

**Punjab Skill Development Mission,  
Department of Employment Generation, Skill Development & Training,  
Government of Punjab  
SCO No. 149-152, 2<sup>nd</sup> Floor, Sector 17 C, Chandigarh  
Tel. 0172-2720152, 2720153**

**EXPRESSION OF INTEREST (EOI)**

**EOI NO. 8.0**

**PSDM/ETP/2024-25/08**

**DATE.....**

**Empanelment of Training Partners to undertake projects**

**For various Skill Development Schemes under**

**Punjab Skill Development Mission**

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## Abbreviations and Full Forms

PSDM	Punjab Skill Development Mission
NULM	National Urban Livelihood Mission
DDU-GKY	Deen Dayal Upadhaya Grameen Kaushal Yojana
PMKVY	Pradhan Mantri Kaushal Vikas Yojana
CSR	Corporate Social Responsibility
EOI	Expression of Interest
PWD	Persons with Disabilities
NGO	Non-Governmental Organization.
MD	Mission Director
RFP	Request for Proposal
SSC	Sector skill council
NSDC	National skill Development Corporation
UT	Union Territory
PAN	Permanent Account Number
GST	Goods and Services Tax
P&L	Profit and Loss
CA	Chartered Accountant
MOU	Memorandum of Understanding
TOT	Training of Trainers

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## 1.0 Introduction

Punjab Skill Development Mission (PSDM) aims to enable a large number of youth to take up industry-relevant skill training that will improve their theoretical as well as practical knowledge and help them in securing a better livelihood by bringing necessary synergy, oversight and effective coordination. Punjab Skill Development Mission is bridging the gap between the skilled people required in Industry and the unemployed youth by ensuring that the right candidate with passion for a particular job chooses the right course according to his/her academic background, aptitude and skill-set.

The Government of Punjab accords highest priority to the Skill Development of its youth and to make them employable. The State Government accordingly has set up Punjab Skill Development Mission (PSDM) in line with the National Skill Development Policy. The Mission would be a single point within the Government to formulate and steer various skill development schemes.

### 1.1 Currently the Mission is implementing the following schemes and projects:

- a) Deen Dayal Upadhaya Grameen Kaushal Yojana (DDUGKY) - skill training program for rural youth.
- b) Pradhan Mantri Kaushal Vikas Yojana (PMKVY)- skill training program for urban & rural youth.
- c) Employability Skill Training Program Component of National Urban Livelihood Mission (NULM) - skill training program for urban youth.
- d) Corporate Social Responsibility (CSR) Projects for skill development.
- e) SANKALP (Skills Acquisition and Knowledge Awareness for Livelihood).
- f) Additionally, PSDM is aligning with other departments of Govt. of Punjab to undertake these skill training schemes.
- g) Jal Jeevan Mission
- h) Pre-Departure Orientation Program
- i) Punjab State Skill Scheme (Punjab Hunar Vikas Yojana)

**2.0 PSDM invites proposals through this Expression of Interest (EOI) for empanelment for the purpose of implementing skill training programs/ projects/ schemes under Punjab Skill Development Mission (PSDM).**

**2.1 Tender Cost & Proposal Processing Fees (Non-Refundable) :-** All applicants are required to submit a non-refundable Processing fee of Rs. **25,000/-** (Twenty-Five Thousand only) on <https://eproc.punjab.gov.in> through electronic modes as per portal norms.

2.2 Following two categories are eligible to apply (all applicants are advised to go through this document and the subsequent corrigendum/ addendum, if any, issued by PSDM before applying):-

2.2.1 Category A - Applicants having prior Skill Training Experience

This category is applicable to applicants who have prior skilling experience.

2.2.2 Category B – Applicants having no Prior Skill Training Experience

This category is applicable to applicants who don't have prior skilling experience.

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### 3.0 Technical Evaluation for Category A Applicants

Technical Evaluation for Category A Applicants involve two rounds – First Round of awarding marks on basis of eligibility criteria and Second Round of Presentation.

#### 3.1 First round of technical evaluation for Category A applicants shall be awarding marks on basis of the following eligibility criteria :-

S. N	Eligibility Criteria	Valid Documents to be submitted along with the proposal	Max. Marks	Benchmarks	Marks
1	<p>a. The applicant must be registered prior to 1.4.2021.</p> <p>b. The applicant must be either a Company OR Partnership Firm OR Proprietorship Firm OR Public sector undertaking OR Public sector company OR Society OR Trust OR NGO</p> <p>Note - Consortium is not allowed under this EOI</p>	<ul style="list-style-type: none"> <li>For partnership Firm – Certificate of registration and registered partnership deed.</li> <li>For others -Certification of registration.</li> </ul>	5	a) 3 years of incorporation or above but less than 5 years of incorporation (as on 1.4.2024)	a) 02 Marks
				b) 5 years of incorporation or above but less than 7 years of incorporation (as on 1.4.2024)	b) 03 Marks
				c) More than 7 years of incorporation (as on 1.4.2024)	c) 05 Marks
2	<p>a. The applicant must have a minimum average annual turnover of INR 50 Lakhs in any of the 3 financial years. F.Y. 2019-20, 2020-21, 2021-22, 2022-23 and 2023-24 from skilling programs. (as per published audited balance sheets).</p>	<p>1. CA certificate stating skilling turnover for stated financial years with accurate UDIN number. – Annexure A1 (a)</p> <p>2. Audited Balance Sheets for the Financial Years claimed for Average Annual Turnover. In case audited Balance sheet is not available for FY 2023-24, provisional balance sheet can be considered for the time being. In such cases, the final empanelment will be on the</p>	10	a) Average turnover of 3 years is equal to or more than 50 lakhs and less than 75 lakhs.	a) 05 Marks
				b) Average turnover of 3 years is equal to or more than 75 lakhs and less than 1 crore.	b) 07 Marks
				c) Average turnover of 3 years is equal to or more than one crore.	c) 10 marks

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	<p>b. The applicant must have positive net worth as on 31-03-2024</p>	<p>basis of the submission of finalized balance sheet for FY 2023-24 along with Net Worth Certificate as on 31.03.2024 in time bound manner as per directions of PSDM.</p> <p>*Balance Sheet should include Profit &amp; Loss account &amp; Receipt &amp; Payment account.</p> <p>Net worth should be positive as on 31-03-2024. (CA certified) - <b>Annexure A1 (b)</b></p>			
3	<p>Duration for which the organization has been imparting skill training under different schemes/ paid courses as on the date of EOI submission and not older than 1.4.2019.</p> <p>(Only those trainings will be considered for which the documents mentioned in the relevant column are attached).</p> <p>Recognition of prior learning and non-placement linked schemes are not to be considered.</p>	<p>1. Sanction order / work order from the UT OR State Government OR Centre Government OR NSDC OR SSC OR CSR organisation. Such documents should not be older than 01.04.2019. (to be attached with annexure A2)</p> <p>2. An undertaking from the applicant on the letter head of the applicant that only relevant skill training data has been submitted and no information has been left out while making the proposal against the EOI – Annexure A2.</p>	5	<p>b) Equal to or more than 2 and less than 3 years (as on 1.4.2024)</p>	03 Marks
				<p>c) Equal to or more than 03 years but not older than 01-04-2019 ((as on 1.4.2024)</p>	05 Marks
4	<p>Training performance not older than 1.4.2019 under Sanction order / work order from the UT OR State Government OR Centre Government OR NSDC OR SSC OR CSR organisation of the organisation during the past five Financial years (2019-20, 2020-21, 2021-22, 2022-23 and 2023-24)</p> <p>Recognition of prior</p>	<p>1. On letter head of UT/State / Centre Govt., NSDC, SSC, CSR organisation in terms of target, trained, certified and placed. The placement figures as mentioned should be verified by the UT/ State / Centre Govt., NSDC, SSC, CSR organisation on letter head. (Annexure A3 (b)).</p> <p>2. On letter head of the applicant/organisation in terms of trained, certified and placed against the target. – Annexure</p>	5	<p>a) Equal to or more than 100 but less than 250 candidates trained (from 1.4.2019 to 1.4.2024)</p>	02 marks
				<p>b) Equal to or more than 250 but less than 500 candidates trained (from 1.4.2019 to 1.4.2024)</p>	03 Marks
				<p>c) Equal to or more than 500 candidates trained (from 1.4.2019</p>	05 Marks

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	learning and non-placement linked schemes are not to be considered.	3. An undertaking from the applicant on the letter head of the applicant that only relevant skill training data has been submitted and no information has been left out while making the proposal against the EOI – Annexure A2.		to 1.4.2024)	
5	<p><b>Number of candidates that have been provided employment under skill training Sanction order / work order from the UT OR State Government OR Centre Government OR NSDC OR SSC OR CSR organisation during the past five years (2019-20, 2020-21, 2021-22, 2022-23 and 2023-24).</b></p> <p>Recognition of prior learning and non-placement linked schemes are not to be considered.</p>	<p>The definition of the placement will be considered as per the definition of the scheme under which applicant has worked.</p>	5	<p>a) Equal to 50% and less than 60% candidates placed</p> <p>b) Equal to 60% and less than 70% candidates placed</p> <p>c) Equal to or more than 70% candidates placed</p>	<p>02 marks</p> <p>03 marks</p> <p>5 Marks</p>
6	<p><b>No of tie-ups (MOUs) for placement/apprenticeship with the employers for period of 1-09-2024 to 31-03-2026</b></p>	<p>1. Copies of MOUs signed with the formal sector employers. The offered wage/salary should be mentioned. <b>(Annexure A4).</b></p> <p>(Criteria of minimum wages for semi-skilled workers as prevalent in the Employment State shall be taken in consideration)</p>	5	<p>a) More than 2 and equal or Less than 5 MOUs</p> <p>b) More than 5 and equal or Less than 10 MOUs</p> <p>c) Equal to or more than 10 MOUs</p>	<p>b) 3 Marks</p> <p>c) 4 Marks</p> <p>d) 5 Marks</p>
7	<p><b>Infrastructure for training (Owned/ Rented/ leased) as on EOI floating date in the state of Punjab for training</b></p>	<p>1. Owned property – Copy of registration OR Rented property – Rent Agreement OR Leased property – Lease Agreement</p> <p>2. Rent agreement/lease deed should be valid for at least six months on the date of floating of EOI.</p> <p>3. Geo tagged photos of training centre are required.</p> <p><b>Annexure A5 and Annexure A6 to be submitted</b></p>	5	<p>a) Rented training centre</p> <p>b) Leased training centre</p> <p>c) Own Training Centre</p>	<p>01 mark</p> <p>03 marks</p> <p>05 marks</p>

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8	<p><b>Training Centre Readiness for NSQF aligned job roles.</b></p> <p><b>Requirement</b> Sector, Job Role, NSQF level, TOT certified Trainer availability/Qualification as per mentioned job role</p> <p>Only those training centres and job roles will be considered which will fulfil the conditions</p> <p>The applicant with not even one training centre ready for single job role will be rejected.</p>	<p>Proposed skill training centre wise Sector, Job Role, NSQF level, TOT certified Trainer availability/Qualification as per mentioned job role</p> <p>Annexure A6 is to be submitted as per format</p>	10	Even if one training centre is ready for one job role	10 marks
Total			50		

**Note regarding clause 3.1:-**

1. Submission of all the valid/legal documents in context to the above table is mandatory.
2. The detail of training centres as submitted by the applicant will be physically verified by Punjab Skill Development Mission by visiting the centre.
3. The applicant should have an office in Punjab/Chandigarh with availability of Point of contact as State head or project head at the time of application submission. **(Annexure 4)**
4. Only those applicants whose proposals meet all the eligibility criteria in first round and score at-least 30 marks will be considered for second round of evaluation.

**3.2 Second round of evaluation for Category A applicants**

Applicants that score a minimum of 30 marks in the first round will proceed to the second round. This round involves a technical presentation where the selected applicants will have an opportunity to present their candidature. Mere appearance for second round or invitation for second round will not mean that the applicant has cleared the first round or the applicant is eligible for empanelment. To be considered for final empanelment, applicants must score a minimum of 04 marks in the presentation round.

S.No	Subject matter	Maximum Marks
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1	Plan for Implementation of project after allocation of target (approach and methodology for skilling )	3
2	Plan for monitoring the project effectively	2.5
3	Existing process of tracking the alumni after placement	2
4	Employability potential assessment based on target demand and MOU's shared	2.5
	<b>Maximum Marks</b>	<b>10</b>

**3.3 Final Empanelment for Category A Applicants:**

The applicant's combined score from both rounds must be at least 50% to qualify for final empanelment. The final empanelment decision will be based on the combined score of both the first and second rounds AND the requirement of PSDM.

**3.4 Annexures (Applicable for A category applicants)**

<Applicants are required to mark the page numbering at all pages of proposal and fill in proposal index>

S. No	Document	At page number of the proposal (to be specified by the applicant)
1	Covering Letter (ANNEXURE 1)	
2	Applicant Detail (ANNEXURE 2)	
3	Self-Declaration for not being blacklisted (ANNEXURE 3)	
4	Office Address in Punjab/Chandigarh (ANNEXURE 4)	
5	Financial Details (ANNEXURE A1 (a))	
6	NET WORTH CERTIFICATE (ANNEXURE A1 (b))	
7	Self-Declaration -no other skill trainings except mentioned in EOI (ANNEXURE A2)	
8	Past Training/Placement details (ANNEXURE A3 (a))	
9	Client certificate (ANNEXURE A3 (b))	
10	No of tie-ups for placement/apprenticeship (ANNEXURE A4)	
11	Infrastructure Detail (ANNEXURE A5)	
12	Training Centre Readiness (ANNEXURE A6)	
13	Self assessment by applicant (ANNEXURE A7)	

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#### 4.0 Technical Evaluation of Category B Applicants

Technical Evaluation for Category B Applicants involve two rounds – First Round of awarding marks on basis of eligibility criteria and Second Round of Presentation.

#### 4.1 First round of technical evaluation for Category B applicants shall be awarding marks on basis of the following eligibility criteria :-

S. N	Eligibility Criteria	Valid Documents to be submitted along with the proposal	Max. marks	Benchmarks	Marks
1	<p><b>a. The applicant must be registered prior to 1.4.2021.</b></p> <p><b>b. The applicant must be either</b>                      a Company                      OR                      Partnership Firm                      OR                      Proprietorship Firm                      OR                      Public sector undertaking OR                      Public sector company                      OR                      Society                      OR                      Trust                      OR                      NGO</p> <p><b>Note - Consortium is not allowed under this EOI</b></p>	<ul style="list-style-type: none"> <li>• For partnership Firm – Certificate of registration and registered partnership deed.</li> <li>• For others -Certification of registration.</li> </ul>	5	a) 3 years of incorporation or above but less than 5 years of incorporation (as on 1.4.2024)	a) 02 Marks
				b) 5 years of incorporation or above but less than 7 years of incorporation (as on 1.4.2024)	b) 03 Marks
				c) More than 7 years of incorporation (as on 1.4.2024)	c) 05 Marks
2	<p><b>a. The applicant must have a minimum average annual turnover of INR 50 Lakhs in any of the 3 financial years. F.Y. 2019-20, 2020-21, 2021-22, 2022-23 and 2023-24 from any business. (as per published audited balance sheets).</b></p>	<p>1. CA certificate stating skilling turnover for stated financial years with accurate UDIN number. – <b>Annexure B1 (a)</b></p> <p>2. Audited Balance Sheets for the Financial Years claimed for Average Annual Turnover. In case audited Balance sheet is not available for FY 2023-24, provisional balance sheet can be considered for the time being. In such cases, the final</p>	10	a) Average turnover of 3 years is equal to or more than 50 lakhs and less than 75 lakhs	a) 05 Marks
				b) Average turnover of 3 years is equal to or more than 75 lakhs and less than 1 crore	b) 7 Marks
				c) Average turnover of 3 years is equal to or more than one	c) 10 marks

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	<p>b. The applicant must have positive net worth as on 31-03-2024</p>	<p>empanelment will be on the basis of the submission of finalized balance sheet for FY 2023-24 along with Net Worth Certificate as on 31.03.2024 in time bound manner as per directions of PSDM. *Balance Sheet should include Profit &amp; Loss account &amp; Receipt &amp; Payment account.</p> <p>b. Net worth should be positive as on 31-03-2024. (CA certified) - <b>Annexure B1 (b)</b></p>		<p>crore.</p>	
3	<p>No of tie-ups (MOUs) for placement/apprenticeship with the employers for period of 01-09-2024 to 31-03-2026</p>	<p>1. Copies of MOUs signed with the formal sector employers. The offered wage/salary should be mentioned. <b>(Annexure B2)</b></p> <p>(Criteria of minimum wages for semi-skilled workers as prevalent in the Employment State shall be taken in consideration)</p>	5	<p>a) More than 2 and equal or Less than 5 MOUs b) More than 5 and equal or Less than 10 MOUs c) Equal to or more than 10 MOUs</p>	<p>b) 3 Marks c) 4 Marks d) 5 Marks</p>
4	<p>Infrastructure for training (Owned/Rented/leased) as on EOI floating date in the state of Punjab for training</p>	<p>1. Owned property – Copy of registration OR Rented property – Rent Agreement OR Leased property – Lease Agreement</p> <p>2. Rent agreement/lease deed should be valid for at least six months on the date of EOI floating date.</p> <p>3. Geo tagged photos of training centre are required.</p> <p><b>(Annexure B3 and Annexure B4)</b></p>	5	<p>a) Rented training centre b) leased training centre c) Own training centre</p>	<p>01 marks 03 marks 05 marks</p>

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5	<p>Training Centre Readiness for NSQF aligned job roles.</p> <p>Requirement Sector, Job Role, NSQF level, TOT certified Trainer availability/Qualification as per mentioned job role</p> <p>Only those training centres and job roles will be considered which will fulfil the conditions</p> <p>The applicant with not even one training centre ready for single job role will be rejected.</p>	<p>Proposed skill training centre wise Sector, Job Role, NSQF level, TOT certified Trainer availability/Qualification as per mentioned job role</p> <p>(Annexure B4)</p>	10	Even if one training centre is ready for one job role	10 marks
Total			35		

1. Note regarding clause 4.1:-

1. Submission of all the valid/legal documents in context to the above table is mandatory.
2. The detail of training centres as submitted by the applicant will be physically verified by Punjab Skill Development Mission by visiting the centre.
3. The applicant should have an office in Punjab/Chandigarh with availability of Point of contact as State head or project head at the time of application submission. (Annexure4)
4. Only those applicants whose proposals meet all the eligibility criteria in first round and score at-least 21 marks will be considered for second round of evaluation.

4.2 Second round of evaluation for Category B applicants

Applicants that score a minimum of 21 marks in the first round will proceed to the second round. This round involves a technical presentation where the selected applicants will have an opportunity to present their candidature. Mere appearance for second round or invitation for second round will not mean that the applicant has cleared the first round or the applicant is eligible for empanelment. To be considered for final empanelment, applicants must score a minimum of 04 marks in the presentation round.

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Subject matter	Maximum Marks
Plan for Implementation of project after allocation of target (approach and methodology for skilling )	2.5
Plan for monitoring the project effectively	2
Plan for Tracking of alumni if targets are allocated	1.5
Employability potential assessment based on target demand and MOU's shared	1.5
Understanding of skilling ecosystem ( understanding of Skill India mission , skill India portal , sector skill council, understanding of the state and suitability for the state	2.5
<b>Maximum Marks</b>	<b>10</b>

**4.3 Final Empanelment for Category B Applicants:**

The applicant's combined score from both rounds must be at least 50% to qualify for final empanelment. The final empanelment decision will be based on the combined score of both the first and second rounds AND the requirement of PSDM.

**4.4 Annexure (Applicable for B category applicants)**

<Applicants are required to mark the page numbering at all pages of proposal and fill in proposal index>

S. No	Document	At page number of the proposal (to be specified by the applicant)
1	Covering Letter (ANNEXURE 1)	
2	Applicant Detail (ANNEXURE 2)	
3	Self-Declaration for not being blacklisted (ANNEXURE 3)	
4	Office Address in Punjab/Chandigarh (ANNEXURE 4)	
5	Financial Details (ANNEXURE B1 (a))	
6	NET WORTH CERTIFICATE (ANNEXURE B1 (b))	
7	No of tie-ups for placement/apprenticeship (ANNEXURE B2)	
8	Infrastructure Detail (ANNEXURE B3)	
9	Training Centre Readiness (ANNEXURE B4)	
10	Self assessment by applicant (ANNEXURE B5)	

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**5.0 General Instructions regarding this EOI for Empanelment**

- 5.1 The duration of the empanelment will be of 3 years and to be reviewed and extended year on year basis. The PSDM reserves all the rights to de-empanel Training Partner in case of non/poor performance/non-responsiveness. PSDM reserves the right to take further action as well.
- 5.2 The payment for skill development training shall be in accordance with the relevant scheme guidelines, common cost norms, or PSDM guidelines, which are periodically issued. These guidelines provide the framework for allocating funds and disbursing payments related to skill development training.
- 5.3 Once empanelled, the training partner has to adhere to the conditions of the empanelment which shall be issued in form of the empanelment letter.
- 5.4 Mere empanelment with PSDM does not entitle the Training agency to have training targets from PSDM.
- 5.5 In case the empanelled training agency is allocated work by virtue of being empanelled with PSDM, the concerned agency will have to adhere to the mandate of the work order meticulously.
- 5.6 After the expiry of empanelment period, the Training Partner has the option to apply for the renewal of empanelment by providing fresh proposal. However, the eligibility for renewal is contingent upon the Training Partner meeting the criteria established by Punjab Skill Development Mission. The renewal fees will be as decided by PSDM at that time.
- 5.7 In case any clarification regarding submitted documents is required from the applicant, same may be taken from the applicant agency, if committee so decides.
- 5.8 The applicant agency which is blacklisted by any of the Government or private organization as on date of floating of EOI is not eligible to apply. (**Annexure-3** to be submitted by the applicant).
- 5.9 All common Annexures and Annexures related to the relevant category are mandatory to be filled completely with signatures and stamp on each page. Failure to do so will result in rejection of the application.

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- 5.10 Bids along with necessary online payments must be submitted through e-Procurement portal (<https://eproc.punjab.gov.in/>) before the date and time specified in the EOI.
- 5.11 The Department/Tendering Authority doesn't take any responsibility for the delay / Non Submission of Tender / Non Reconciliation of online Payment caused due to Non availability of Internet Connection, Network Traffic/ Holidays or any other reason.
- 5.12 The applicants shall submit their eligibility and qualification details, Certificates as mentioned in section etc., in the online standard formats given in e-Procurement website (<https://eproc.punjab.gov.in/>) at the respective stage only.
- 5.13 The applicants should ensure that all the required documents as mentioned in the EOI document are uploaded on or before the due date in the prescribed format only.
- 5.14 The applicant shall upload the scanned copies of all the relevant certificates, documents etc. in support of their eligibility criteria/ technical bids and other certificate /documents in the e-Procurement website (<https://eproc.punjab.gov.in/>). This will be the applicant's sole responsibility to ensure that all required documents have been uploaded and all uploaded documents, when downloaded, must be legible/readable failing which their bid will be rejected. Hence, it is advised that all the documents should be properly scanned and uploaded.
- 5.15 The applicant shall digitally sign on the supporting statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity.
- 5.16 Proposals will be submitted via <https://eproc.punjab.gov.in/> only. Hard copy, fax, telex, or email shall not be entertained.
- 5.17 Bidders are requested to kindly go through the following intimations available on [eproc.punjab.gov.in](https://eproc.punjab.gov.in/):
1. Bidder Registration Charges.
  2. Payment through NEFT / RTGS Mode.
  3. Payment of Online Fees.
- 5.18 PSDM will host a pre bid as per the schedule of pre bid as mentioned above. The representatives of the interested organizations may attend the pre bid. The purpose of the pre bid is to provide bidders with clarifications, if any, regarding query of the Eoi.

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- 5.19 A helpdesk will be set up in PSDM (Reception) till the last date of EOI which will provide public help and support to resolve bidder's queries.
- 5.20 In case of any omission of uploading of any document, the decision of the committee established for proposal verification will be considered.
- 5.21 PSDM reserves the right to reject any or all the proposals submitted in response to this EOI document at any stage without assigning any reasons whatsoever. PSDM also reserves the right to hold or withdraw or cancel the process at any stage under intimation to the applicants who submit the response to EOI.
- 5.22 For further information and query regarding this EOI, you may contact Mr. Ankush Sharma. Phone – 8054908030, Email- [tsa.prog.expert01@gmail.com](mailto:tsa.prog.expert01@gmail.com) with cc to [secy.skill@psdm.gov.in](mailto:secy.skill@psdm.gov.in)

5.23 **E-proc Support**

**For any technical related queries please call at 24 x 7 Help Desk Number**

0120-4001002

0120-4001005

0120-4493395

**E Mail Support**

A) For any Issues or Clarifications relating to the published tenders, bidders are requested to contact the respective Tender Inviting Authority

Technical - support-eproc@nic.in

**For any issue(s) related to e-Payment please contact at**

**Important Note** - Always mention e Procurement Reference No.

(Go to Pay online- SBI Bank - Submit Payment Verification - Verify) and Mode of Payment (Internet Banking / NEFT/RTGS) in your e-Mail for quick rectification of the issue(s).

Tel: 022-27560266, 022-27560267 (On working days from 10.00 am to 05.00 pm)

Mobile 91-22-27560266, 67

**E-Mail**

[merchant@sbi.co.in](mailto:merchant@sbi.co.in) & [agmgad.lhocha@sbi.co.in](mailto:agmgad.lhocha@sbi.co.in)

**Important Note** - Always mention EOI ID in the subject line of e-Mail for thorough screening of your queries. 6284884511 (Only for Saturdays and Sundays from 09.00 am to 05.00 pm) Tel: 0172-2970263, 0172-2970284 (Punjab Government working days from 09.00 am to 05.00 pm)

Mobile 91-6284884511

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## EXPRESSION OF INTEREST (EOI) 8.0

E-Mail [eproc@punjab.gov.in](mailto:eproc@punjab.gov.in)

Corrigendum/ Addendum/ amendments if any, will be published on the departmental website. All such corrigendum/ addendum/ amendments shall be binding on all the applicants. The applicants are also advised to visit the aforementioned website on a regular basis for checking of corrigendum/ addendum/ amendments, if any.

### 6.0 Timeline

S. N.	Activity	Date/Time : Duration
1	Online Sale/Download date of Tender documents	From: <del>23-08-2024</del> , 09:00 AM <a href="https://eproc.punjab.gov.in">https://eproc.punjab.gov.in</a>
2	Last date for receiving queries via mail	30-08-2024, 05:00 PM
3	Pre Bid date	02-09-2024, 11:00 AM at PSDM, Chandigarh.
4	Last Date/Time for submission/uploading of offer/Bid	<del>08-10-2024</del> , 03:00 PM ( <a href="https://eproc.punjab.gov.in">https://eproc.punjab.gov.in</a> )
5	Date & time for opening of Bid (Round-1)	10-10-2024, 10:00 AM
6	Presentation Round(Round -2)	Will be intimated later.....

### 7.0 Submission of Proposal

Interested agencies fulfilling eligibility condition as mentioned above can submit their detailed proposal via <https://eproc.punjab.gov.in/>.


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## Annexures

Sub-  
10/3  
K. M. S.  
D. Pal  
M. S.  
M. S.  
S. S.  
S. S.

**Covering Letter**  
**<On the letterhead of the bidder/applicant>**

**From,**

<Name of the applicant>  
<Address of the registered office of the applicant including pincode>

**To,**

Mission Director,  
Punjab Skill Development Mission,  
S.C.O 149-152, Sector 17 C  
Chandigarh. 160017

**Subject.** Request for empanelment of training partners under EOI 8.0 for skill training schemes with Punjab Skill Development Mission.

Dear Madam,

Please find enclosed Copy of our Proposal in respect of the Empanelment with PSDM, in response to the Expression of Interest 8.0 (EOI 8.0) Document issued by the Punjab Skill Development Mission (PSDM), dated \_\_\_\_\_

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 8.0).
2. We have read the guidelines and EOI 8.0 document in detail and have understood the terms and conditions stipulated in the EOI Document issued by PSDM. We agree and undertake to abide by all these terms and conditions along with subsequent communication from PSDM. Our Proposal is consistent with all the requirements of submission as stated in the EOI or in any of the subsequent communications from PSDM.
3. The agency has also read the detail guideline of Skill Development Schemes (including its various components) issued by competent authority and amended from time to time.
4. 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/omissions/false information in our Proposal. We acknowledge that PSDM will be relying on the information provided in the Proposal and the documents accompanying such Proposal for empanelment of the applicant for the aforesaid program, and we certify that all information provided in the

EOI 8.0 for Empanelment of New Training Partners

Mandatory Annexure for category A & B



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.

5. We acknowledge the right of PSDM 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.

6. We fulfill all the legal requirements and meet all the eligibility criteria laid down in the EOI 8.0.

7. This Proposal is unconditional and we hereby undertake to abide by the terms and conditions of the Eoi 8.0.

8. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signature)

Date:

Place:

Handwritten signatures and initials in blue ink, including a large signature on the left and several smaller ones to the right.

**Applicant Detail**

Declaration to be submitted under the signature of Authorized Representative / Signatory of the applicant agency on official Letterhead and official seal.

Sr. No.	Description	Detail
1	Name of Legal Entity	
2	Registered office address as mentioned in incorporation certificate and related documents.	
3	Name of Authorized Signatory	
4	Registration Number	
5	Date of Registration	
6	Place of Registration	
7	Type of registration	
8	PAN Card Number	
9	Primary point of contact (for all sort communication purposes (Contact No. & Email ID)	
10	Secondary point of contact (Contact No. & Email ID)	

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signature)

Date:

Place:

**Note:-Please provide copy of the below mentioned:**

- For partnership firm- certificate of registration and registered partnership deed
- For others- registration certificate
- Registration will be considered prior to 01-04-2021

*(Handwritten signatures and initials)*

**Self-Declaration for not being blacklisted  
<On the letterhead of the bidder/applicant>**

I/We \_\_\_\_\_ <Bidder/applicant name> \_\_\_\_\_, having its registered office at <Office address>, do hereby declare that the Applicant is not blacklisted/ debarred by any donor agency/ State Government/ Central Government /Sector skill council authority as on date of floating of EOI.

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signature)

Date:

Place:

*[Handwritten signatures and initials]*

ANNEXURE 4

**Office Address**  
<On letterhead of the organization>

I/We <Bidder/applicant name>, having its registered office at <Office address>, do hereby declare that the address for our office in Punjab/Chandigarh with availability of Point of contact as State head or project head is below:

Name of Official	Designation	Contact Number and email ID	Office Address

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signature)

Date:

Place:

*Handwritten signatures and initials in blue ink, including a circled 'E' and a checkmark.*



## ANNEXURE A1 (a)

## Financial Details

&lt;On the letterhead of Chartered Accountant with UDIN Number&gt;

On the basis of audited financial statements, I <name of chartered accountants> hereby submit that <the name of bidder/applicant> is having registered office at <address> and is registered under <name of the registering authority> on the <date> bearing the <registration number> has the following annual turnover from training/skilling and annual turnover from other various activities in the past financial years as follows:

Sl. No.	Financial Year	Turnover of the applicant from training/skilling only	Annual Total Turnover of the applicant
1	2019-20		
2	2020-21		
3	2021-22		
4	2022-23		
5	2023-24		
	Average turnover of any of 3 F.Y.		
<i>(Mention the 3 Financial Years selected to reach average turnover)</i>			
FY 1 –			
FY 2 –			
FY 3 –			

Note-F.Y with maximum turnover will be chosen for average turnover.

## Chartered Accountant:

Name  
Signature  
Seal  
UDIN Number

Registration Number of CA  
Contact Number of CA  
Date:  
Place:

*(Handwritten signatures and initials)*

Annexure A1 (b)

NET WORTH CERTIFICATE

(On the Letterhead of Registered Chartered Accountant)

This is to certify that the Net worth of M/s.....as on 31-03-2024 is Rs..... (in figures), ..... (in words) and is ..... (positive/negative).

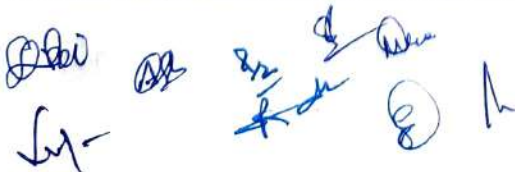
It is further certified that the computation of Net worth, based on my/ our scrutiny of the books of accounts, records and documents, is true and correct to the best of my / our knowledge and as per information provided to my/our satisfaction.

**Chartered Accountant:**

Name  
Signature  
Seal  
UDIN Number

Registration Number of CA  
Contact Number of CA

Date:  
Place:



**Self-Declaration**  
**<On letterhead of the organization>**

An undertaking from the organisation on the letter head that no other skill trainings except mentioned in EOI has been conducted by the applicant after 01-04-2019.

I/We <Bidder/applicant name>, having its registered office at <Office address>, do hereby declare that we have not conducted any other skill trainings except mentioned in the proposal. It is also certified that we have submitted information on skill training as per the requirement of the EOI.

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signature)

Date:

Place:

Handwritten signatures and initials in blue ink at the bottom of the page. There are several distinct signatures, some appearing to be initials or names, written in a cursive style.

## Annexure A3 (a)

**Past Training/Placement details**  
**<On letterhead of the applicant>**

Details of all the training/skilling and placement linked programs conducted from 01.04.2019 to 31.03.2024. (RPL and non-placement linked scheme details will not be considered.

**Declaration**

It is hereby declared that the information submitted by <Bidder/applicant name> is true and verifiable in all respect. PSDM has every right to verify the details submitted with Ministry/State departments/organization for which the scheme implementation has been done.

F.Y	State/District	Name of Scheme	Name of department/ organization from which target are received	Total target	No. of Students Trained	No. of Students Certified	No. of Students Placed (as per scheme guidelines)	Ongoing training candidates (if any)
01.04.2019 to 31.03.2020								
01.04.2020 to 31.03.2021								
01.04.2021 to 31.03.2022								
01.04.2022 to 31.03.2023								
01.04.2023 to 31.03.2024								

**Note:-**

1. Target allocation letters to be attached.
2. Placement of candidates to be considered as per scheme guidelines.

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signature)

Date:

Place:

EOI 8.0 for Empanelment of New Training Partners

Category-A (Mandatory Annexures)

*(Handwritten signatures and initials)*

Annexure A3 (b)

**Client certificate**  
(On letter head of UT/State/ Centre Govt. NSDC, SSC, CSR organisation in terms of target, trained, certified and placed)

Memo No.

Date:-

**To Whom It May Concern**

This is to certify that M/S....., is a registered Training Provider with.....(Department/Mission name).....

We hereby confirm that the performance details of M/S .....is hereunder: -

FY	Scheme Name	Total Target allocated	Total No. of Candidates Trained	No. of Candidates Ongoing	Total No. of Candidates Certified	Total No. of Candidates Placed till date	Project Status (ongoing/closed)

For and on behalf of:

Name:-

Designation:-

Department:-

(Authorized Representative with Signature & Seal)

EOI 8.0 for Empanelment of New Training Partners

Category-A (Mandatory Annexures)

*(Handwritten signatures and initials)*

No of tie-ups for placement/apprenticeship

I/We <Bidder/applicant name>, having its registered office at <Office address>, do hereby declare that we have tie-ups with the formal sector industry/organisations for period from 01-04-2024 to 31-03-2026 (to be attached) for placement/apprenticeship of candidates at minimum wages of semi-skilled candidates in the state of employment is detailed below:-

Name of the organization and address	Contact person name, designation & contact number of the employer	Sector	Job Role	Number of candidates required	Offered Salary	Location of the placement /apprenticeship

Note - MOUs must be signed, stamped and on letter head of the employers to be attached.

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signature)

Date:

Place:

ANNEXURE A5

Infrastructure Detail

<On letterhead of the organization>

I/We <Bidder/applicant name>, having its registered office at <Office address>, do hereby declare that below mentioned training infrastructure details are with us:-

S No	Training Centre Address	Training Centre is Owned OR Leased OR Rented	Rent agreement/Lease deed/Owned property document attached	Atleast 3 and not more than 5 Geo tagged photos of the proposed Training Centre from outside attached	Total covered area of the training center (in square foot)
			Yes / No	Yes/ No	

Note:-If the applicant has more than one training center then furnish the details separately in the same format.

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signature)

Date:

Place:

Handwritten signatures and initials in blue ink, including a large signature on the left, several smaller initials in the middle, and a signature with a date '12/01/19' on the right.

**Training Centre Readiness**  
 <On letterhead of the organization>

I/We <Bidder/applicant name>, having its registered office at <Office address>. The training centre readiness detail is given below:-

S. No	District	TC address	Total Number of candidates who can be trained at one time at the TC (8 hours per day training)	Whether TC is Owned/ Leased/ Rented	In case the TC is leased/ rented, the date till which the lease deed/ rent agreement is applicable	Proposed NSQF Job Role for the TC (one row for one Job Role) Name of Job Role	Whether TC is accredited for the proposed Job Role at column g (Yes/ No) If yes date till which accreditation is valid	If answer to column h is No, then whether the TC is fulfilling the criteria for accreditation for the proposed Job Role at column g (Yes/ No)	QP Code of Column g	Number of candidates who can be trained at one time at the TC in the proposed Job Role (8 hours per day training)*	Sector of the proposed Job role for the TC	NSQF Level of the proposed Job Role for the TC	No of valid TOT certified trainers available for the proposed Job Role at the TC	If the trainer is not TOT certified then the qualification of the trainer is as per requirement (Yes/No)	Whether valid TOT certificate attached (Yes/ No)	Whether CV of the eligible trainer attached if the trainer is not TOT certified
a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	p	q
1																
2																
3																
4																

\*The combined capacity of proposed job roles at a TC cannot exceed the total training capacity of the Training Centre. That is total of column k for a training centre cannot be more than column d.

In case the agency is empanelled, the agency undertakes that any change that happens in above parameters will be intimated to PSDM within 7 days of such change.

Note:-Trainers CV / TOT Certificate to be attached.

For and on behalf of:

Date  
Place

Signature:  
Name:  
Designation:  
(Authorized Representative and Signature)



## ANNEXURE A7

## Self Assessment by Applicant

S. N	Eligibility Criteria	Valid Documents to be submitted along with the proposal	Max. Marks	Benchmarks	Marks	Self marking by applicant	Page number of the proposal
1	<p>a. The applicant must be registered prior to 1.4.2021.</p> <p>b. The applicant must be either a Company OR Partnership Firm OR Proprietorship Firm OR Public sector undertaking OR Public sector company OR Society OR Trust OR NGO</p> <p>Note - Consortium is not allowed under this EOI</p>	<ul style="list-style-type: none"> <li>For partnership Firm – Certificate of registration and registered partnership deed.</li> <li>For others - Certification of registration.</li> </ul>	5	<p>a) 3 years of incorporation or above but less than 5 years of incorporation (as on 1.4.2024)</p> <p>b) 5 years of incorporation or above but less than 7 years of incorporation (as on 1.4.2024)</p> <p>c) More than 7 years of incorporation (as on 1.4.2024)</p>	<p>a) 02 Marks</p> <p>b) 03 Marks</p> <p>c) 05 Marks</p>		
2	<p>a. The applicant must have a minimum average annual turnover of INR 50 Lakhs in any of the 3 financial years. F.Y. 2019-20, 2020-21, 2021-22, 2022-23 and 2023-24 from skilling programs. (as per published audited balance sheets).</p>	<p>1. CA certificate stating skilling turnover for stated financial years with accurate UDIN number. – <b>Annexure A1 (a)</b></p> <p>2. Audited Balance Sheets for the Financial Years claimed for Average Annual Turnover. In case audited Balance sheet is not available for FY 2023-24, provisional balance sheet can be considered for the time being. In such cases, the final empanelment will be on the basis of the</p>	10	<p>a) Average turnover of 3 years is equal to or more than 50 lakhs and less than 75 lakhs.</p> <p>b) Average turnover of 3 years is equal to or more than 75 lakhs and less than 1 crore.</p> <p>c) Average turnover of 3 years is equal to or more than one crore.</p>	<p>a) 05 Marks</p> <p>b) 07 Marks</p> <p>c) 10 marks</p>		

EOI 8.0 for Empanelment of New Training Partners

Category-A (Mandatory Annexures)

Punjab Skill Development Mission (PSDM)

<p>b. The applicant must have positive net worth as on 31-03-2024</p>	<p>submission of finalized balance sheet for FY 2023-24 along with Net Worth Certificate as on 31.03.2024 in time bound manner as per directions of PSDM</p> <p>*Balance Sheet should include Profit &amp; Loss account &amp; Receipt &amp; Payment account.</p> <p>Net worth should be positive as on 31-03-2024. (CA certified) - Annexure A1 (b)</p>			
<p>3</p> <p>Duration for which the organization has been imparting skill training under different schemes/ paid courses as on the date of EOI submission and not older than 1.4.2019.</p> <p>(Only those trainings will be considered for which the documents mentioned in the relevant column are attached).</p> <p>Recognition of prior learning and non-placement linked schemes are not to be considered.</p>	<p>1. Sanction order / work order from the UT OR State Government OR Centre Government OR NSDC OR SSC OR CSR organisation. Such documents should not be older than 01.04.2019. (to be attached with annexure A2)</p> <p>2. An undertaking from the applicant on the letter head of the applicant that only relevant skill training data has been submitted and no information has been left out while making the proposal against the EOI -Annexure A2.</p>	<p>5</p> <p>b) Equal to or more than 2 and less than 3 years (as on 1.4.2024)</p>	<p>03 Marks</p>	
		<p>c) Equal to or more than 03 years but not older than 01-04-2019 ((as on 1.4.2024)</p>	<p>05 Marks</p>	
<p>4</p> <p>Training performance not older than 1.4.2019 under Sanction order / work order from the UT OR State Government OR Centre Government OR NSDC OR SSC OR CSR organisation of the organisation during the past five Financial years (2019-20, 2020-21, 2021-22, 2022-23 and 2023-24)</p>	<p>1. On letter head of UT/State / Centre Govt., NSDC, SSC, CSR organisation in terms of target, trained, certified and placed. The placement figures as mentioned should be verified by the UT/ State / Centre Govt., NSDC, SSC, CSR organisation on letter head. (Annexure A3 (b)).</p>	<p>5</p> <p>a) Equal to or more than 100 but less than 250 candidates trained (from 1.4.2019 to 1.4.2024)</p>	<p>02 marks</p>	
		<p>b) Equal to or more than 250 but less than 500 candidates trained (from 1.4.2019 to 1.4.2024)</p>	<p>03 Marks</p>	
		<p>c) Equal to or</p>		

EOI 8.0 for Empanelment of New Training Partners

Category-A (Mandatory Annexures)

*Handwritten signatures and initials in blue ink.*

Punjab Skill Development Mission (PSDM)

<p>Recognition of prior learning and non-placement linked schemes are not to be considered.</p> <p>5</p> <p><b>Number of candidates that have been provided employment under skill training Sanction order / work order from the UT OR State Government OR Centre Government OR NSDC OR SSC OR CSR organisation during the past five years (2019-20, 2020-21, 2021-22, 2022-23 and 2023-24).</b></p> <p>Recognition of prior learning and non-placement linked schemes are not to be considered.</p>	<p>2. On letter head of the applicant/organisation in terms of trained, certified and placed against the target. – <b>Annexure A3 (a).</b></p> <p>3. An undertaking from the applicant on the letter head of the applicant that only relevant skill training data has been submitted and no information has been left out while making the proposal against the EOI – <b>Annexure A2.</b></p> <p>The definition of the placement will be considered as per the definition of the scheme under which applicant has worked.</p>	<p>more than 500 candidates trained (from 1.4.2019 to 1.4.2024)</p> <p>05 Marks</p>		
<p>6</p> <p><b>No of tie-ups (MOUs) for placement/apprenticeship with the employers for period of 1-09-2024 to 31-03-2026</b></p>	<p>1. Copies of MOUs. signed with the formal sector employers. The offered wage/salary should be mentioned. (<b>Annexure A4</b>)</p> <p>(Criteria of minimum wages for semi-skilled workers as prevalent in the Employment State shall be taken in consideration)</p>	<p>a) More than 2 and equal or Less than 5 MOUs</p> <p>b) 3 Marks</p>		
<p>7</p> <p><b>Infrastructure for training (Owned/ Rented/ leased) as on EOI floating date in the state of Punjab for training</b></p>	<p>1. Owned property – Copy of registration OR Rented property – Rent Agreement OR Leased property – Lease Agreement</p> <p>2. Rent agreement/lease deed should be valid for at least six months on the date of floating of EOI.</p> <p>3. Geo tagged photos of</p>	<p>5</p> <p>a) Rented training centre</p> <p>01 mark</p>		
		<p>b) Leased training centre</p> <p>03 marks</p>		
		<p>c) Own Training Centre</p> <p>05 marks</p>		

EOI 8.0 for Empanelment of New Training Partners

Category-A (Mandatory Annexures)

*Handwritten signatures and initials in blue ink at the bottom of the page.*

Punjab Skill Development Mission (PSDM)

	training centre are required.				
	Annexure A5 and Annexure A6 to be submitted				
8	<p>Training Centre Readiness for NSQF aligned job roles.</p> <p>Requirement Sector, Job Role, NSQF level, TOT certified Trainer availability/ Qualification as per mentioned job role</p> <p>Only those training centres and job roles will be considered which will fulfil the conditions</p> <p>The applicant with not even one training centre ready for single job role will be rejected.</p>	<p>Proposed skill training centre wise Sector, Job Role, NSQF level, TOT certified Trainer availability/ Qualification as per mentioned job role</p> <p>Annexure A6 is to be submitted as per format</p>	10	Even if one training centre is ready for one job role	10 marks
	Total		50		

EOI 8.0 for Empanelment of New Training Partners

Category-A (Mandatory Annexures)

*Handwritten signatures and initials in blue ink, including a circled 'E' and a checkmark.*

## Financial Details

<On the letterhead of Chartered Accountant with UDIN Number>

On the basis of audited financial statements, I <name of chartered accountants> hereby submit that <the name of bidder/applicant> is having registered office at <address> and is registered under <name of the registering authority> on the <date> bearing the <registration number> has the following annual turnover from training/skilling and annual turnover from other various activities in the past five consecutive financial years as follows:

Sl. No.	Financial Year	Turnover of the applicant from training/skilling only	Annual Total Turnover of the applicant
1	2019-20		
2	2020-21		
3	2021-22		
4	2022-23		
5	2023-24		
	<b>Average turnover of any of 3 F.Y</b>		
<i>(Mention the 3 Financial Years selected to reach average turnover)</i>			
FY 1 –			
FY 2 –			
FY 3 –			

Note-F.Y with maximum turnover will be chosen for average turnover.

## Chartered Accountant:

Name  
Signature  
Seal  
UDIN Number

Registration Number of CA

Contact Number of CA

Date:

Place:

Note:- For category B applicants, the Annual Turnover under skilling/training component must be zero for all years.

EOI 8.0 for Empanelment of New Training Partners

Category-B (Mandatory Annexure)

*[Handwritten signatures and initials]*

**NET WORTH CERTIFICATE**

(On the Letterhead of Registered Chartered Accountant)

This is to certify that the Net worth of M/s.....as on 31-03-2024 is Rs.....(in figures), ..... (in words) and is ..... (positive/negative).

It is further certified that the computation of Net worth, based on my/ our scrutiny of the books of accounts, records and documents, is true and correct to the best of my / our knowledge and as per information provided to my/our satisfaction.

**Chartered Accountant:**

Name  
Signature  
Seal

Registration Number of CA  
Contact Number of CA

Date:  
Place:

*[Handwritten signatures and initials in blue ink]*

ANNEXURE B2

No of tie-ups for placements/apprenticeships

I/We <Bidder/applicant name>, having its registered office at <Office address>, do hereby declare that we have tie-ups with the formal sector industry/organisations for period from 01-04-2024 to 31-03-2026 (to be attached) for placement/apprenticeship of candidates at minimum wages of semi-skilled candidates in the state of employment is detailed below:-

Name of the organization and address	Contact person name, designation & contact number of the employer	Sector	Job Role	Number of candidates required	Offered Salary	Location of the placement/ apprenticeship

Note - MOUs must be signed, stamped and on letter head of the employers to be attached.

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signature)

Date:

Place:

EOI 8.0 for Empanelment of New Training Partners

Category-B (Mandatory Annexure)

*[Handwritten signatures and initials in blue ink]*

ANNEXURE B3

Infrastructure Detail

<On letterhead of the organization>

I/We <Bidder/applicant name>, having its registered office at <Office address>, do hereby declare that below mentioned training infrastructure details are with us:-

S No	Training Centre Address	Training Centre is Owned OR Leased OR Rented	Rent agreement/Lease deed/Owned property document attached	At-least 3 and not more than 5 Geo tagged photos of the proposed Training Centre from outside attached	Total covered area of the training center (in square foot)
			Yes / No	Yes/ No	

Note:-If the applicant has more than one training center then furnish the details separately in the same format.

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signature)

Date:

Place:

*Handwritten signatures and initials in blue ink.*



Punjab Skill Development Mission (PSDM)

ANNEXURE B4

Training Centre Readiness

<On letterhead of the organization>

I/We <Bidder/applicant name>, having its registered office at <Office address>. The training centre readiness detail is given below:-

S.No	District	TC address	Total Number of candidates who can be trained at one time at the TC (8 hours per day training)	Whether TC is Owned/ Leased/ Rented	In case the TC is leased/ rented, the date till which the lease deed/ rent agreement is applicable	Proposed NSQF Job Role for the TC (one row for one Job Role) Name of Job Role	Whether TC is accredited for the proposed Job Role at column g (Yes/ No) If yes date till which accreditation is valid	If answer to column h is No, then whether the TC is fulfilling the criteria for accreditation for the proposed Job Role at column g (Yes/ No)	QP Code of Column g	Number of candidates who can be trained at one time at the TC in the proposed Job Role (8 hours per day training)*	Sector of the proposed Job role for the TC	NSQF Level of the proposed Job Role for the TC	No of valid TOT certified trainers available for the proposed Job Role at the TC	If the trainer is not TOT certified then the qualification of the trainer is as per requirement (Yes/No)	Whether valid TOT certificate attached (Yes/ No)	Whether CV of the eligible trainer attached if the trainer is not TOT certified
a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	p	q
1																
2																
3																
4																

\*The combined capacity of proposed job roles at a TC cannot exceed the total training capacity of the Training Centre. That is total of column k for a training centre cannot be more than column d.

In case the agency is empanelled, the agency undertakes that any change that happens in above parameters will be intimated to PSDM within 7 days of such change.

Note:-Trainers CV / TOT Certificate to be attached.

For and on behalf of:

Date  
Place

Signature:

Same:

Designation:

(Authorized Representative and Signature)

*Handwritten initials*

ANNEXURE B5

Self Assessment by Applicant  
<On letterhead of the organization>

S. N	Eligibility Criteria	Valid Documents to be submitted along with the proposal	Max. marks	Benchmarks	Marks	Self marking by applicant	Page number of the proposal
1	<p>a. The applicant must be registered prior to 1.4.2021.</p> <p>b. The applicant must be either a Company OR Partnership Firm OR Proprietorship Firm OR Public sector undertaking OR Public sector company OR Society OR Trust OR NGO</p> <p>Note - Consortium is not allowed under this EOI</p>	<ul style="list-style-type: none"> <li>For partnership Firm – Certificate of registration and registered partnership deed.</li> <li>For others - Certification of registration.</li> </ul>	5	a) 3 years of incorporation or above but less than 5 years of incorporation (as on 1.4.2024)	a) 02 Marks		
				b) 5 years of incorporation or above but less than 7 years of incorporation (as on 1.4.2024)	b) 03 Marks		
				c) More than 7 years of incorporation (as on 1.4.2024)	c) 05 Marks		
2	<p>a. The applicant must have a minimum average annual turnover of INR 50 Lakhs in any of the 3 financial years. F.Y. 2019-20, 2020-21, 2021-22, 2022-23 and 2023-24 from any business. (as per published audited balance sheets).</p>	<p>1. CA certificate stating skilling turnover for stated financial years with accurate UDIN number. – <b>Annexure B1 (a)</b></p> <p>2. Audited Balance Sheets for the Financial Years claimed for Average Annual Turnover. In case audited Balance sheet is not available for FY 2023-24, provisional</p>	10	a) Average turnover of 3 years is equal to or more than 50 lakhs and less than 75 lakhs	a) 05 Marks		
				b) Average turnover of 3 years is equal to or more than 75 lakhs and less than 1 crore	b) 7 Marks		
				c) Average turnover of 3 years is equal to or more than one crore	c) 10 marks		

EOI 8.0 for Empanelment of New Training Partners

Category-B (Mandatory Annexure)

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 1. Signature: *Dr. Bal*  
 2. Signature: *Alh*  
 3. Initials: *Sh*  
 4. Initials: *g*  
 5. Initials: *h*

<p>b. The applicant must have positive net worth as on 31-03-2024</p>	<p>balance sheet can be considered for the time being. In such cases, the final empanelment will be on the basis of the submission of finalized balance sheet for FY 2023-24 along with Net Worth Certificate as on 31.03.2024 in time bound manner as per directions of PSDM.</p> <p>*Balance Sheet should include Profit &amp; Loss account &amp; Receipt &amp; Payment account.</p> <p>b. Net worth should be positive as on 31-03-2024. (CA certified) - <b>Annexure B1 (b)</b></p>					
<p>3</p> <p>No of tie-ups (MOUs) for placement/apprenticeship with the employers for period of 01-09-2024 to 31-03-2026</p>	<p>1. Copies of MOUs signed with the formal sector employers. The offered wage/salary should be mentioned.. <b>(Annexure B2)</b></p> <p>(Criteria of minimum wages for semi-skilled workers as prevalent in the Employment State shall be taken in consideration)</p>	<p>5</p>	<p>a) More than 2 and equal or Less than 5 MOUs</p>	<p>b) 3 Marks</p>		
			<p>b) More than 5 and equal or Less than 10 MOUs</p>	<p>c) 4 Marks</p>		
			<p>c) Equal to or more than 10 MOUs</p>	<p>d) 5 Marks</p>		
<p>4</p> <p>Infrastructure for training (Owned/Rented/leased) as on EOI floating date in the state of Punjab for training</p>	<p>1. Owned property – Copy of registration OR Rented property – Rent Agreement OR Leased property – Lease Agreement</p> <p>2. Rent agreement/lease deed should be valid for at least six months on the date of EOI floating date.</p> <p>3. Geo tagged photos</p>	<p>5</p>	<p>a) Rented training centre</p>	<p>01 marks</p>		
			<p>b) leased training centre</p>	<p>03 marks</p>		
			<p>c) Own training centre</p>	<p>05 marks</p>		

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Category-B (Mandatory Annexure)

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	of training centre are required.					
	(Annexure B3 and Annexure B4)					
5	<p>Training Centre Readiness for NSQF aligned job roles.</p> <p>Requirement Sector, Job Role, NSQF level, TOT certified Trainer availability/Qualification as per mentioned job role</p> <p>Only those training centres and job roles will be considered which will fulfil the conditions</p> <p>The applicant with not even one training centre ready for single job role will be rejected.</p>	Proposed skill training centre wise Sector, Job Role, NSQF level, TOT certified Trainer availability/Qualification as per mentioned job role (Annexure B4)	10	Even if one training centre is ready for one job role	10 marks	
Total			35			

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signature)

Date:

Place:

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Category-B (Mandatory Annexure)

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