



**Expression of Interest (EOI) for submission of proposal to undertake the project under Mukhya Mantri Yuva Sambal Yojana (MMYSY) scheme of RSLDC.**

**RAJASTHAN SKILL AND LIVELIHOODS DEVELOPMENT CORPORATION**

Kaushal Bhawan, J-8-B, Jhalana Institutional Area, Jaipur - 302004

Website: [www.livelihoods.rajasthan.gov.in](http://www.livelihoods.rajasthan.gov.in)

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Telephone No. : (0141) 2715800 www.livelihoods.rajasthan.gov.in

**Expression of Interest (EOI)****for submission (Apply Online through SSO ID on RSLDC portal) of proposal to undertake the project under Mukhya Mantri Yuva Sambal Yojana (MMYSY)****Date of Issue of EoI:- 14.06.2022****Background:**

Rajasthan Skill and Livelihoods Development Corporation (RSLDC) is mandated to implement the short-term skill development programmes in the State. The unorganized sector is facing number of challenges with respect to skill development. Facilities for training in informal sector are grossly inadequate. To meet this kind of inadequacy, RSLDC has already issued EOIs earlier to invite proposals for setting up Skill Development Centers (SDCs) and is implementing state sponsored skill training programmes in collaboration with large number of training partners. RSLDC is constantly embracing effective measures to enable easy access to training and skill development to the youth across the State.

As per the Budget announcement of FY 2021-22, Internship and Skill training components have been included in the Mukhya Mantri Yuva Sambal Yojana (MMYSY)-2021 for the unemployed graduates enrolled with the Employment Department and getting unemployment allowance. Skill Training programme will be implemented by Rajasthan Skill and Livelihoods Development Corporation (RSLDC) through Project Implementing Agencies (PIAs) selected through EoI process. In order to this, RSLDC is inviting proposals from various Government institutions/NGOs/Trust/ Public Sector Units/Universities/Higher educational institutes including technical and professional institutes, colleges, private ITIs, polytechnics and other skill training provider institutions to partner with RSLDC as a Project Implementing Agencies (PIAs) to execute skill competency based Vocational Courses under MMYSY scheme.

**Invitation:**

RSLDC now invites Expression of Interest (EOI) from eligible national agencies and business houses, industry bodies, Government institutions, NGOs, Trust etc. engaged in providing vocational skill training or in administering educational services, with keen interest to operate, maintain and manage MMYSY at Rajasthan, and in imparting industry relevant skills. Interested agencies with required qualification and experience may submit their EOI applications as per the prescribed format attached under Annexures of this document, along with details and supporting documents as specified therein.

**Objective of EoI:**

To boost employment and uplift the people of the state, the Rajasthan Skill and Livelihoods Development Corporation (RSLDC) has initiated an Employment Generation Programme to provide skill development and employment benefits to the youth through its scheme called -MMYSY. The main objective of this EoI is to:

- Provide Industry-specific training to unemployed and underemployed youth.
- To attract proposals from professional skill training provider to organize short term skill training programme and to empanel them as PIA.
- Enhance an individual's employability to adapt to changing technologies and labour market demands.
- Improve productivity and living standards of the people.
- Create job opportunities for all (youth, women and disadvantaged groups).



## Eligibility Criteria

Following will be the eligibility criteria for applicant organization: -

| S.no. | Parameters           | Conditions/Provisions  |
|-------|----------------------|--|
| I     | Eligibility Criteria | <ol style="list-style-type: none"><li>1. The Agency should be a registered Proprietorship/Partnership Firm/Private Limited Company/Public Limited Company/ Society/Trust/Association/ Government institutions/ Public Sector Units/Universities/Higher educational institutes including technical and professional institutes having affiliation or recognition of relevant Board or Council and submit Covering letter as per <b>Annexure-1</b> and applicant details with relevant documents as per <b>Annexure-2</b>.</li><li>2. All the agencies mentioned above should<ol style="list-style-type: none"><li>a. have been active and operational continuously anywhere in the country for the last three years on the date of application.</li><li>b. <b>For agencies already operating in the skill development field:</b> have average annual turnover of <b>Rs. 50 lakh or more</b> from skill development and placement linked programs in the past three consecutive financial years, that are 2018-19, 2019-20, and 2020-21.<br/>Besides that, they shall have to submit following details: -<ol style="list-style-type: none"><li>(i) Details of minimum 05 skill development training centers located in the State/UT of India, which are functional/ operational for more than 02 years as per <b>Annexure-4</b>.</li><li>(ii) Details of youths trained not less than 750 through the above-mentioned training centers and have provided placement to not less than 500 youth in last three years that are 2018-19, 2019-20, and 2020-21 as per <b>Annexure-5</b>.</li></ol></li></ol></li></ol> <p style="text-align: center;"><b>OR</b></p> <ol style="list-style-type: none"><li>c. <b>For agencies not presently working in Skill Development Domain:</b> have average annual turnover of <b>Rs. 01 Crore or more</b> from other business activities and positive net worth in the past three consecutive financial years that are 2018-19, 2019-20, and 2020-21.</li><li>c. Entities/Organizations/Societies/Trusts etc., who are working/not working in skill development of PWDs, Destitute, Socially Deprived and have been recognized /awarded at national level by Government of India, like Padam Shree and above, will be given preference in selection. They should have average annual turnover of <b>Rs. 50 lakh/01 Crore or more</b> from other business activities respectively.</li></ol> <li>3. All Agencies are required to submit copy of <b>audited financials (turnover and positive net worth)</b> for the last three financial years (as described at 2 (b)) and details as per <b>Annexure-3A and 3B</b></li> <li>4. Joint Ventures (JV)/ Special Purpose Vehicles (SPV) are also permitted to apply. At least one of the members of the JV/SPV should be able to <b>meet</b> the financial eligibility independently. The terms &amp; condition of JV/SPV is as per <b>Annexure-8</b>.</li> <li>5. Government institutions shall be exempted from all eligibility criteria. They shall however have to submit their fields of expertise in which they wish to conduct training.</li> <li>6. Should not have been blacklisted by any donor agency/ State Government/ Central Government. A self-certificate must be submitted as per <b>Annexure-6</b>.</li> <li>7. The applicant/agency must read the <b>MMYSY guidelines and circulars</b> issued by <b>RSLDC</b> (as amended from time to time) before filling the proposal. The</li> |

|     |                             |  |
|-----|-----------------------------|--|
|     |                             | <p><b>applicants are required to provide self-declaration in consonance</b> for the following:</p> <ol style="list-style-type: none"> <li>I. To arrange sufficient space, furniture, equipment, tools, training aids, raw material, electricity, water supply and other essentials required for imparting training to youth in the proposed course(s).</li> <li>II. To mobilize and counsel youth provided by Employment Department and getting unemployment Allowance for training and taking up a job, wherever available (wage/self-employment) after training.</li> <li>III. To hire/engage competent and eligible ToT certified trainer(s) to undertake training in the proposed courses.</li> <li>IV. To install Aadhar enabled biometric attendance system (AEBAS) for daily attendance (in &amp; out) at the SDC, which has to be integrated with ISMS system of RSLDC and provide other information required by RSLDC.</li> <li>V. To arrange assessment and certification of trained youth.</li> <li>VI. To maintain records of training including the expenditure made for setting up and conduct of skill training programmes for 03 years.</li> <li>VII. To install IP Camera at SDC and provide live feed to Kaushal Darpan established at RSLDC HQ.</li> </ol> <p><b>Document Required:</b> A self-certificate/declaration as per Annexure-7.</p>   |
| II  | Proposal Processing Fee     | <p>Training Providers have to pay a non-refundable Proposal Processing Fee of <b>₹ 25,000/- (Rupees Twenty-Five Thousand only)</b> in form of Demand Draft in favor of RAJASTHAN SKILL AND LIVELIHOODS DEVELOPMENT CORPORATION, payable at Jaipur. Proposals that are not accompanied by the Proposal Processing Fee, shall be rejected by RSLDC.</p>  |
| III | Earnest Money Deposit (EMD) | <p>Training Providers are requested to submit a refundable Earnest Money Deposit (EMD) of <b>Rs 2,00,000/- (Rupees Two Lakh only)</b> in form of Demand Draft in favor of RAJASTHAN SKILL AND LIVELIHOODS DEVELOPMENT CORPORATION, payable at Jaipur. Proposals that are not accompanied by the above Earnest Money Deposit (EMD) shall not be considered. Proposals received after due date shall be rejected and submitted processing fee and EMD amount shall be refunded.</p> <ul style="list-style-type: none"> <li>• The EMD of the unsuccessful Training Provider would be returned (without interest) as soon as possible after decision of rejection. In case of shortlisted Training Provider, the EMD would remain with RSLDC till signing of MoU and will return thereafter.</li> <li>• The EMD will be forfeited on account of one or more of the following reasons: <ol style="list-style-type: none"> <li>a. In case, applicant withdraws from an EoI during the period of validity of EoI (EoI shall be valid for 180 days from date of submission of proposal);</li> <li>b. In case, applicant does not participate in the subsequent process of EoI (Presentation before the committee, Signing of MoU) after having been shortlisted.</li> </ol> </li> </ul> <p><b>All the payments (Processing fee &amp; EMD) will be paid</b> in form of Demand Draft in favor of RAJASTHAN SKILL AND LIVELIHOODS DEVELOPMENT CORPORATION, payable at Jaipur.</p> <p><b>Note:</b> Government institutions shall be exempted from EMD.</p> |
| IV  | Security Deposit (SD)       | <p>The shortlisted agency should furnish a Security Deposit (SD) of <b>Rs 1,00,000/- (Rupees One Lakh only)</b> per SDC, in favor of RSLDC at the time of establishment of Skill Development Centre (SDC). The SD shall remain with RSLDC Upto the closure of SDC. If TP fails to deliver or comply with guidelines (as amended from time to time), RSLDC will forfeit SD amount for that particular SDC.</p>  |



|       |                          |  |
|-------|--------------------------|--|
|       |                          | <b>Note:</b> Government institutions shall be exempted from SD.  |
| V.    | Duration of the Project  | Two (2) years from the date of signing of MoU and will be extended for 01 year at a time subjected to performance and maximum Up to 05 years   |
| VI.   | Funding pattern          | As per RSLDC's MMYSY guidelines/circulars (as amended from time to time).  |
| VII.  | Organization of Training | The Applicant has to follow RSLDC's guidelines/circulars issued for MMYSY scheme (as amended from time to time) for Training delivery, Assessment & Certification, Payment disbursement and other details as required by RSLDC.  |
| VIII. | Submission of Proposal   | <p>Interested agencies fulfilling eligibility conditions as mentioned above can <b>Apply Online on EPROC</b> (<a href="http://eproc.rajasthan.gov.in">http://eproc.rajasthan.gov.in</a>) Portal with their detailed proposal for undertaking execution of MMYSY scheme in the State on or before <b>05.07.2022 by 18.00 Hrs.</b> Note:</p> <ol style="list-style-type: none"> <li>Proposals (online only) submitted after timeline will not be accepted.</li> <li>Agencies will not be allowed to submit any extra documents after timeline.</li> <li>Attach original copy of Annexure-3A, 3B, 6 and 7.</li> </ol> <p>The proposal should carry following documents as per checklist given in the EoI:</p> <ol style="list-style-type: none"> <li>Covering Letter-<b>Annexure-I</b></li> <li>Applicant details along with required documents as per <b>Annexure-2</b></li> <li>Copy of audited financials (Annual Turnover and Net worth) for the last 3 years along with required documents as per <b>Annexure-3A and 3B.</b></li> <li>Details of five (5) active skill development centers as per <b>Annexure-4</b></li> <li>Training and Placement details with required documents as per <b>Annexure-5</b></li> <li>An affidavit for not being blacklisted <b>Annexure-6</b></li> <li>A self-certificate/declaration as per <b>Annexure-7</b></li> <li>JV/SPV document/agreement as per <b>Annexure-8 (if Applicable)</b></li> </ol> <p>The Managing Director, RSLDC reserves the right to accept or reject any proposal without providing any reason, what so ever. The decision of RSLDC shall be final and binding upon the Company/Agency. For further details, visit website <a href="http://www.livelihoods.rajasthan.gov.in">www.livelihoods.rajasthan.gov.in</a></p> |
| IX    | Role of Training Partner | <p>The responsibility of the Training Partner will be as below:</p> <ul style="list-style-type: none"> <li>Ensuring provision of the minimum hardware / tools and equipment prescribed for each Module at the training center, without which implementation of training programme shall not be allowed by the RSLDC.</li> <li>Sole responsibility of identification / mobilization of candidates (Candidates registered with employment department and getting unemployment allowance).</li> <li>Screening and induction of mobilized candidates in the appropriate trade as per the interest, aptitude and eligibility of the candidate must in keeping with the minimum eligibility criteria as specified in the courses, which must be strictly adhered to, without which assessment shall not be possible and the candidates shall be treated as dropouts.</li> </ul>  |

|   |                                       |  |
|---|---------------------------------------|--|
|   |                                       | <ul style="list-style-type: none"> <li>• Imparting training in strict adherence as per the curriculum and job roles / trades-based courses prescribed in guideline.</li> <li>• Structuring the required training inputs including training material, content and curriculum, training infrastructure, assessment methodology etc.</li> <li>• Ensuring quality of training as per the required standards and specifications</li> <li>• Preparing the candidates for internal assessment and certification as well as cooperating with the RSLDC.</li> <li>• Ensuring on-the-job-training (OJT) /Internship for the candidates (where applicable).</li> <li>• Making the data available for random audits during training,</li> <li>• Installing Aadhar Enabled Bio Metric Attendance (AEBAS) and IP Camera in the training Centre.</li> <li>• Any other requirements as per RSLDC guidelines.</li> </ul> <p><b>Note: Sub-letting or franchise mode of training in any form shall not be permitted. If such practice is found to be followed, RSLDC reserves the right to initiate strict/penal action against the agencies.</b></p>   |
| X | Mechanism for approval of the Project | <ol style="list-style-type: none"> <li>a. The applicant has to submit a complete proposal on EPROC(<a href="http://eproc.rajasthan.gov.in">http://eproc.rajasthan.gov.in</a>)portal and make a presentation before RSLDC, which will be evaluated by the RSLDC committee. Additionally, hard copy of the entire proposal will have to be submitted.</li> <li>b. The proposal should consist of all the documents as required under the Eligibility Criteria.</li> <li>c. The credentials, claims, awards, etc. in support of proposal, if any, must be submitted along with the proposal, along with a brief writeup to justify their proposed association with RSLDC, along with justification of proposed demand of the skilled worked force that will be met through training programme.</li> <li>d. The syllabus, duration and course curriculum (learning material) in which training will be imparted will have to be contained in the proposal. The decision of RSLDC with respect to approval of course will be final. The course approval will be required every time a new consortium is proposed under this arrangement.</li> <li>e. If the proposal passes through initial evaluation the applicant will be called for a presentation in front of Project Approval Committee on a date and time intimated subsequently. A hard copy of presentation will also have to be submitted on the presentation date. The Project Approval Committee</li> </ol> |

will evaluate the proposal based on the organizational capacity, turnover, prior skilling experience, robustness, infrastructure, performance in PowerPoint Presentation, partnerships/tie-ups with companies/industries for placement, future plans related to skill ecosystem, etc. of the applicant and it will recommend total 45 Training Partners based on their marks (merit based) in descending order, given by them (Project Approval Committee). However, The Managing Director, RSLDC reserves the right to increase or decrease in the numbers of empanelled Training Partners, as per the requirement of scheme.

- f. The RSLDC proposal committee will then submit its evaluation report to MD, RSLDC for a final decision. The applicant will then be communicated of RSLDC's decision on their submitted proposal. RSLDC will use its best effort to complete the evaluation process of a proposal within 60 days from the date of submission of proposal to RSLDC. If approved, applicant will be given Empanelment Order, Sanction Order and allowed establishment of SDC (Skill Development Centre).
  - g. In case of any grievance regarding rejection, agency may appeal before MD, RSLDC within 15 days from the date of issuing empanelment order.
  - h. Post selection, the successful applicant must register each training center as a Skill Development Center (SDC) on the ISMS portal of RSLDC by following due online registration processes and terms & conditions. The ISMS portal will also cover the entire value chain of skill development implementation from registration of candidates, monitoring, evaluation of training to tracking along with SDC registration, payment management etc. All empanelled Training Partners shall have to ensure the full compliances of the scheme guideline.
  - i. All empanelled Training Partners shall have to establish active SDC and start training of the candidates within 45 days of date of Sanction order or signing their MOUs whichever is later. In case Training Partners fails to start training of the candidates within 90 days from such date, Sanction Order of such Training Partners will be considered as deemed cancelled.
  - j. After empanelment of Training Partners, a waiting list will be maintained by RSLDC. In case of cancelling of Sanction order of any Training Partner, the selection of new training partners for empanelment will be done through merit score given by Project Approval Committee.
- Basis of proposal evaluation matrix to be adopted by Project Approval Committee is given on Annexure -9.



|    |   |   |
|----|---|---|
| XI | Right to Terminate the Process/ Issue of Corrigendum/Other Rights | <ul style="list-style-type: none"> <li>• RSLDC may, for any reason, modify the EOI document by issuing a corrigendum and may, at its discretion, extend the last date for the receipt of proposals.</li> <li>• RSLDC may terminate the RFP/EOI process at any time without assigning any reason. RSLDC makes no commitments, express or implied, that this process will result in a business transaction with anyone or between anyone.</li> <li>• RSLDC reserves the right to modify and amend any of the condition/criterion as stipulated in whole/parts of this EOI document depending upon project priorities vis-à-vis urgent commitments.</li> </ul> |
|----|---|---|

- Note:**
1. RSLDC reserves the right to amend courses and guidelines from time to time.
  2. The RSLDC has full powers to decide about the number of candidates to be trained in a particular course. Its decision will be binding on all organizations submitting the proposals.
  3. Disclaimer:- All Terms and Conditions of RTPP act 2012 will be applicable as per rule and will be applicable on EOI.



**Checklist for proposal submission under MMYSY**

| S. No. | Document Description  | Page number |    |
|--------|---|-------------|----|
|        |   | from        | To |
| 1.     | Covering Letter as per <b>Annexure-1</b>  |             |    |
| 2.     | Applicant's Details along with required documents as per <b>Annexure-2</b>  |             |    |
|        | <input type="checkbox"/> Relevant document for Proprietorship/ Partnership Firm/ Private Limited Company/ Public Limited Company/ Society/Trust/Association/Government institutions/Public Sector Units/Universities/Higher educational institutes including technical and professional institutes having affiliation or recognition of relevant board or council |             |    |
|        | <input type="checkbox"/> Copy of PAN Card   |             |    |
|        | <input type="checkbox"/> Trade license/ Sales tax registration/IT registration (if any)   |             |    |
|        | <input type="checkbox"/> GST Registration   |             |    |
| 3.     | Audited Financials (Average Annual Turnover and Average net worth) for last three financial years as per <b>Annexure-3</b>  |             |    |
|        | Balance sheet of last 3 years   |             |    |
|        | FY 2018-19  |             |    |
|        | FY 2019-20  |             |    |
|        | FY 2020-21  |             |    |
|        | Income Tax Return Acknowledgment for last 3 years   |             |    |
|        | FY 2018-19  |             |    |
|        | FY 2019-20  |             |    |
|        | FY 2020-21  |             |    |
| 4.     | Details of Five (5) active skill development centers as per <b>Annexure-4</b>   |             |    |
| 5.     | Training and Placement details as per <b>Annexure-5</b>   |             |    |
| 6.     | An affidavit for not being blacklisted as per <b>Annexure- 6</b>  |             |    |
| 7.     | Self-certificate /declaration as per <b>Annexure- 7</b>   |             |    |
| 8.     | JV/SPV document/agreement as per <b>Annexure-8 (if Applicable)</b>  |             |    |
| 9.     | A certificate of NSDC partner, i.e. where NSDC has a stake, either through equity or loan ( <b>if Applicable</b> )  |             |    |
| 10.    | Copy of EoI Document with sign and seal of Company Secretary/ Authorized Representative and Signatory on each page of EoI document  |             |    |

**Note:** Agency must have to submit EoI documents as per the above checklist, any shortcoming in the document submission, will not be considered and proposal will be rejected.

**For and on behalf of:**

Signature:

Name:

Designation:

(Authorized Representative and Signatory)

(Organization Seal)

Date:

**Annexure -1:**  
**Format of the Covering Letter**

(The Covering Letter is to be submitted by (Name of Agency) on his/ her organization letterhead with registration number, dated Signed and Seal by authorized signatory)

To

**Managing Director**  
Rajasthan Skill and Livelihoods Development Corporation  
Kaushal Bhawan, J-8-B, Jhalana Institutional Area, Jaipur - 302 004

Dear  
Sir/Madam,

**Sub: Request for empanelment under Mukhya Mantri Yuva Sambal Yojana (MMYSY) scheme of RSLDC**

Please find enclosed Proposal in respect of the Expression of Interest (EOI) for submission of proposal to undertake the project under Mukhya Mantri Yuva Sambal Yojana (MMYSY) scheme of RSLDC. issued by the Rajasthan Skill and Livelihoods Development Corporation (RSLDC) on .....(date of EOI published)

We hereby confirm that:

1. The proposal is being submitted by \_\_\_\_\_ (name of the agency who is the applicant, in accordance with the conditions stipulated in the EOI).
2. We have examined in detail and have understood the terms and conditions stipulated in the EOI Document issued by RSLDC and in any subsequent communication sent by RSLDC. We agree and undertake to abide by all these terms and conditions. Our Proposal is consistent with all the requirements of submission as stated in the EOI or in any of the subsequent communications from RSLDC.
3. The information submitted in our Proposal is complete, is strictly as per the requirements as stipulated in the EOI, and is correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our Proposal. We acknowledge that RSLDC will be relying on the information provided in the Proposal and the documents accompanying such Proposal for empanelment of the applicant for the aforesaid programme and we certify that all information provided in the application is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying such Proposal are true copies of their respective originals.
4. We acknowledge the right of RSLDC to reject our Proposal without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
5. We satisfy the legal requirements and meet all the eligibility criteria laid down in the EOI.
6. This Proposal is unconditional and we hereby undertake to abide by the terms and conditions of the EOI.
7. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

This Proposal is made for expressing our interest for the purpose of empanelment under MMYSY programme of RSLDC as per following action plan:

| S. No | District | No. of SDC | Sectors | Job Role/<br>Courses | R/ NR | Target | Preparedness<br>plan* |
|-------|----------|------------|---------|----------------------|-------|--------|-----------------------|
|       |          |            |         |                      |       |        |                       |
|       |          |            |         |                      |       |        |                       |
|       |          |            |         |                      |       |        |                       |
|       |          |            |         |                      |       |        |                       |

\* Choice of districts should be filled in priority wise manner. However, RSLDC reserves the right to allot targets in any districts of the Rajasthan and this decision of RSLDC will be binding on all of the empanelled Training Partners.

\*Preparedness plan for Infrastructure, Human resources, tools & equipment's, and other requisites with supportive documents. Agency should provide proof of availability of the SDC in the form of ownership document/ lease agreement. The Proposal Evaluation and Selection Committee may also inspect the premises of each institute for verifying the Infrastructure Presented in the proposal. The documentary proof has to be made available at respective training centers also for verification.

8. The brief information about processing fee and EMD is as under: -

| Particular     | Amount     | Receipt no | Date | Bank |
|----------------|------------|------------|------|------|
| Processing Fee | 25,000/-   |            |      |      |
| EMD            | 2,00,000/- |            |      |      |

\*Processing fee is non-refundable

**Note:- Attach the copy of Demand Drafts along with the proposal while applying on EPROC. The Demand Drafts in original should mandatorily reach to this office(RSLDC, Jaipur) by 12.07.2022(3.00 PM) through speed post/registered AD.**

In witness thereof, we submit this Proposal under and in accordance with the terms of the EOI document.

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signatory)

(Organization Seal)

Date:



**Annexure -2:**  
**Applicant Details**

(Declaration by (Name of Agency) on his/ her organization letterhead with registration number, dated Sign and Seal by authorized signatory)

| S. No. | Description  | Details |
|--------|--|---------|
| 1.     | Name of Legal Constitution of Agency   |         |
| 2.     | Status / Constitution of the Agency  |         |
| 3.     | Name of Authorized Signatory   |         |
| 4.     | Designation of Authorized signatory  |         |
| 5.     | Contact address and number   |         |
| 6.     | Type of agency (registered Proprietorship/Partnership Firm/Private Limited Company/Public Limited Company/Society/Trust/Association/Government institutions/Public Sector Units/Universities/Higher educational institutes including technical and professional institutes having affiliation or recognition of relevant Board or Council) |         |
| 7.     | Registration Number  |         |
| 8.     | Date of Registration   |         |
| 9.     | Place of Registration  |         |
| 10.    | PAN Card Number  |         |
| 11.    | Copy of trade license/sales tax registration/IT registration/ GSTN   |         |
| 12.    | Name of Primary point of contact (For all sort of communication purpose)   |         |
| 13.    | Contact Number and E-mail  |         |

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signatory)

(Organization Seal)

Date:

Note: Copy of the registration certificate from the appropriate Registering Authority should be enclosed as given below:

- If Proprietorship Firm: Copy of Certificate of the Proprietorship duly certified by a Chartered Accountant.
- If Partnership Firm: Copy of Registered Partnership Deed/Certificate of the Partnership duly certified by a Chartered Accountant.
- If Public/ Private Limited Company: Copy of Registration/Incorporation Certificate and Memorandum and Articles of Association.
- If Society / Trust / Association: Copy of Registration Certificate and Bylaws of Society / Trust / Association.

**Annexure -3 A :**  
**Financial Details (For Skill Category)**

**(Declaration by Chartered Accountant on Letterhead with his/her dated Sign and Seal)**

**To whomsoever it may concern**

On the basis of audited financial statements, we hereby certify that (Name of Agency) having registered office at (Office address) has an average annual turnover of ₹ 50 lakh or more from skill development and placement linked programs and positive net worth in the past three consecutive years that are 2018-19, 2019-20, 2020-2021, The details of annual turnover are mentioned below:

| S. No. | Financial Year | Annual Turnover (INR) in lakh | Net Worth (INR) |
|--------|----------------|-------------------------------|-----------------|
| 1      | 2018-2019      |                               |                 |
| 2      | 2019-2020      |                               |                 |
| 3      | 2020-2021      |                               |                 |
|        | <b>Total</b>   |                               |                 |
|        | <b>Average</b> |                               |                 |

Note: Audited balance sheet and ITR for the past three years that are 2018-19, 2019-20, 2020-2021, should be submitted by the Applicant, which must support Annual turnover and net worth.

(Chartered Accountant):

Signature

Name:

Registration No:

Contact No.

Seal

Date:



**Annexure -3 B**  
**Financial Details (For Non-Skill Category)**

**(Declaration by Chartered Accountant on Letterhead with his/her dated Sign and Seal)**

**To whomsoever it may concern**

On the basis of audited financial statements, we hereby certify that (Name of Agency) having registered office at (Office address) has an average annual turnover of Rs. 01 Crore or more from various activities and positive net worth, in the past three consecutive years that are 2018-19, 2019-20, 2020-2021, The details of annual turnover are mentioned below:

| S. No. | Financial Year | Annual Turnover (INR) in lakh | Net Worth (INR) |
|--------|----------------|-------------------------------|-----------------|
| 1      | 2018-2019      |                               |                 |
| 2      | 2019-2020      |                               |                 |
| 3      | 2020-2021      |                               |                 |
|        | <b>Total</b>   |                               |                 |
|        | <b>Average</b> |                               |                 |

Note: Audited balance sheet and ITR for the past three years that are 2018-19, 2019-20, 2020-2021, should be submitted by the Applicant, which must support Annual turnover and net worth.

(Chartered Accountant):

Signature

Name:

Registration No:

Contact No.

Seal

Date:





**Annexure -4:  
Training Centre Details**

(Declaration by (Name of Agency) on his/ her organization letterhead with registration number, dated Sign and Seal by authorized signatory)

For each active skill development centre:

| S.No. | Particulars  | Centre-1 | Centre-2 | Centre-3 | Centre-4 | Centre-5 | Documentary evidences enclosed |
|-------|--|----------|----------|----------|----------|----------|--------------------------------|
| 1.    | State  |          |          |          |          |          |                                |
| 2.    | District   |          |          |          |          |          |                                |
| 3.    | Name of Contact person and contact details for the Centre                        |          |          |          |          |          |                                |
| 4.    | Name of Scheme   |          |          |          |          |          |                                |
| 5.    | Name of the training Center  |          |          |          |          |          |                                |
| 6.    | Full address   |          |          |          |          |          |                                |
| 7.    | Number of Classrooms (minimum capacity of the Centre should be not less than 30) |          |          |          |          |          |                                |
| 8.    | Number of Labs available   |          |          |          |          |          |                                |
| 9.    | Separate Wash Rooms for Boys and Girls (Yes/No)                                  |          |          |          |          |          |                                |
| 10    | Address of residential facility (if applicable)                                  |          |          |          |          |          |                                |
| 11    | Residential accommodation capacity – Boys/girls (If applicable)                  |          |          |          |          |          |                                |

Note: Please enclose Documentary Evidence regarding training Infrastructure available in the form of Two photos per Training Center, rent/ownership agreement. In the case of training centers with Residential Facilities separate photos for Residential accommodation including facilities such as Kitchen, Dining Hall and Living Room should be provided.

For and behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signatory)

(Organization Seal)

Date:

**Annexure - 5:**  
**Training and placement details**

(Declaration by (Name of Agency) on his/ her organization letterhead with registration number, dated Sign and Seal by authorized signatory)

| Financial Year | Sector | Total No. of candidate trained | Details of supporting Proof provided | Placement provided to number of candidates got trained | Details of supporting documents provided |
|----------------|--------|--------------------------------|--------------------------------------|--|--|
| 2018-2019      |        |                                |                                      |  |  |
| 2019-2020      |        |                                |                                      |  |  |
| 2020-2021      |        |                                |                                      |  |  |
| <b>Total</b>   |        |                                |                                      |  |  |

For and on behalf of:

Signature:  
Name:  
Designation:  
(Authorized Representative and Signatory)  
(Organization Seal)

Date:

Notes:

Please provide documentary Supporting proof as given below:

For Trainings conducted, self-attested copies of any of the following documents:

- Documents indicating experience in conducting similar 'Placement Linked Training Programme' in the related field of Sector with number of youths trained (self-attested printouts of verifiable information given by Government or donor agency will be accepted)
- Self-attested detailed list of youth trained in proposed sectors

For Placements conducted, self-attested copies of any of the following documents:

- Documents indicating experience in conducting similar 'Placement Linked Training Programme' in the related field of Sector with number of youths trained (self-attested printouts of verifiable information given by Government or donor agency will be accepted)
- Self-attested detailed list of youth placed in proposed sectors with name & contact detail of youth and employer and salary of the candidate.
- Letter from the employer confirming employment of trainees from the institute or agency clearly indicating the date of recruitment, numbers recruited and sector/category of work.

**Annexure -6:**

**An affidavit for not being blacklisted**

(An affidavit on a non-judicial stamp paper of minimum **Rs. 100/-** by agency's Secretary/ Authorized Signatory with his/her dated Sign and Seal)

**AFFIDAVIT**

We, (Name of Agency) having its registered office at (Office address) do hereby declare that the Applicant hasn't been blacklisted/ debarred by any donor agency/ State Government/ Central Government authority for breach on our part.

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signatory)

(Organization Seal)

Date: 



**Annexure - 7:  
Self-Declaration**

(Declaration by (Name of Agency) on his/ her organization letterhead with registration number, dated Sign and Seal by authorized signatory)

**To whomsoever it may concern**

On the basis of registration document/certificates, we M/s (Name of agency), having office at (Office address), hereby give our consent for following as per norms of RSLDC (As amended from time to time):

- I. To set-up dedicated Skill Development Center (SDC) as per given specification in the guideline, the capacity of each established SDC should not be less than 100 youth per year.
- II. To arrange sufficient space, furniture, equipment, tools, training aids, raw material, electricity, water supply and other essentials required for imparting training to youth in the proposed course(s).
- III. To mobilize and counsel youth for training (Registered with Employment Department and getting unemployment allowance)
- IV. To hire/engage competent and eligible trainer(s) to undertake training in the proposed courses.
- V. To install Aadhaar linked GPRS enabled biometric machine for daily attendance (in & out) at the SDC, which has to be compatible with ISMS system of RSLDC and provide other information required by RSLDC.
- VI. To install IP camera and provide the live feed to Kaushal Darpan established at RSLDC HQ.
- VII. To arrange assessment and certification of trained youth.
- VIII. To maintain records of trainings including the expenditure made for setting up and conduct of skill training programmes for 03 years.

For and on behalf of:

Signature:

Name:

Design

ation:

(Authorized Representative and

Signatory) (Organization Seal)

Date: 

## **Annexure - 8:**

### **Terms & Conditions for Joint Ventures/Consortium applicants**

- a) The consortium shall be based on a legal **agreement** between two PIAs where the Lead Member of the consortium is clearly stated.
- b) The Lead Member shall bear entire **financial responsibility** for the project, including fulfilment of demand/recovery be the **Government** in case of any default or deviations in the project or for which work has not been completed as per the sanction.
- c) The Lead Member cannot walkout after the **project is approved**. All the commitments as per the sanction order for project delivery have to be **met by the Lead Member** in case the applicant PIA fails to do so.
- d) The Lead Member undertakes to develop the **capabilities** of the other member also.
- e) The Lead Member shall also fulfil all financial **eligibility** criteria in terms of the Guidelines.
- f) The applicant PIA shall be responsible for delivery of the project as per **sanction**.
- g) The project shall be sanctioned in the name of the applicant PIA, and it shall be clearly mentioned that that the project is being **undertaken** as a consortium
- h) There is a clear division of the responsibilities **between** the Members in **the** consortium
- i) The oversight mechanism of the Lead Member is **explicit** and adequate.
- j) Both the members of consortium may claim **credit** for the work done **under** a consortium for categorization in future projects.

**Annexure -9:**

**Proposed Evaluation Matrix**

a) For Skill Background Agencies:

| SNo | Criteria  | Max Marks  | Marks Distribution  |
|-----|---|------------|---|
| 1   | Average annual turnover for the last three financial years i.e. 2018-19, 2019-20, and 2020-21 from skill related projects   | 20         | 50 – 75 lakh – 10 Marks<br>75 – 100 lakh – 15 Marks<br>More than 100 lakh - 20 marks                |
| 2   | Number of SDC established in last 02 years  | 10         | 5 – 7 SDC – 5 marks<br>8-10 SDC – 7 marks<br>More than 10 SDC - 10 marks                            |
| 3   | Youth trained through skill training programme in any Ministry/State/central Govt./UT Administration/ Semi- Govt. Organization/PSU/Reputed Private Limited Company in last 03 years                                 | 10         | 750 – 1000 trained – 05 marks<br>1001 – 1500 trained – 7 marks<br>More than 1500 trained – 10 marks |
| 4   | Youth placed through skill training programme in any Ministry/State/central Govt./UT Administration/ Semi- Govt. Organization/PSU/Reputed Private Limited Company in last 03 years                                  | 10         | 500-800 placed – 05 marks<br>801 – 1200 trained – 7 marks<br>More than 1200 trained – 10 marks      |
| 5   | Number of Placement Partnership/Tie-ups with other reputed company/industries.  | 10         | 01-05 Tie-ups – 5 marks<br>06- 10 Tie-ups – 7 marks<br>More than 10 tie-ups – 10 marks              |
| 6   | Approach of Methodology, Project Understanding, Action Plan, sector coverage, infrastructure, robustness, strategic plan, based on presentation given by shortlisted agency in front of Project Approval Committee. | 40         | N/A   |
|     | <b>Total Marks</b>  | <b>100</b> |   |



b) For Non-Skill Background Agencies:

| SNo | Criteria  | Max Marks  | Marks Distribution  |
|-----|---|------------|---|
| 1   | Average annual turnover for the last three financial years i.e. 2018-19, 2019-20, and 2020-21 from other business activities  | 20         | 1.00 – 3.00 crore – 10 Marks<br>3.01 – 6.00 crore – 15 Marks<br>More than 6.00 crore - 20 marks |
| 2   | Number of Placement Partnership/Tie-ups with other reputed company/industries.  | 20         | 01-05 Tie-ups – 10 marks<br>06- 10 Tie-ups – 15 marks<br>More than 10 tie-ups – 20 marks        |
| 3   | Working experience in relevant sector, infrastructure, mapping & skill gap assessment for the state & trades proposed   | 20         | N/A   |
| 4   | Approach of Methodology, Project Understanding, Action Plan, sector coverage, infrastructure, robustness, strategic plan, based on presentation given by shortlisted agency in front of Project Approval Committee. | 40         | N/A   |
|     | <b>Total Marks</b>  | <b>100</b> |   |