



GOVERNMENT OF ASSAM
COMMISSIONERATE OF PANCHAYAT AND RURAL DEVELOPMENT
PANJABARI, GUWAHATI-37.

Email: ruralassam@yahoo.co.in
Telephone: 0361-2333645

No: E-326077I/1162983/2025

Dated: 16-07-2025

PRESS NOTICE

The Commissioner, Panchayat & Rural Development, Assam invites proposals from interested Training Providers for **“Selection & Empanelment of Training Providers for providing Rural Mason Training under Pradhan Mantri Awaas Yojana-Gramin in Assam from time to time”**. Details of the Request for Proposal (RFP) may be seen in the e-procurement portal <https://assamtenders.gov.in> from **5.00 P.M. of 16-07-2025**.

1. Bidder should take into account any corrigendum published on the e-procurement portal <https://assamtenders.gov.in> and official website <https://rural.assam.gov.in> before submitting their bids.
2. The **Tender Processing Fee of ₹ 6,000.00** must be paid online only which is non refundable.
3. No Earnest Money Deposit (EMD) amount is to be paid by the bidder.
4. This Press Notice is a part of the RFP.

Digitally signed by

JALLI KEERTHI

Date: 16-07-2025

18:10:11

Commissioner

Panchayat & Rural Development, Assam

Dated: 16-07-2025

Memo No: E-326077I/1162983/2025 -A

Copy to:

1. The Director, Information & Public Relations, Assam, for publication of the notice in local daily newspapers (2 English & 2 Assamese).
2. The PRO, O/o the Commissioner, P&RD, Assam, for favour of information and necessary action.
3. The Nodal Officer, e-Procurement, O/o the Commissioner, P&RD, Assam, for uploading the RFP details in Assam Tenders portal (<https://assamtenders.gov.in>).
4. PS to the Addl. Chief Secretary to the Govt. of Assam, P&RD Deptt., for kind appraisal of the Addl. Chief Secretary.
5. Sri Samiran Bordoloi, IT Assistant, PMAY-G, for uploading the notice in the departmental website (<https://rural.assam.gov.in>).
6. Notice Board.

(e-Signed)

Commissioner

Panchayat & Rural Development, Assam



GOVERNMENT OF ASSAM

COMMISSIONERATE OF PANCHAYAT AND RURAL DEVELOPMENT

ASSAM, PANJABARI, GUWAHATI-781037

Website:-<https://rural.assam.gov.in/>, E-mail:ruralassam@yahoo.co.in , Telephone:- 0361-2333645

TERMS OF REFERENCE

for

Request for Proposal for Selection & Empanelment of Training Providers for providing Rural Mason Training under Pradhan Mantri Awaas Yojana-Gramin in Assam

RFP No. E-326077I/1162983/2025 Dated: 16-07-2025

RFP TIME SCHEDULE

Sl. No	Scheduled	Start date	Start time	End date	End time
1	Publication of RFP	16-07-2025	5.00 P.M	-	-
2	RFP Download	17-07-2025	5.00 P.M	-	-
3	Pre-Bid Meeting	22-07-2025	3.00 P.M	-	-
4	RFP upload/ submission	25-07-2025	11.00 A.M	07-08-2025	5.00 P.M
6	Technical Bid opening	08-08-2025	1.00 PM	-	-

Place of RFP opening : **Commissionerate of Panchayat and Rural Development, Assam, Panjabari, Guwahati-781037**

Tender documents to be downloaded from & uploaded to the official website: <https://assamtenders.gov.in>.

1. In case, if any bandh/holiday falls in any sequence, the sequence will be held in the next working day.

2. While all information/data given in the RFP are, to the best of the procuring entity's knowledge, accurate within the consideration of scope of the proposed assignment, procuring entity holds no responsibility for accuracy of information and it is the responsibility of the Training Provider to check the validity of information/data included in this document. **The procuring entity reserves the right to accept/reject/all proposals/cancels the entire selection process at any stage without assigning any reasons thereof.**

3. Eligibility Criteria:

The Training Providers should meet all the below listed criteria to qualify for the Empanelment of Training Providers. The Training Providers need to provide documentary evidence to support their eligibility, where necessary, as listed below:

- (i) The Training Provider must have an affiliation / accreditation with current validity from either:-
 - a) Construction Skill Development Council of India (CSDCI).
 - b) National Skill Development Council (NSDC).

- (ii) The Training Provider should be registered under Society registration Act-1860 /Indian Trust Act/Indian Company Act etc. as applicable.
- (iii) The Training Provider should be a single entity legally registered under appropriate authority. Consortium or Joint Venture is not allowed.
- (iv) The Training Provider should have an office (HQ/ Branch/ Coordination) in the geographical area of Assam, preferably at Guwahati.
- (v) The Training Provider should have audited (with Seal) statement of accounts for the last 3 (Three) consecutive financial year.
- (vi) The Training Provider must have successfully trained a minimum of 1000 candidates under the Rural Mason Training component of Pradhan Mantri Awaas Yojana–Gramin (PMAY-G) during the last three (3) consecutive financial years. Pass percentage of 80% or above among trained candidates is desirable.
- (vii) The Training Provider should have a team of Trainers for the ***Qualification Pack Code: CON/Q3603, Version: 4.0 and National Skill Qualification Framework Level: 3.5.*** The details of Trainers should be shared as per format in **Annexure-H**. Certificate of Trainers with validity is to be provided in serial order as per **Annexure-H**. ***Any attempt by the Training Provider to include trainers who do not meet the prescribed qualification criteria, either wholly or partially, in the submitted list of trainers may render the entire proposal liable for disqualification at the discretion of the Authority.***
- (viii) The Training Provider **may submit** a list of Supervisors as per **Annexure-I**. The Supervisor proposed must possess a minimum educational qualification of a Graduate Degree or Diploma in Civil Engineering, along with at least five (5) years of relevant experience as on the date of submission of the proposal. ***However, submission of the list of Supervisors is not mandatory.***
- (ix) The Training Provider should not be black listed or debarred by any Central / State Govt. Department or similar organizations/Other Autonomous bodies.

Failure to submit any one of the documents as mentioned above along with the Proposal will result in outright rejection of the proposal. All other forms in Annexures are required to submit with the Proposal.

4. Submission of Proposals: Proposals must be submitted with a check list on the Training Provider's letterheads for all the relevant documents showing page number, duly signed with stamped by the Training Provider or by the Power of Attorney holder & adding page number on the pages enclosed, in support of eligibility criteria & all terms & conditions stated in this RFP. All the pages of the RFP must be duly signed with stamped and submitted as a token of acceptance of all the terms and conditions of this RFP document. Unsigned RFP will be summarily rejected without further evaluation. Proposals must be submitted online through the e-procurement portal <https://assamtenders.gov.in>.

5. Validity of Proposal: Proposal shall be valid for acceptance for a period of **at least 180 (One Hundred and Eighty) days** from the last date of submission of bid. The Bid with lesser validity period is liable to be rejected. However, the validity period of the proposal can be extended for a further period, if required, with mutual consent of the concerned parties.

6. Pre-Bid Meeting: A pre-bid meeting will be held on **22/07/2025 at 3.00 P.M** in the office of the Commissioner, Panchayat & Rural Development, Assam, Panjabari, Juripar, Guwahati-37. The purpose of the meeting is to address queries raised by the prospective training providers regarding the RFP. Training providers are encouraged to attend to seek clarification on any aspect of the tender.

Note: Any changes to the RFP, based on discussions in the pre-bid meeting, shall be communicated through an official corrigendum.

7. Evaluation of Proposals: Preliminary scrutiny of proposals will be done to determine whether the proposals are generally in order & complete and if the requisite documents have been properly furnished by the Training Provider or not. Proposals not conforming to the requirements will be rejected from further selection process. Training Providers (TPs) who have previously undertaken assignments under this office in either Recognition of Prior Learning (RPL) or Short Term Training (STT) mode will be subject to a performance review. Their past performance shall be duly evaluated and considered as a critical criterion prior to empanelment

8. Performance Security: Within 7 days after award of Preliminary Work Order, the Training Providers shall must have to furnish a Performance Security in form of the BG/ FDR/TDR amounting to 5% of the contract value in favour of “Commissioner, Panchayat & Rural Development, Assam, Panjabari, Juripar, Guwahati-37” and the same shall be returned at the time of release of final payment subject to successful completion of the contract.

9. Contract Negotiation: Contract negotiations will be held at the date, time and address as intimated to the selected Training Providers. The invited Training Providers will, as a pre-requisite for attendance at the negotiations, confirm availability of all the proposed staff for the assignment. Representative conducting negotiations on behalf of the Training Providers must have written authority to negotiate and conclude a contract. Negotiation will be performed covering technical, availability of proposed professionals etc.

10. Award of Contract: After completion of the contract negotiation stage, the procuring entity will notify the successful Training Providers in writing by issuing a Preliminary Work Order for signing of the Agreements and promptly notify the all-other Training Providers about the results of the selection process. The successful Training Providers will be asked to sign the Agreement after fulfilling all formalities within 7 days of the issuing a Preliminary Work Order shall be made except by written amendment signed by both the parties. The agreement would be valid for 12 (Twelve) months from the date of effectiveness of the contract and may be extended on mutual consent as per rules. Sub-contracting is not allowed under this agreement.

Note: *Issuance of work orders for training shall be solely at the discretion of the*

Commissioner, Panchayat & Rural Development Department, Assam. Such work orders will be issued as and when required, during the validity of the agreement. The selected agency shall have no claim or right to demand work orders beyond what is expressly sanctioned by the Department.

11. Time: Time is the essence of the contract. The time allowed for the start of trainings shall be strictly followed otherwise the bidder shall be liable to pay compensation at the rate of 0.2 % of the total contract value/part work order value per day of delay on the part of the bidder subject to a maximum of 5 % of the total contract value. The decision of the procuring entity about the delay shall final and binding.

12. Conflict of Interest: Conflict of interest exists in the event of (a) Conflicting assignments, typically monitoring and evaluation/assessment of the same project by the eligible Training Provider. (b) Training Providers (Individuals or Organizations) who have a business or family relation with the procuring entity directly or indirectly. (c) Practical prohibition under the anti-corruption of the Government of India and Government of Assam. The Training Providers are to be careful so as not to give rise to a situation where there will be any conflict of Interest with the procuring entity as this would amount to their disqualification and breach of contract.

13. Disclosure: (a) Training Provider has an obligation to disclose any actual or potential conflict of interest. Failure to do so may lead to disqualification of the Training Provider or termination of its contract. (b) Training Provider must disclose if there are or have been the subject of any proceedings (such as blacklisting) or other arrangements relating to bankrupt, insolvency or the financial standing of the Training Provider, including but not limited to appointment of any officer such as a receiver in relation to the Training Provider's or of any other similar proceedings. (c) Training Providers must disclose if they have been convicted of or are the subject of any proceeding related to (i) A criminal offence or other serious offence punishable under the law of the land, or where they have been found by any regulator or professional body to have committed professional misconduct. (ii) Corruption including the offer or receipt of an inducement of any kind in relation to obtaining any contract. (iii) Failure to fulfil any obligations in any jurisdiction relating to the payment of taxes or social security contributions.

14. Anti-corruption Measures: (a) Any effort by Training Provider to influence the procuring entity in the evaluation and ranking through financial proposals and recommendation for award of contract may result in the rejection of the proposal. (b) A recommendation for award of contract shall be rejected if it is determined that the recommended Training Provider has directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the contract of question. In such cases, the procuring entity shall blacklist the Training Provider either indefinitely or for a stated period of time, disqualifying it from participating in any related bidding process for said period.

15. Language of Proposal: The proposal and all related correspondence exchanged between the Training Provider and the procuring entity shall be written in the Assamese/English language. Supporting documents and printed literature that are part of the proposal may not be in any other language provided they have accompanied by an accurate translation of the relevant passages in English with self-certification for accuracy as in which case for the purposes of interpretation of the proposal, the

translated version shall govern.

16. Cost of Bidding: The Training Provider shall bear all costs associated with the preparation and submission of its proposal. The procuring entity shall not be responsible or liable for those costs, regardless of the conduct or outcome of the selection process.

17. Legal Jurisdiction: All legal disputes are subject to the jurisdiction of civil court of Guwahati only.

18. Governing Law and Penalty: The rights and obligations of the procuring entity and the Training Provider under this contract will be governed by the prevailing laws of Govt. of Assam, Govt. of India. Failure on Training Provider's part to furnish the deliverables as per the agreed time line will enforce a penalty as per the rules and laws of Govt. of Assam.

19. Confidentiality: Information relating to evaluation of proposals and recommendation concerning awards shall not be disclosed to the Training Provider who submitted the proposals or to other persons not officially concerned with the process, until the publication of the award of contract. The undue use of confidential information by any Training Provider related to the process may result in rejection of its proposal and may be subjected to the provisions of procuring entity's anti-fraud and anti-corruption policy. During the execution of the assignment except with prior written consent of the procuring entity, the Training Provider or its personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the contract.

20. Amendment of the RFP Document: At any time before submission of proposals, the procuring entity may amend the RFP by issuing an addendum/amendment on the e-procurement portal <https://assamtenders.gov.in> and the official website <https://rural.assam.gov.in>. Any such addendum/ amendment will be binding on all the Training Providers. To give Training Providers reasonable time in which to take an addendum/amendment into account preparing their proposals, procuring entity may, at its discretion, extend the deadline for the submission of proposals.

21. Procuring entity's right to accept any proposal and to reject any or all Proposals: The procuring entity reserves the right to accept or reject any proposal, and to amend the bidding/selection/evaluation process and reject all proposals at any time prior to award of contract, without assigning any reason thereof and thereby incurring any liability to the organization.

22. Entitlement & Rights: The Commissioner, Panchayat & Rural Development, Assam shall be entitled to all intellectual property and other proprietary rights including but not limited to patents, copyrights and trademarks with regard to documents and other materials which bear a direct relation to or are prepared or collected in consequence or in the course of the execution of this contract. At procuring entity's request, the organization shall take all necessary steps to submit them to procuring entity compliance with the requirement of the contract.

23. Replacement of Key Personnel: The Key professionals to be deployed under this contract must be dedicated in nature. However, the procuring entity reserves the right to request the organization to replace the assigned personnel if they are not performing to the level of satisfaction. After writing notification the organization will provide CV of appropriate candidates within 7 (seven) days for review and approval. The organization must replace the personnel within 7 (Seven) working days from the date of approval of replacement. If any one of the key personnel become unavailable /leave the project

for any reason midway under the contract, the organization must notify the procuring entity at least 14 (fourteen) days in advance, and obtain the approval prior to making any substitution. In notifying by the procuring entity, the organization shall provide an explanation of circumstances necessitating the proposed replacement and submit justification and qualification of replacement personnel in sufficient details to permit evaluation of the impact on the engagement. Acceptance of the replacement person by the procuring entity shall not relieve the organization from responsibility for failure to meet the requirements of the contract. Change in key professionals beyond the allowable limit of the contract leads to implication of liquidated damage.

24. Scope of Work:

- (i) The medium of instruction for the training and reading materials shall be preferably in local language.
- (ii) The training course shall be delivered based on an approved building design, contents and schedules approved by the competent authority.
- (iii) Assist the PMAY-G beneficiaries whose houses will serve as training sites in procurement of quality materials.
- (iv) Maintain daily attendance of trainees and assist in timely payment of stipend/compensatory wage.
- (v) The training shall involve on the job/practical component (approximately 80%) and theory (approximately 20%) with all the necessary tools and methods appropriate to the context.
- (vi) Lead the process of pre-screening of Trainees.
- (vii) Document the training through videos and still photographs (since beginning and till the completion of work) with daily attendance and progress reports.
- (viii) Conduct mock assessments for the trainees.
- (ix) Intimate CSDCI/DGT empanelled assessing bodies and Office of Commissionerate, Panchayat & Rural Development, Panjabari, Guwahati one week in advance for assessment and certification.
- (x) Make available materials for practice assessment upon completion of training.
- (xi) The construction of the house must be as per the prescribed norms/designs etc. provided by the competent authority.

The Training Provider should keep in mind that training should be imparted as per the latest guidelines for Rural Mason Training Under Pradhan Mantri Awaas Yojana -Gramin issued by Ministry of Rural Development, Government of India, CSDCI and the Commissionerate of Panchayat & Rural Development, Assam.

25. Objective of the Assignment: The objective of the training is to enhance the skill of rural population to build affordable, appropriate and sustainable houses under PMAY-G.

26. Support to be provided by Panchayat and Rural Development, Assam: Training cost will be borne by the department. Training Provider will get honorarium as per Common Norms laid down by MSDE, GoI, (currently Rs. 53.90/hour per trainee) which would include cost of mobilization of Trainees, making available training infrastructure and common tools (spades, mortar pans etc),

provisions of training materials to trainees as well as placement of trainees.

27. Payment Terms: Payment to the Training Providers will be made as per the schedule given below:

A) For RPL Mode:-

Installment	% of Total Cost	Output Parameter
I	100 %	Upon successful certification of candidates (per candidate basis) (No payment will be made against the failed/absent candidates)

B) For STT Mode:-

Installment	% of Total Cost	Output Parameter
I	30 %	After mobilization, commencement of training and completion of houses up to plinth level.
II	70%	Completion of Houses and Upon successful certification of candidates (per certified candidate basis)

N.B :- The 30% cost paid for the failed candidates will be deducted from the final bill amount.

28. Reporting: The Training Provider will inform the progress report during the training to the concerned block and district authorities so that the same can be verified by state representative from Office of Commissionerate, Panchayat & Rural Development, Panjabari, Guwahati, Assam about the standard of training and that report of the training is to be submitted after the completion of the training to the state.

29. Review and Monitoring: The Training Provider will be responsible to submit activity completion report as per the agreed terms and condition and need of the assignment. Office of the Commissionerate, Panchayat and Rural Development, Assam will be responsible for the review and monitoring of the progress of the assignment on event basis and interact with the nodal person appointed by the selected Training Provider. All the movable/immovable assets created during the award period from the funds provided by the Office of Commissionerate, Panchayat and Rural Development, Assam will be solely under the ownership of Office of Commissionerate, Panchayat and Rural Development, Assam.

30. Area of Operation: Development Blocks of entire Assam state will be the operational area for the Training Providers. Out of which Training Provider has to specify the districts in priority wise where they will be able to deliver their duty in effective way. Whereas procuring entity reserves the right to assign the districts to a particular Training Provider as per the interest of the PMAY-G & benefit of the state. Training will be on-site, in a Village/Panchayat of the particular Development Block/Gaon Panchayat.

This document will also be a part of the agreement and will be duly signed and stamped on each page of this document at the time of agreement. The Commissioner, Panchayat & Rural Development, Assam has the right to amend, alter or modify the terms & condition mentioned above, if

necessary, from time to time. Terms and conditions, which are not specified, herein above will be governed by the decision of the Commissioner, Panchayat & Rural Development, Assam.

(e-Signed)
Commissioner
Panchayat & Rural Development, Assam

COVERING LETTER (ON LETTER HEAD OF TRAINING PROVIDER)

To,
The Commissioner
Panchayat and Rural Development, Assam
Juripar, Panjabari, Guwahati-37

Sub : “Selection & Empanelment of Training Providers for providing Rural Mason Training under Pradhan Mantri Awaas Yojana-Gramin in Assam”.

Dear Sir,

I, the undersigned request to participate in the selection process to provide training in accordance with your **RFP (Selection & Empanelment of Training Providers for providing Rural Mason Training under Pradhan Mantri Awaas Yojana-Gramin in Assam) No. E-3260771/1162983/2025 Dated: 16-07-2025**. We hereby submitted our proposal for empanelment.

I, hereby declare that all the information and statements made in this proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal. Our proposal will be valid for acceptance up to **180 days** and I confirm the proposal will remain binding upon us any may be accepted by you at any time before expiry date. If negotiations are held during the period of validity of the proposal, I undertake to negotiate on the basis of the proposal submitted by us. Our proposal is binding upon us and subject to the modifications resulting from contract negotiation. I also admit that the Commissioner, Panchayat & Rural Development, Assam reserve the right to terminate the process of negotiation in case of any discrepancies found in the above information at any stage of negotiation. I will be solely responsible for providing Human Resource, Logistic Support, Technology and Report as per the agreed terms and conditions.

I, hereby unconditionally undertake to accept all the terms and conditions are stipulated in the RFP document. In case any provisions of this RFP are found violated, then your department shall without prejudice to any other right or remedy be at liberty to reject our proposal.

Yours Faithfully,

Date :	Signature of the authorized Signatory with Seal
Place :	Name :
	Designation :
	Address :

DETAILS OF THE TRAINING PROVIDER (ON LETTER HEAD OF TRAINING PROVIDER)

Sl No	Description	Full Details
1	Name of the Training Provider	
2	Permanent address Tel : Fax : Email Id:	
3	Name of the authorized person signing and submitting the Proposal on behalf of the Training Provider: Mobile No: Email Id:	
4	Registration/Incorporation Details: Registration No.: Date & Year:	
5	Local Office in Assam: If yes, Please furnish address/contact details and attach relevant documents.	
6	Tender Processing Fees Please upload scanned copies (If exempted please upload Documents)	
7	PAN & TAN Number	
8	GST Registration Number	
9	Confirm on carryout assignments as per the scope of work of the RFP	
10	Confirm to accept all the terms and conditions as Specified in the RFP	

Date :

Signature of the authorized Signatory with Seal

Place :

Name :

Designation :

Address :

(ON LETTER HEAD OF TRAINING PROVIDER)

Format for

POWER OF ATTORNEY

I.....(Designation).....

of.....(Name of the Organization) in witness whereof
 certifies that(Name of the Person) authorized to execute the
 attorney on behalf of.....(Name of the Organization),

 (Designation of the person of the Organization) acting for and on behalf of the Organization under the
 authority conferred by the..... Notification/Authority order No.
Dated.....Date of reference has signed this Power of
 attorney at.....(Place) on this Signatures
 of..... (Name of person) in whose favour authority is
 being made under the day of (Day, Month, Year). Attorney given below are hereby certified.

Name of the Authorized Representative: (Signature of the
 Authorized Representative with Date)

CERTIFIED BY

Signature, Name and Designation of the person executing attorney:

Communication Address of the Organization:

ANNUAL TURNOVER CERTIFICATE

The Annual Turnover of _____ for
the past 3 (three) financial years are given below and certified that the statement are true and correct.

Sl	Year	Turnover
1	FY 2022-23	
2	FY 2023-24	
3	FY 2024-25	
Total =		
Average =		

Name _____

Signature of Auditor /

Chartered Accountant

Registration Number _____

Seal

LIST OF COMPLETED Rural Mason Training under Pradhan Mantri Awaas Yojana-Gramin
DURING LAST 3 (THREE) FINANCIAL YEARS

Sl No.	Period	Type of training provided (STT/RPL)	Name of Procuring Entity	Contract Value (in INR)	Date of Award/ Commencement of Assignment	Date of Completion of Assignment	No. of Trainees Trained	No. of Trainees Passed	Pass Percentage of trainees (Column 9/8 *100)
1	2	3	4	5	6	7	8	9	10

Date :

Signature of the authorized Signatory with Seal

Place :

Name :

Designation :

Address :

***Note:** Organizations are requested to furnish the list of the assignments undertaken during the last 3 Financial Years as per the above prescribed format only. Information not conforming to the above format will be treated as non-responsive. Copies of the Work Order/Contract Document/Completion Certification from the previous clients need to be furnished along with the above information.*

DECLARATION BY THE TRAINING PROVIDER
(ON LETTER HEAD OF TRAINING PROVIDER)

In relation to our RFP submitted to the Commissioner, Panchayat & Rural Development, Panjabari, Guwahati, Assam for the RFP Selection & Empanelment of Training Providers for providing Rural Mason Training under Pradhan Mantri Awaas Yojana-Gramin in Assam we hereby declare under Procurement Act that,

1. We are eligible and possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entity. We have ownership of required logistics for training infrastructure including Institution building

2. We have fulfilled our obligation to pay such of the taxes payable to the Central Government or the State Govt or any local authority as specified in the Bidding Document.

3. We are not insolvent, in receivership, bankrupt or being wound up, not have our affairs administrated by a court or a judicial officer, not have our business activities suspended and not the subject of legal proceedings of any of the foregoing reasons.

4. We don't have, and our directions and the officers do not have, been convicted of any criminal offence related to our professional conduct or the making of false statement or misrepresentation as to our qualification to enter into a procurement process, or not have been otherwise disqualified pursuant to debarment proceedings.

Date : Signature of the authorized Signatory with Seal

Place : Name :

Designation :

Address :

(ON LETTER HEAD OF TRAINING PROVIDER)**TO WHOM SO EVER IT MAY BE CONCERN**

I/We hereby solemnly take oath that am/are authorized signatory in the Firm/ Organization/Institute/Company and hereby declare that “Our Firm/Institute/Company do not face any sanction or any pending disciplinary action from any authority against our Firms/Institute/Company ”. Further, it is also certified that our firm has not been blacklisted by any government or any other donor/partner organization in past.

In case of any further changes which effect this declaration at a later date, we would inform the Commissioner, Panchayat & Rural Development, Assam accordingly.

Date :	Signature of the authorized Signatory with Seal	
Place :	Name	:
	Designation	:
	Address	:

(ON LETTER HEAD OF TRAINING PROVIDER)

Format for Trainer Details:-

Sl. No	Trainer Name	Trainer-ID	Aadhar/PAN No.	Trainer Certificate Valid upto	Remarks

Total No. of Trainers =

Date : Signature of the authorized Signatory with Seal

Place : Name :

Designation :

Address :

Note: *The trainers must conform to the Qualification Pack Code: CON/Q3603, Version: 4.0 and National Skill Qualification Framework Level: 3.5. No other Qualification Pack Code or Version or National Skill Qualification Framework Level will be considered. Any attempt by the Training Provider to include trainers who do not meet the prescribed qualification criteria, either wholly or partially, in the submitted list of trainers may render the entire proposal liable for disqualification at the discretion of the Authority.*

(ON LETTER HEAD OF TRAINING PROVIDER)

Format for Supervisor Details:-

Sl. No	Supervisor Name	Aadhar/PAN No.	Educational Qualification	Relevant Experience (Yes/ No)

Total No. of Supervisor =

Date : Signature of the authorized Signatory with Seal

Place : Name :

Designation :

Address :

Note: The Supervisor proposed must possess a minimum educational qualification of a Graduate Degree or Diploma in Civil Engineering, along with at least five (5) years of relevant experience as on the date of submission of the proposal. However, submission of the list of Supervisors is not mandatory.