

Expression of Interest for Empanelment - IGCSM

IGCSM Empanelment UTTAR PRADESH 2026: Expression of Interest for Skill Development Training Partners in Uttar Pradesh

By

Indira Gandhi Computer Shaksharta Mission (IGCSM)



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APPLICATION FORM

FOR EMPANELMENT OF TRAINING PARTNERS & TRAINING CENTRES

Under Various Skill Development, Vocational Education & Capacity Building Programmes

Issued by: IGCSM Foundation

INSTRUCTIONS TO APPLICANTS

1. Read the EOI carefully before filling this application.
 2. Use separate sheets wherever required.
 3. Every page shall be signed and stamped by the Authorized Signatory.
 4. All supporting documents shall be self-attested.
 5. Incomplete applications are liable to be rejected.
 6. Information furnished is subject to physical verification.
 7. Submission of this application does not guarantee empanelment.
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SECTION A – ORGANIZATION PROFILE

A1. General Information

Particular	Details
Name of Organization	
Constitution	Trust / Society / Section 8 / Pvt Ltd / LLP / Others
Year of Establishment	
Registration No.	
PAN	
GST	
CIN (if applicable)	
EPFO No.	
ESIC No.	
NSDC/SSC Affiliation	
Website	

A2. Registered Office

Address

District

State

PIN

Telephone

Email

Website

A3. Corporate Office (if different)

Address

District

State

PIN

Telephone

Email

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SECTION B – AUTHORIZED SIGNATORY

Name

Designation

Mobile

Email

Aadhaar No.

PAN

Signature

SECTION C – ORGANIZATION EXPERIENCE

Experience in Skill Development

Scheme	Client	State	Year	Candidates Trained	Candidates Placed
1					
2					
3					

Other Activities

- ☐ University
- ☐ College
- ☐ Polytechnic
- ☐ ITI
- ☐ CSR
- ☐ Apprenticeship
- ☐ Digital Learning
- ☐ Assessment Agency
- ☐ Placement Agency

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SECTION D – FINANCIAL DETAILS

Financial Year	Turnover (₹)	Net Worth
FY 2023-24		
FY 2024-25		
FY 2025-26		

Bank Account Details:

Bank Name

Branch

Account No.

IFSC

SECTION E – TRAINING CENTRE DETAILS

(Separate Page for Each Centre)

1. Centre Name

2. Centre Code (if any)

3. Centre Address

4. District

5. State

6. PIN Code

7. Contact Person

8. Mobile Number

9. Email ID

10. GPS Location

11. Ownership Status
 - Own
 - Rented
 - Leased

12. Carpet Area (Sq. Ft.)

13. Number of Classrooms

14. Number of Practical Labs

15. Capacity Per Batch

16. Total Seating Capacity

17. Internet Connectivity

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18. Power Backup
19. CCTV Available
20. Fire Safety Available
21. Drinking Water
22. Separate Toilets (Male/Female)
23. Biometric Attendance
24. Hostel Facility
25. Placement Cell Available

SECTION F – INFRASTRUCTURE

Facility	Available Yes/No	Quantity per unit
Reception		
Counselling Room		
Classrooms		
Practical Labs		
Computer Lab		
Smart Classroom		
Library		
Staff Room		
Placement Cell		
Washrooms (Male)		
Washrooms (Female)		
Drinking Water		
Fire Safety		
CCTV		
Power Backup		
Internet		
Wi-Fi		
Parking		
Hostel		

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SECTION G – COMPUTER INVENTORY

Item	Quantity per unit	Working
Desktop Computers		
Laptops		
Projectors		
LED TV		
Printers		
Scanners		
Biometric Devices		
UPS		
Routers		

SECTION H – TOOLS & EQUIPMENT

Trade	Equipment Name	Make	Model	Quantity	Working Condition
1					
2					
3					
4					

SECTION I – HUMAN RESOURCE

Name	Designation	Qualification	Experience	Mobile
1				
2				
3				

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SECTION J – TRAINERS

Sector	Job Role	Trainer Name	Qualification	SSC Certified	Experience
1					
2					

SECTION K – PROPOSED TRAINING PLAN

Sector	Job Role	NSQF Level	Batch Size	Annual Capacity
1				
2				

SECTION L – PLACEMENT DETAILS

Employer Tie-ups

Industry Partners

Apprenticeship Partners

Placement Team

Placement Percentage (Last Three Years)

SECTION M – QUALITY ASSURANCE

Particular	Yes	No
SOP Available	☐	☐
ISO Certified	☐	☐
ERP Available	☐	☐
LMS Available	☐	☐
Internal Audit System	☐	☐
Feedback System	☐	☐

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SECTION N – DOCUMENT CHECKLIST

Document	Submitted
Registration Certificate	☐
PAN	☐
GST	☐
CIN	☐
Memorandum/Trust Deed	☐
Bye-laws	☐
Board Resolution	☐
Aadhaar of Authorized Signatory	☐
PAN of Authorized Signatory	☐
Cancelled Cheque	☐
Latest Electricity Bill	☐
Rent Agreement/Ownership Proof	☐
Fire NOC (if applicable)	☐
Building Safety Certificate	☐
Centre Photographs	☐
Equipment List	☐
Trainer CVs	☐
Trainer Certificates	☐
Audited Financial Statements (3 Years)	☐
ITR (3 Years)	☐
Experience Certificates	☐
Work Orders	☐
Completion Certificates	☐
Placement Records	☐
Any Other Supporting Documents	☐

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SECTION O – CENTRE PHOTOGRAPHS

Attach colour photographs of:

- Front Elevation
- Reception
- Classroom
- Computer Lab
- Practical Lab
- Washrooms
- Fire Safety
- Equipment
- Training in Progress

SECTION P – DECLARATION

I/We hereby declare that the information furnished in this application and all supporting documents are true, complete and correct to the best of our knowledge and belief. We understand that any false declaration, suppression of facts or submission of forged documents shall render our application liable for rejection and may result in blacklisting by IGCSM Foundation.

We further undertake that our organization possesses the necessary infrastructure, manpower, financial capability, statutory registrations and training facilities required for execution of skill development programmes. We also agree to permit inspection of our office, training centres, records and equipment by any authorized representative of IGCSM Foundation at any stage of the empanelment process or during project implementation.

We accept all the terms and conditions of the EOI and agree to abide by the decisions of IGCSM Foundation regarding empanelment.

Organization Name: _____

Authorized Signatory: _____

Designation: _____

Place: _____

Date: _____

Official Seal & Signature

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