous Institutes under Ministries of Govt. of India, Industrial Groups for skill training and placement. Or Govt. Institutes such as Industrial Training Institutes (ITI), Polytechnic Colleges, Technical Universities, etc. Or Training Partners of National Skill Development Corporation (NSDC) and training providers engaged by any other Government Agency for the purpose of skill training		From Page No. ----- to Page No.----- of online bid
(b) Other Agencies.			
i.	Agency should have proper Firm/Company/NGO Regn. No., GST, TAN and PAN under appropriate Act/Law		From Page No. ----- to Page No.----- of online bid
ii.	Agency should be operative in the State on or before 01.04.2016.		From Page No. ----- to Page No.----- of online bid
iii.	The Agency have track record of placement of its trained and certified candidates under any Govt. scheme (including EST&P-NULM) in any three years during last five financial years (2016-17, 2018-19, 2018-19, 2019-20, 2020-21).		From Page No. ----- to Page No.----- of online bid
iv.	As on date of submission of bid, the bidder should not have been barred/blacklisted or under a declaration of ineligibility for any reason by any Government (Central or State Government)/ Semi Government/Public Sector entity of GoI/any State Govt.		From Page No. ----- to Page No.----- of online bid
v.	The bidder should have submitted the Tender document fee (non-refundable)+E-service charges and the EMD as mentioned in the RFP.		From Page No. ----- to Page No.----- of online bid

Sign. of authorized Signatory of the Agency

Annexure- B

Format of Self-assessment of Technical criteria by the bidders to be submitted with Technical Proposal (in Envelope-B)

Sr. No.	Technical Criteria	Status Marks		Supporting document available at page No
		Max. Mark	Marks obtained	
1.	Preferences in to agencies having direct empanelment			
A	Ministry of Housing & Urban Affairs, GoI entered into MOU with National level Agencies in the Skill training space like National Skill Development Corporation (NSDC), Sector Skill Councils (SSC), Autonomous Institutes under Ministries of Govt. of India, Industrial Groups for skill training and placement. Or	70		From Page No. ----- to Page No.----- of online bid
B	Govt. Institutes such as Industrial Training Institutes (ITI), Polytechnic Colleges, Technical Universities, etc. Or	70		From Page No. ----- to Page No.----- of online bid
C	Training Partners of National Skill Development Corporation (NSDC) and training providers engaged by any other Government Agency for the purpose of skill training.	70		From Page No. ----- to Page No.----- of online bid
Note: The Agency(ies) above preference category(ies) may also technical score up-to max. 30 marks from following criteria also in order to present their maximum technical strength.				
Sr. No.	Description	Max. Mark	Marks obtained	Supporting document available at page No
1.	Since how long the organization has been operational as 01.04.2021 in the State.	15		From Page No. ----- to Page No.----- of online bid
2.	Average annual Turn-over of the Agency during last five financial years (2016-17, 2017-18, 2018-19 and 2020-21).	20		From Page No. ----- to Page No.----- of online bid
3.	Since how long the organization has been imparting skill training under different Government sponsored schemes as on 31.03.2021.	20		From Page No. ----- to Page No.----- of online bid
4.	Training Performance under Govt. sponsored any programmes/ schemes of the organization during the past five years (2016-17, 2017-18, 2018-19 and 2020-21).	15		From Page No. ----- to Page No.----- of online bid
5.	Placement performance in percentage of the organization against the candidates trained and certified under EST&P-NULM during the past 5 years (2016-17, 2017-18, 2018-19 and 2020-21). Note: (The minimum number of trained & certified candidates should be 500 or above in these last five years, placement=>250 candidates will only be eligible for marks)	20		From Page No. ----- to Page No.----- of online bid From Page No. ----- to Page No.----- of online bid
6.	Does the organization have SSC certified domain trainers already on board	10		From Page No. ----- to Page No.----- of online bid
	Total Marks	100		

Sign. of authorized Signatory of the Agency

DRAFT OF CONTRACT AGREEMENT (AMENDABLE)

THIS AGREEMENT is made on the <<day>>day of <<month>>20.....

BETWEEN:

State Urban Development Authority, Haryana having its office at Bays No.55-58, Sector-2, Panchkula, (Haryana) hereinafter referred to as "**The SUDAH**" (which term or expression unless excluded by or repugnant to the subject or context shall mean and include its successors-in-office and assigns) of the FIRST PART;

AND

M/s <<name of selected company>>having its registered office at <<registered office address>>(India) and place of business at <<business address of company>>hereinafter referred to as "**The Agency**" (which term or expression unless excluded by or repugnant to the subject or context shall mean and include its successors-in-office and assigns) of the SECOND PART;

WHEREAS

a) The SUDAH is desirous that the Agency should impart skill training to urban poor (BPL persons) in various towns of the State of Haryana. For the purpose, the SUDAH floated Request for Proposal (RFP No.SUDAH/EST&P/2021-22/01).

b) The Agency, represented to the SUDAH that it has the required professional skills, and personnel and technical resources, and has agreed to provide the services on the terms and conditions set forth in this Contract;

1. NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

- a) In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the RFP.
- b) The following documents in relation with Request for Proposal (RFP) issued for selection of Agency shall be deemed to form and be read and construed as part of this Agreement viz:
 - i. Invitation for Proposals (IFP)
 - ii. Instructions to Bidders (ITB)
 - iii. General Contract Conditions (GCC)
 - iv. Scope of Work (SOW)
 - v. Flow of Work (FOW)
 - vi. All Annexure, amendments, supplements, corrigendum or clarifications thereto
 - vii. Notification of Award.
- c) The contract shall begin from the date of signing of the contract, as and when the work would be assigned to the Agency.
- d) The mutual rights and obligations of the SUDAH and the Agency shall be as set forth in the Contract, in particular:
 - i. the Agency shall carry out the services in accordance with the provisions of the Contract;
 - ii. the Agency shall provide professional, objective and impartial advice and at all times hold the SUDAH's interest paramount, strictly avoid conflicts with other assignments/jobs, downstream projects or their corporate interests and act without any consideration for future work; and
 - iii. The SUDAH shall make payments to the Agency in accordance with the provisions of the Contract.

2. Contract Signature

If the Original Form of Contract is not returned to the Contract Officer (as identified in Section 3) duly completed, signed and dated on behalf of the Consultant within 30 days of the date of signature on behalf of the Client, Client, or participating ULBs will be entitled, at its (their) sole discretion, to declare this Contract void.

No payment will be made to the Consultant under this Contract until a copy of the Form of Contract, signed on behalf of the Consultant, is returned to the Contract Officer.

3. Commencement and Duration of the Services

The Consultant shall start the Services on [*insert start date*] („the Start Date”) and shall complete them by [*insert end date*] („the End Date”) unless this Contract is terminated earlier in accordance with its terms and conditions.

4. Financial Limit

Payments under this Contract shall not, in any circumstances, exceed [*insert total amount in numbers and words*] inclusive of service tax and all other applicable government taxes - national and state, as applicable („the Financial Limit”).

5. Time of the Essence

Time shall be of the essence as regards the fulfilment by the Consultant of its obligations under this Contract.

6. Penalty

1% penalty of the contract value of the concerned ULB may be imposed for every month of delay or part thereof after the end date of the tenure of the contract Implementation period. Maximum penalty will be 6% of the contract value of the concerned ULB.

7. Resolution of Disputes

If any dispute arises between parties, then these would be resolved in following ways:

8. Amicable Settlement

The parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this contract or its interpretation. Performance of the Contract is governed by the terms and conditions of the Contract, however at times dispute may arise about any interpretation of any term or condition of Contract including the scope of work, the clauses of payments etc. In such a situation either party of the contract may send a written notice of dispute to the other party. The party receiving the notice of dispute will consider the Notice and respond to it in writing within 30 days after receipt. If that party fails to respond within 30 days, or the dispute cannot be amicably settled within 60 days following the response of that party, then the second Sub-clause of resolution of disputes shall become applicable.

9. Resolution of Disputes

In case dispute arising between the SUDA,H and the Agency, which has not been settled amicably, the Agency can request the SUDA,H to refer the dispute for Arbitration under Arbitration and Conciliation Act, 1996. Such disputes shall be referred to the Additional Chief Secretary/Principal Secretary to Govt. of Haryana, Urban Local Bodies Department, Haryana. The Indian Arbitration and Conciliation Act, 1996 and any statutory modification or re-enactment thereof, shall apply to these arbitration proceedings. Arbitration proceedings will be held at Chandigarh, Haryana. The decision of the arbitrator shall be final and binding upon both the parties. All arbitration awards shall be in writing and shall state the reasons for the award. The expenses of the arbitration as determined by the arbitrator shall be borne by the Agency. However, the expenses incurred by each party in connection with the preparation, presentation shall be borne by the party itself.

10. Legal Jurisdiction

All legal disputes between the parties shall be subject to the jurisdiction of the Courts situated in Chandigarh.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

Signed by:

Signed by:

(Name and designation)
Authorized Signatory of the Company

(Name and designation)
Authorized Signatory of the SUDAH