

**Administration of Daman & Diu (U.T.)  
Daman & Diu Skill Development Mission Society,  
O/o. of the Principal,  
Govt. Industrial Training Institute, Ringanwada,  
Daman – 396210.**

**No: DDSDM/Society/EoI/Trg.Partners/2017-18/443**

**Dated: - 26/03/2018.**

**Expression of Interest**

1. Expression of Interest for empanelment of Training Partner is invited by “Daman & Diu Skill Development Mission Society” from technically competent Partnership Firm / Private Limited company / Public Limited Company / Registered Proprietorship / Government Institutions / Public Sector Units / Universities / Technical Educational Institutes affiliated with state of central Government Board / Council etc.
2. The applicant having Skill Training facility and are willing to impart short term Skill Development Training Programme and placement being a Training Partner in accordance with prescribed norms of PMKVY 2.0 Guideline are eligible to apply.
3. Expressions of Interest (EoI) are invited from interested parties to implement the projects under PMKVY 2.0 in the U.T. of Daman & Diu. For further details, please visit [www.nprocure.com](http://www.nprocure.com) & [www.daman.nic.in](http://www.daman.nic.in) .

  
Member Secretary  
DDSDMS, Daman.

**Daman & Diu  
Skill  
Development  
Mission**

**INVITATION FOR  
EXPRESSION OF INTEREST  
FOR  
EMPANELMENT OF TRAINING PARTNER UNDER  
PRADHAN MANTRI KAUSHAL VIKAS YOJNA (PMKVY 2.0)**

**Last Date for Submitting the Proposal: 20/04/2018  
Time: 15:00Hrs.**

**Daman & Diu Skill Development Mission  
Govt. Industrial Training Institute  
Ringanwada. M.G. Road  
Nani Daman  
396210**

## **Disclaimer**

Daman & Diu Skill Development Mission (herein after called “DDSDM” “Project Implementing Agency (PIA)” Authority is inviting proposal for the scope of work mentioned herein through this Expression of Interest (EoI). The information contained in this Expression of interest (“EoI”) or subsequently provided to Applicants, whether verbally or in documentary or any other form by or on behalf of the Authority or any of their employees or advisers, is provided to Applicants on the terms and conditions set out in this EoI and such other terms and conditions subject to which such information is provided.

This EoI is not an agreement and is neither an offer nor invitation by DDSDM to the prospective applicants or any other person. The purpose of this EoI is to provide interested parties with information that may be useful to them in the formulation of their proposals pursuant to this be complete, accurate, adequate or correct. Each applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and Completeness of the assumptions, assessments and information contained in this the EoI and obtain independent advice from appropriate sources.

DDSDM may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in the EoI. The issue of this EoI does not imply that the authority is bound to select an applicant or to empanel the selected Applicant.

DDSDM accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any applicant upon the statements contained in this EoI. Interested parties are expected to make their own inquires and research for gathering the insights, knowledge and information that may be required for submitting a proposal.

DDSDM reserves the right not to proceed with the EoI and bidding process, or invite afresh EoI with or without amendments at any stage without assigning any reasons thereof, or to alter the timetable reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the proposal further with any party submitting a proposal in response to this EoI. Information at this stage is merely indicative.

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# **PART - A**

## 1. Background:

### I. Daman & Diu Skill Development Mission

DDSDM act as an apex body for monitoring, co-ordination and convergence related to Skill Development & Entrepreneurship activities to leverage employability. Secretary, Education acts as Ex-Officio Chairman., DDSMD also converges skilling, activity carried out by U.T. Administration of Daman & Diu and also monitor and evaluate the performance of various scheme, and also integrated strategy for enhancing the employability of youth in the state.

### II. Pradhan Mantri Kaushal Vikas Yojana (PMKKVY 2.0)

The Union Cabinet had approved India largest Skill Certification Scheme, Pradhan Mantri Kaushal Vikas Yojana (PMKVY), which was launched on 15 July, 2015, on the occasion of world Youth skills Day by Honorable Prime Minister, Shri Narendra Modi. PMKVY is implemented by National Skill Development Corporation (NSDC) under the guidance of the Ministry of Skill Development and Entrepreneurship (MSDE). With a vision of a “Skilled India” MSDE aims to skill India on a large scale with speed and high standards. PMKVY is the flagship scheme that is driving towards greater realization of the vision.

Owing to its successful first year of implementation, the Union Cabinet has approved the Scheme for another four years (2016-2020) to impart skilling to 10 million youth of the country, for which Government of India has allocated a budget of Rs.12,000 corer with an objective to enable and mobilize a large number of youth (unemployed youth or, school/ college dropouts.) from increases productivity with existing workforce.

PMKVY 2.0 shall mainly focus on trainings such as short term, recognition of prior learning, special projects, Kaushal & Rojgar Mela and placement assistance.

The PMKVY 2.0 scheme shall be implemented under two components:

- I. **Centrally Sponsored State Managed (CSSM):** 25% of the funds of PMKVY 2.0 shall be allocated to the Daman and total physical target allocated to U.T. of Daman & Diu for skilling is 4000, youth from 2016-2020 where yearly target is 1300.
- II. **Centrally Sponsored Centrally Managed (CSM):** 75% of the PMKVY 2.0 funds shall be available for MSDE for skilling through National Skill Development Corporation (NSDC).
- III. Being a Project Implementation Agency for promotion of skill development, entrepreneurship & innovation in the state, DDSMD has been entrusted to execute this scheme in Daman. In this reference, DDSMD invites the Expression of interest (EoI) from interested and eligible training providers for submission of Proposal for empanelment to undertake project under CSSM component of PMKVY 2.0. The eligible empanelled training provider shall implement PMKVY 2.0 training in indentified/proposed sector and job roles across Daman.

#### IV. Objective:

DDSDM has the mandate to implement the Pradhan Mantri Kaushal Vikas Yojana (PMKVY 2.0) scheme state managed component by empanelling the training partners.

DDSDM being a U.T level nodal agency for implementing U.T level compared of PMKVY 2.0, and is expected that with respect to the key indicators and processes, to ensure achievement of overall PMKVY 2.0 goals and objectives. Empanelment Partners is one of the significant aspects for the smooth and seamless implementation of the scheme.

In view of the above, DDSDM by way of this EOI, invites application from interested applicants, for engaging an independent TP herein referred to as 'Applicant' for implementation of PMKVY 2.0 in the U.T of Daman & Diu.

#### 2. Schedule for invitation EoI

Sr.No.	Items	Details
1.	Name of the Organization	Daman & Diu Skill Development Mission Address: Govt. Industrial Training Institute, Ringanwada. M.G. Road Nani Daman 396210.
2.	Contact Person	1. Name: Shri Harshit Jain, Director, Education E-mail: <a href="mailto:dsedn-dd@nic.in">dsedn-dd@nic.in</a> / <a href="mailto:diredud-dd@nic.in">diredud-dd@nic.in</a> Tel: 9899932435  2. Name: Shri J.P. Solanki E-mail: <a href="mailto:ttdmn-dd@nic.in">ttdmn-dd@nic.in</a> <a href="mailto:itidmn-dd@nic.in">itidmn-dd@nic.in</a> Tel: 8980144494
3.	Online download EoI from website: <a href="http://www.nprocure.com">www.nprocure.com</a>	28/03/2018 to 20/04/2018 up to 15:00hrs.
4.	Last date & time for submission of queries for classification	By 10/04/2018 up to 17:00hrs. through e-mail.
5.	Response to bidder queries by email.	By 13/04/2018.
6.	Last date & time of submission of EoI	20/04/2018 Chamber of Principle Govt. Industrial Training Institute, Daman, Ringanwada, M.G. Road Nani Daman.
7.	Mode of Submission	<ul style="list-style-type: none"><li>• Hard copy of document, duly signed and serial numbered</li><li>• Soft/ scanned copies of all documents in Adobe pdf format on CD/DVD submitted in duplicate (not returnable) without password protection.</li><li>• Annex index of files along with the cover letter for easy reference</li><li>• Processing Fees: Rs.5000/-Non refund (DD)</li><li>• EMD: Rs. 1 lakh (DD) of Nationalized Bank.</li></ul>
8.	EoI Bid-opening	20/04/2018 at 16:00pm, if possible

9.	Presentation by the shortlisted applicants	If needed will be intimated by email.
10.	Announcement of empanelled training providers	Will be intimated latter on after detail scrutiny of bid-document.

- For further details terms & condition for bid, visit at [www.daman.nic.in](http://www.daman.nic.in).

### 3. General Terms/ Condition & Instructions for Bidders

- I. Any partnership Firm/private Limited Company/Public Limited Company/Registered Society/Trust/ Association/ Registered Proprietorship/Government Institutions/ Public Sector Units/ Universities/ Technical Educational institutes affiliated with State or Central Government Board/ Council etc. and having skill training facility and are willing to impact short term skill development training programme and placement in accordance with prescribed norms of PMKVY 2.0. Guidelines are eligible to apply.
- II. Interested parties may submit their EoI as mentioned in the above schedule along with a Demand Draft of Rs. 5000/- (Rupees Five Thousand only) in favor of “Daman & Diu Skill Development Mission Society” payable at Daman as non-refundable processing charges. Late submission will not be entertained. The state and central government training organizations/ Institutes are exempted from paying processing charges.
- III. Empanelled training partner shall follow Accreditation, Affiliation & Continuous Monitoring of Training Centres for the skills Ecosystem, Branding and Communication Guidelines for program implementation as per the defined norms/criteria in PMKVY 2.0 Manual or its latest version & instructions given by Ministry of Skill Development & Entrepreneurship, Government of India.
- IV. Joint Ventures (JVs)/Special Purpose Vehicles (SPVs)/Consortiums are not permitted to respond to this EoI.
- V. Training Partner (TP) shall be responsible for training centres resources, setup, trainers, trainee mobilization, training, placement and post placement activities as per the prescribed guideline of PMKVY 2.0. Any amendments in the guideline or processing manual of PMKVY 2.0 shall be applicable and binding to the successful training partner.
- VI. TPs shall have to conduct Kaushal and Rojgar Melas in the presence of Local MLA/MP/Dignitaries and State Government Officials every six months with a good press/media coverage; they are also required to participate actively in National Career service Melas and on ground activities.
- VII. TPs shall be responsible for paying the insurance fee for every enrolled candidate in their respective batch.
- VIII. Registration of students and batch information to be done in consultation with PIA as per PMKVY 2.0 guideline and shall abide all rules & regulations laid down by DDSDM.
- IX. TPs shall have MoU/ Industry Alliance to provide internships, on the job training and placement facilitation for candidate.
- X. Compliance to NSDC processes of entering details in the required format Skill Development Management System (SDMS) for Skills Training under PMKVY 2.0 scheme is must.
- XI. Trainers should match education qualification & experience criteria as mentioned in Model Curriculum of job role and/or as desired by SSC guideline. Assessment and



certification of trainer with respective SSC is mandatory for imparting training under PMKVY 2.0

- XII. TP shall have to provide undertaking- cum indemnity bond available on PMKVY 2.0 website.
- XIII. DDSDM reserves the right to withdraw this EoI without assigning any reasons for the same, if DDSDM determines that such action is in the best interest of the scheme.
- XIV. The EoI submitted by the applicant shall remain valid for a period of 90 days after the closing date for submission of EoI prescribed in this document. EoI validity expressed for less than 120 days shall be rejected.
- XV. At any time prior to deadline for submission of EoI: DDSDM may modify the EoI document. The amended document shall be notified through website and such amendments shall be binding on the bidders.
- XVI. Submitted the Proposal documents after the response deadline.
- XVII. Declared ineligible by the Government of India and, or UT Administration of Daman & Diu and DNH for corrupt and fraudulent practices or blacklisted.
- XVIII. The envelope containing the proposal should be clearly titled as “Proposal for the empanelment Training Partners to undertake the project under CSSM Component under PMKVY 2.0 – “DO NOT OPEN EXCEPT IN THE PRESENCE OF THE TENDER OPENING/EVALUATION COMMITTEE”.
- XIX. DDSDM may at its sole discretion and at any time during the evaluation of EoI, disqualify any applicants. If the applicant has made misleading or false reorientations in the forms, statements and attachments submitted in proof of the eligibility requirements.
- XX. DDSDM shall have all the rights to disqualify the application during the evaluation of EoI if:
  - a. Submitted an EoI without required documentation;
  - b. Use of modified formats for submission;
  - c. Blacklisted by State/UT/Central Government or any Public sector Undertaking under them’
  - d. Been in litigation with any Government agencies/institutions in India;
  - e. Processing fee in the form of demand draft of Rs. 5000/- in the favor of GSDS, not attached with the proposal.
- XXI. Applicants/ bidders shall have to submit a refundable Earnest Money Deposit (EMD) of Rs. 1,00,000/- (One lakh Only)
  - a. EMD to be paid in the form of a Demand Draft Payable to ‘U.T. of Daman & Diu Skill Development Mission Society’ payable at U.T of Daman & Diu, drawn on any nationalized bank and must accompany with covering letter in a separate cover other than the proposal cover. Proposals that are not accompanied by the above Earnest Money Deposit (EMD) Demand Draft in a separate cover shall not be considered.
  - b. The EMD of the unsuccessful agency would be returned (without interest) after the finalization of short listing.
  - c. The EMD will be forfeited on account of one or more of the following reasons:
    - I. In case, applicant withdraws from the EoI process during the period of validity of EoI (EoI shall be valid for 90 days of submission of proposal);
    - II. In case, applicant does not participate in the subsequent process of EoI (presentation before the committee, Signing of MoU) after having been shortlisted. Note: Government institutions shall be exempted from EMD.

#### 4. Short listing Criteria

The Applicant should be any Partnership Firm/Private Limited Company/Public Limited company/Registered society/Trust/ Association/ Registered Proprietorship/Government institutions/ Public Sector Units/ University/ Technical Educational institutes affiliated with State or Central Government Board / Council etc. should submit the proposal as per the attached annexure of Part-B of this EoI. The applicant must also submit documented proofs in support of the information provided in annexure of Part-B. Application without documented proofs shall be liable to reject.

1. The minimum eligibility criteria for non-government applicant agencies are following
  - Be in the business/executing skill development trainings
  - Have been active and operational continuously in India/U.T. of Daman & Diu for at-least last three years on the date of application.
  - Have average annual turnover of Rs. 75Lakh in the past three consecutive years – (FY 2014-15, 2015-16,2016-2017)
  - NSDC partner, i.e. where NSDC has stake, either through equity or loan shall be exempted against the eligibility criteria of financial turnover and experience
  - Not have been blacklisted by any State or Central Government agency.
2. Pure State/ Central Government institutions shall be exempted from paying processing charges and EMD and Performance Security Deposit.
3. Agency/applicant having four or above star rating centers, as per Centre Accreditation and Affiliation Process of NSDC on SMART portal, shall be preferred for award of project.
4. The Centres already accredited and affiliated by SSC under SMART may be considered for number allocation on priority.
5. NSDC partner companies which have been funded by NSDC or other training providers in which are already working under PMKVY 2.0 CSCM component will be given preference in the selection process. However, they shall be awarded target only for those job roles other than approved job roles in which the training is being imparted by the respective training partner under CSCM component and for such awarded targets, the TP shall undergo the CAAF process.
6. The Empanelled agencies should undergo the CAAF process and get themselves certified through SSC within 3 months from the date of Empanelment.
7. The centres who already accredited and affiliated by SSC under SMART should start the training within 15 days from the date of allocation of Target.
8. After due evaluation of applications U.T Project Approval Committee (U.TPAC) will award the project. The awarded TP/ applicant will not impart training under Franchisee model.
9. TP' shall have to select job roles mention in Annexure- 6 for which they will be awarded targets.
10. The Training Partners should not allowed to work in PMKVY 2.0 CSSM component and CSCM component at the same time in same Training Centre in same Job Roles. If the Training partners are already awarded the target in CSCM component they should inform the U.T. Administration in written regarding to the Job Roles and Sectors and other details. If any agency found Malpractices it would be voidable offence and strict action will be taken against the agency.
11. All the Agencies who submit the EoI for the Empanelment should submit the Undertaking regarding the declaration of Job Roles runs in their TC along with the PMKVY component.

## 5. Other Instruction to Applicants

- a. All documents to be submitted duly and sealed (with official seal) in two separate cloth bound covers one original and one duplicate with duly numbered pages. Both covers to be written on top ORIGINAL and DUPLICATE respectively. Original documents to be kept in ORIGINAL marked cover and photocopied documents to be kept in DUPLICATE marked cover.
- b. Applicant is expected to examine all instructions, forms, terms and specification in the EoI documents. Failure to furnish all information required by the documents of submits a EoI not substantially responsive to the bidding documents in every respect may result in the rejection of the application.
- c. The shortlisted agency should furnish a Performance Security Deposit (PSD) of Rs. 5 lakhs, in the form of a Bank Guarantee (BG) at the time of signing of MoU for Empanelment or Earnest Money Deposit (EMD) can be adjusted against Performance Security Deposit (PSD). The PSD shall remain valid for a period of one years from the date of signing of MoU or issuance of BG.
- d. General power of attorney/Board of Directors resolution/ Deed of Authority contract and all correspondences/documents thereof. Format for General Power of Attorney is given at Annexure-2
- e. Duration of the project will be one year from the date of signing the MoU, which can be further extended if needed.
- f. Funding pattern will be as per PMKVY 2.0 guidelines (as amended from time to time).
- g. The Applicant has to follow PMKVY 2.0 guideline/ any circular issued by DDSMDS pertaining to CSSM component (as amended from time to time) for Training delivery, Assessment & Certification, Placement, Tracking, Payouts etc.
- h. For further details, visit website www.
- i. There will be adjusted payments for the candidates who drop out post disbursal of the first tranche. The amount disbursed to TP against a dropped or failed candidates in the first tranche shall be adjusted in the subsequent tranches.
- j. Candidates may enroll second time in the same or different course in the scheme, but the payout for such candidates shall only be given for maximum of two courses provided there is a six-month gap between the certification date of the first course and batch start date of the subsequent course.
- k. Annual reconciliation of pay-outs disbursed against each candidate certified and placed by TP shall be undertaken before disbursal of the final tranche.
- l. Any excessive payment shall be adjusted and released or recovered from the TP.
- m. Once the training provider is empanelled with DDSDM they will have to set up the centre and get it accredited through SMART portal and get the centre affiliated with SSC through SMART. Based on the rating of the centre the number allocation will be done by DDSDM.
- n. Four STAR centres will get target for 6 months and Five STAR centres will get target for 1 year based on their centre capacity. This will ensure that numbers are given at only those centres which are fully prepared to commence training. Target allocation will be done a centre wise basis and not TP wise.
- o. The required information / details is to be strictly furnished as per prescribed formats as given in the Part – B. If information is not available, please furnish as “NIL” in report.

# **PART - B**

## 1. Important Instruction:

- The applicant should fill the details in each Table from 2.1 to 10.1 and attached all supporting documents.
- Proposal should carry the covering Letter, as per the format enclosed at Annexure-1.
- List of job roles approved by MSDE for CSSM component under PMKVY 2.0 is enclosed at Annexure-6.

## 2. Applicant's Details:

**TABLE-2.1**

SN NO	Description	Supporting Document/s	Details
1.	Organization name	<ul style="list-style-type: none"><li>• If Proprietorship Firm Copy of Certificate of the Proprietorship duly certified by a Accountant. Copy of trade license/ sales tax registration/ IT registration/ GST registration.</li><li>• If Partnership Firm Copy of Registered Partnership Deed/ Certificate of the Partnership duly certified by a Chartered Accountant.</li><li>• If Public/Private limited Company Copy of Registration/ incorporation certificate and Memorandum and Articles of Association.</li><li>• If Society/ Trust /Association Copy of Registration Certificate and Bylaws of Society/ Trust / Association.</li></ul>	
2.	Type of organization		
3.	Registration number		
4.	Date of registration		
5.	Place of registration		
6.	PAN CARD	Copy the PAN Card	
7.	Registered address	Copy of Light Bill	

8.	Corporate head-office address	Proof of address	
9.	Website	Name of URL	
10.	National skill Development Corporation (NSDC) partner (where NSDC has a stake, either through equity or loan)	Relevant supporting document	
11.	Name & contact details of the authorized signatory	Power of Attorney	Name: Designation: Mobile No: Email ID:
12.	Name & contact details of primary point of contact:		Name: Designation: Mobile No: Email ID:
13.	Nature of business of the applicant firm	The brief write-up on the nature of business of the applicant firm	

### 3. Turnover of Organization:

The applicant should give declaration by chartered accountant on their letter head only signed and sealed in following format:

#### To whomsoever it may concern

On the basis of audited financial statements, we hereby certify that (Name of Agency) having registered office at (Office address) has an average annual turnover of Rupees Seventy Five Lakhs (Rs.75 Lakhs) in the past three consecutive years (2014-15, 2015-2016, 2016-2017, 2017-18). The details of annual turnover are mentioned below:

**Table-3.1**

Sl. NO.	Financial Year	Annual Turnover (INR)
1	2014-15	
2	2015-16	
3	2016-17	
4	2017-18	

Note: Audited financial statements for the past three years (FY 2014-2015, 2015-2016, 2016-2017) should be submitted by the Applicant.

(Chartered Accountant):

Signature Name

Registration No.

Contact No.

Seal:

Date:

Place:

#### 4. Past training & Placement Performance

- a. Provide details of past experience of conducting similar development training in last 3 years (FY 2015-16, 2016-17, 2017-18).
- b. Provide details of skill training programmes run under Central Government (excluding PMKVY and STAR scheme) funding, State Government funding Programmes and especially under PMKVY and STAR scheme in Table 4.1, 4.2 & 4.3.
- c. Details of only trained and certified and placed candidate to be provided in **Annexure 7**.
- d. Candidates details shall be verified on random basis and verification outcome may be used for the proposal evaluation purpose.

**Table-4.1: Central Govt. Funded Training Programs (exceeding PMKVY and STAR)**

SI No.	Name of Project	Funding Ministry/ Dept.	Key Description of the Project	Project Duration (Start & End Date)	Total Candidates Trained	Total Candidates Certified	Total Candidates Placed	Placement %	Remarks

**Table-4.2: State Govt. Funded Training Programs**

SI No.	Name of Project	Funding Ministry/ Dept.	Key Description of the Project	Project Duration (Start & End Date)	Total Candidates Trained	Total Candidates Certified	Total Candidates Placed	Placement %	Remarks

**Table-4.3: PMKVY and STAR Scheme**

SI No.	Name of Project	Funding Ministry/ Dept.	Key Description of the Project	Project Duration (Start & End Date)	Total Candidates Trained	Total Candidates Certified	Total Candidates Placed	Placement %	Remarks



## 5. Details of Existing Training Centres:

In training centre is non-operational mentioned the date from which it is non-operational in remarks column.

**Table - 5.1: Details of Existing Training Centre**

- Attach plan lay out of the existing centre

SI No.	Training Centre Name	Complete Address	State	Owned or Rented (if rented provide copy of latest rent agreement)	Area in sq. mtr.(show office and training area separately)	Training is State Sponsored or Central Sponsored	Training Centre Started from	Courses/ Job Roles run so far	Residential or Non-Residential	Details of Currentl y Projects/ training

## 6. Details about Centres in U.T of Daman & Diu

- \* **Table - 6.1: CAAF Approved Centre Details**

SI No.	Training Centre Name	Complete Address	District	CAAF approved Yes/No	Centre ID	Star Grading	Approved/ applied job role	Training/ Batch Capacity Job Role wise	Job role wise no. of batches

**Table - 6.2: New Training Centre Details**

SI no.	Training centre Name	Complete address	District	Name of Proposed Job roles training	Training/ Batch capacity Job Role wise	Job role wise No. of baches

- \* **Table - 6.3: Details of Trainers at CAAF Centres**

SI No.	Training Centre Name	Complete Address	District	Trainer Name	Education qualification of the trainer	Experience of the trainer	Contact Detail of trainer along with email & Mobile no.	Certified by which SSC	Certified for which Job Role	Certified since when	Certificate No./ID.

**Table - 6.4: Training Content Availability**

SI No.	Name of SSC	Name of Job role	Student Workbook availability	Trainer Handbook Availability	NSQF aligned (yes/no)	In-house developed or SSC Model Contact

**\* Table - 6.5: Training currently being conduct at CAAF Approved Centres**

SI No	Training Centre Name	Name of the Project	Training under going in Job Role	Target	Training start date	Training completion date	Capacity for Vacant Job Role

**Table - 6.6: Detail of training centre other than mentioned in A**

SI No.	Training Centre Name	Complete address of the centre	Situated in which Pocket (Rural or Urban)	Is it in tribal Pocket Yes or NO	Is it Women Exclusive Yes or No	Does the centre having facility for persons with disability Yes or No

Note: Following Details pertaining to centres may be annexed with proposal

- i. Photographs of CAAF approved/under-process centres.
- ii. Photographs of food production facility for residential centres.
- iii. Photographs of accommodation facility for residential centres.
- iv. Photographs of Placement and Entrepreneurship cell, counseling, lab, classrooms, centre area etc.

**7. Furnish details and strategy to be adopted for mobilization of trainers**

**Table-7.1**

Please give detail pertaining to the proposed mobilization strategies and best practices that the applicant will adopt for mobilization of candidate for PMKVY.
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**8. Mentioned Best Practices to be adopted for quality assurance**

**Table-8.1**

Please give detail regarding best practices to the adopted to ensure quality assurance including IT or MIS platform.
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**9. Please furnish detail regarding methodology to be adopted for placement of the successful trainees and their post placement tracking mechanism**

**Table-9.1: Furnish detail regarding methodology to be adopted for placement of the successful trainees and their post placement tracking mechanism**

Please give detail regarding methodology to be adopted for placement of the successful trainees and their post placement tracking mechanism
---

**10. Provide the details of the centre management team that is proposed to Deployed for the project as per the table below**

**Table-10.1: The detail of the team that is proposed to be deployed for the project profile of each member to be submitted separately as per Annexure-5**

SI No.	Name of the staff	Designation	Years of Experience	Area of Experience	Proposed in management

## Annexure 1: Forwarding Letter

(Strictly on applicant Letterhead)

Date:

To,  
The Member Secretary  
Daman & Diu Skill Development Mission Society,  
Govt. Industrial Training Institute, Ringanwada  
M.G. Road, Daman 396210.

Dear Sir,

**Sub: EoI published by DDSDM for empanelment to undertake the project under Centrally Sponsored and State Managed Component under Pradhan Mantri Kaushal Vikas Yojana (PMKVY 2.0) in Daman.**

Please find enclosed Proposal in respect of the empanelment to undertake the project under Centrally Sponsored and State Managed Component under Pradhan Mantri Kaushal Vikas Yojana (PMKVY 2.0) in Daman, in response to the Expression of Interest (EoI) Document issued by **Daman & Diu Skill Development Society Mission (DDSDM)**.

We hereby confirm that:

1. The proposal is being submitted by (name of agency who is the applicant, in accordance with the conditions stipulated in the EoI).
2. We have examined in detail and have understood the terms and conditions stipulated in the EoI Document issues by DDSDM and in any subsequent communication sent by DDSDM. We agree and undertake to abide by all these term and conditions. Our Proposal is consistent with all the requirements of submission as stated in the EoI or any of the subsequent communication from DDSDM.
3. The information submitted in our Proposal is complete, is strictly as per the requirements as stipulated in EoI, and is correct to the best of our knowledge and understanding.
4. We would be solely responsible for any errors or omissions in our Proposal. We acknowledge that DDSDM will be relying on the information provided in the Proposal and the documents accompanying such Proposal for empanelment of the applicant for aforesaid programmed, and we certify that all information provided in the application is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying such proposal are true copies of their respective originals.
5. We acknowledge the right of DDSDM 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 satisfy the legal requirements and meet all the eligibility criteria as laid down in the EoI.

7. This proposal is unconditional and we hereby undertake to abide by the terms and conditions of the EoI.
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.
9. We have enclosed the processing fee and EMD in the form of demand draft as stipulated in EoI in separate cover. The details are as under.

Item	Amount in INR	Demand Draft No.	Date	Drawee Bank
Processing Charges	Rs. 5000/-			
EMD	Rs. 1,00,000/-			

In witness thereof, we submit our proposal for the EoI published by DDSDM

For and on behalf of:

Signature:

Name:

Designation

(Company Seal)

(Authorized Signatory)

## **Annexure 2: Format for power of Attorney**

(Required only if the Signatory to the Bid is not directly authorized by the Company Board, or Partners. Otherwise the Board Resolution Partners Resolution would suffice)

Date:

To,  
The Member Secretary  
Daman & Diu Skill Development Mission Society,  
Govt. Industrial Training Institute, Ringanwada  
M.G. Road, Daman 396210.

Dear sir,

**Sub: EoI published by DDSDM for empanelment of undertake the project under Centrally Sponsored and State Managed Component under Pradhan Mantri Kaushal Vikas Yojana (PMKVY 2.0) in Daman.**

<Proposer's name> hereby authorizes <Designation Representative's name> to act as a representative of <Proposer's name> for the following activities wide its Board Resolution (and Power of attorney if applicable)<sup>1</sup> attached herewith.

To attend all meetings conducted by DDSDM (PIA) and shall discuss, negotiable, finalize and sign any proposal or agreement and contract with AMC related to EoI.

Yours faithfully,

<Signature and Name of appropriate authority of the Proposer >

<Signature and name of the Designation Representative of the Proposer for acceptance of this Power of Attorney>

For

<Name of Proposer >

**Encl: Board resolution for Authorized Signatory**

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<sup>1</sup> In case the signatory to the bid is not directly authorized through a Board/Partners Resolution of the firm, then the Power of Attorney Vesting relevant power to the signatory should be attached. The purpose is to trace the authorization to a Board/Partner's Resolution.

### **Annexure 3: Format for Bank Guarantee for Performance Security**

Date:

To,  
The Member Secretary  
Daman & Diu Skill Development Mission Society,  
Govt. Industrial Training Institute, Ringanwada  
M.G. Road, Daman 396210.

#### **Sub: Submission of Bank guarantee**

- i. This Deed of Guarantee made this day of \_\_\_\_\_2018\_\_\_\_between Bank of \_\_\_\_\_(hereinafter called the “bank”) on the one part, and \_\_\_\_\_(hereinafter called the Authority of the other part.
- ii. Whereas authority has awarded the Contract for (Providing Training). (hereinafter called the Contract) to:\_\_\_\_\_ (Name of Service Provider) (hereinafter called the service Provider).
- iii. AND WHEREAS the Service Provider is bound by the said Contract to submit to the Authority a Performance Security for a total amount of Rs. \_\_\_\_\_(Amount in Figures and words).
- iv. NOW, WE UNDERSIGNED \_\_\_\_\_(Name of Bank) \_\_\_\_\_ do hereby unconditionally and irrevocably undertake to pay to the Authority an amount not exceeding Rs. \_\_\_\_\_(Rupees \_\_\_\_\_ only) without any demur merely on a demand in writing from Authority stating that amount claimed is due and payable by the Service Provider. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. We, the Bank, further undertake to pay to the Authority (AMC) any money so demanded notwithstanding any dispute raised by the Service Provider in any manner whatsoever and our liability under these presents is absolute, unconditional, unequivocal and irrevocable.
- v. We, the Bank, further agree that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreements.
- vi. This Guarantee is valid for a period of 365 days from the date of signing. (The initial period for which this Guarantee will be valid must be for at least \_\_\_\_days/months longer than the anticipated expiry date of the Warranty period or Annual Maintenance Contract (as the case may be) as stated in the ‘General Conditions of Contract’. We undertake not to revoke this guarantee during its currency without the written consent of the Authority.
- vii. At any time during the period in which this Guarantee is still valid, if the Authority agrees to grant a time extension to the Service Provider or if the Service Provider fails, to complete the works within the time of completion as stated in the Contract, or fails, to discharge itself of the liability or damages or debts as stated under Para 5, above, it is understood that the bank will extend this Guarantee under the same conditions for the required time on demand by Authority and at cost of the service Provider.
- viii. The Guarantee hereinbefore contained shall not be affected by any change in the Constitution of the Bank of the Service Provider.

- ix. The neglect or forbearance of the Authority in enforcement of payment of any moneys. The payment whereof is intended to be hereby secured or the giving of time by the Authority for the payment hereof shall in no way relieve the Bank of their liability under this deed.
- x. We, the Bank, undertake not to revoke this Guarantee except with the previous consent of the Authority in writing. This Guarantee shall be valid up to \_\_\_\_\_ and we undertake to renew/extend this Guarantee from time to time till the completion of performance by the Service Provider of its obligations under the Contract and /or as demanded by the Authority.
- xi. The expression “the Authority the Bank” and “the Service Provider” hereinbefore used shall include their respective successors and assignees.

In witness whereof I/We of the Bank have signed and sealed this guarantee on the \_\_\_\_ day of \_\_\_\_\_ 20\_\_ being herewith duly authorized.

For and behalf of the \_\_\_\_\_ Bank

Signature of authorized Bank official

Name:

Designation:

Stamp/Seal of the bank:

Signed, sealed and delivered

For and on behalf of the bank

By the above named \_\_\_\_\_

In the presence of:

Witness 1.

Signature

Name

Address

Witness 2.

Signature

Name

Address



## **Annexure 4: Format for Self – Declaration**

Format for Self – Declaration certifying that the Entity/Promoter/s/ Director/s of Entity are not blacklisted (On a stamp Paper of relevant Value- To be notarized)

### **Anti-blacklisting Declaration**

IM/.....(Name of the Proposer), (the names and addresses of the age registered office.) hereby certify and confirm, that we or any of our promoter/s/ director/s are not barred by U.T. Administrator of Daman & Diu (UTAODD) / any other entity of UTAODD or blacklisted by any state government or central government / department/ Local Government / Municipal Body/ Public Agency in India or from abroad from participating in providing Consulting/ Advisory Services of any kind, wither individually or as member of a Consortium on the \_\_\_\_\_ (Proposal submission Date).

We further confirm that we are aware that our Application for the captioned Project would be liable for rejection in case any material misrepresentation is made or discovered with regard to the requirements of this EOI at any stage of the Bidding Process or thereafter during the agreement period. Dated this..... Day of .....2018.

Name of the Proposer

Signature of the Authorized Person

Name of the Authorized Person

### Annexure 5: Profile of proposed team other than trainers

<b>Photo</b>	<b>Name</b>			
	<b>Designation</b>			
	<b>Proposed Role</b>			
	<b>Date of Birth</b>			
	<b>Education</b>			
<b>Employment Record</b>	<b>From</b>	<b>To</b>	<b>Company</b>	<b>Position Held</b>
<b>Brief Profile</b>				
<b>Detail of work experience</b>	<b>Nature of work handled:</b>  <b>From date to date:</b>			
<b>Languages</b>	<b>Languages</b>	<b>Read</b>	<b>Write</b>	<b>Speak</b>
<p>Date:</p> <p>I, clarify that to the best of my knowledge and belief, above details is true. I understand that any willful misstatement described herein may lead to disqualification or rejection of my application</p> <p>Name and sign along with seal</p>				

## Annexure 6: Details of Job Roles approved by NSDC / MSDE

<u>Job roles under CSSM Component of PMKY 2.0 for training in F.Y. 2018-19 for the U.T of Daman &amp; Diu.</u>					
Sr No.	Category (I,II,III,IV)	Sector	Name of the job role	Whether QPs/ Nos exist or not (Y/N)	Manufacturing/ Service
1	Category I	Automotive	Welding & Quality Technician	Y	Service
2	Category I	Automotive	Automotive Service Technician (2 & 3 wheeler)	Y	Service
3	Category I	Apparel	Sewing Machine Operator	Y	Manufacturing
4	Category I	Capital Goods	CNC operator Turning	Y	Manufacturing
5	Category I	Capital Goods	Manual Metal Arc Welding	Y	Manufacturing
6	Category I	Capital Goods	Draughtsman- Mechanical	Y	Manufacturing
7	Category IV	Furniture & Fittings	Carpenter Wooden Furniture	Y	Manufacturing
8	Category IV	IT/Tes	Domestic Data Entry Operator	Y	Service
9	Category I	Plumbing	Plumber General	Y	Manufacturing
10	Category IV	Tourism & Hospitality	Housekeeping Attendant (Manual Cleaning)	Y	Service
11	Category IV	Tourism & Hospitality	Room Attendant	Y	Service
12	Category I	Construction	General Mason	Y	Manufacturing

**Annexure 7: Provide details of only trained, certified and placed candidates**

<b>Sr No.</b>	<b>Name of Project</b>	<b>Name of Trade/ Course/ Job role</b>	<b>Duration of Trade/ Course/ Job role</b>	<b>Name of Candidate</b>	<b>Contact details of Candidate</b>	<b>Placement details of Candidates</b>