

Expression of Interest (EOI) for Empanelment of Training Service Provider

MEME-TECHNOLOGY DEVELOPMENT CENTRE, MEERUT

(Process Cum Product Development Centre), Meerut

An Autonomous Organisation

Under

Ministry of Micro Small and Medium Enterprises

Govt. of India

(To be returned in original after signing and stamped appropriately)

Invitation for Expression of Interest (EOI) for Empanelment of Training Service Provider (TSP) for providing training services to this centre for conducting Training Programmes during 2022-23:

MSME - Technology Development Centre (PPDC), Meerut, Ministry of MSME, Government of India, invites expression of Interest (EOI) in sealed envelope from reputed institute for empanelment of Training Service Provider (TSP) for providing training services during 2022-23 for conducting Training Programmes at various locations. The EOI document is available on www.ppdcm Meerut.com. May contact help desk no 0121-2404991 for any queries.

DETAILS OF tender/EOI:

Sl. No	Particulars	Details
a.	Tender/EOI Reference	No: PPDCM/7(1)/2022-23/SKF/BCF/SF dt. 08-08-2022.
b.	Last date and Time for submitting of tender	16 th August 2022 by 11:00hrs.
c.	Date and Time for Opening of tender	16 th August 2022 by 14:00hrs.
d.	Place of Tender opening	MSME-Technology Development Centre (PPDC), Sports Goods Complex, Delhi Road, Meerut-250002, Uttar Pradesh, in presence of intending bidders who wish to be present on the occasion.
e.	EMD	Rs. 50000/- (account Payee Demand Draft/ Fixed Deposit Receipt/Bankers Cheque or Bank Guarantee from any of the commercial Banks or payment online in an acceptable form, in favor of PPDC, Meerut , payable at Meerut, shall be submitted in this office before last date and time of submission)

Details of work:

- 1. Sponsored Short term Skill Development and Up Skilling Training Programmes are to be conducted at various locations during 2022-23 for the candidates belong to Safai Karmcharis/Waste Pickers/Sanitation Workers and their dependents /OBC/EBC/SC. All the training services will**

be done as per Terms & conditions and guidelines (enclosed herewith) and as per the terms & conditions of sponsored department and applicable time to time.

The list of the NSQF compliance training programmes proposed to be conducted at this centre, is enclosed as Annexure 'A'.

Note: Name, qualification, duration and number of NSQF compliance training programmes may be changed, increased or decreased.

The responsibilities of TSP:

- a. Mobilization of the candidates/ Advertisement in news papers for publicity of the training programmes to fetch the admission, if needed.
- b. Post Placement tracking/monitoring.
- c. To conduct NSQF compliant Programmes as per operational guidelines issued by NSKFDC/NBCFDC/NSFDC, New Delhi and applicable time to time.
- d. To ensure quality Skill Training & Placement to provide skills to unskilled candidates to enable them setting up self employment ventures and for salaried jobs.
- e. To arrange the Infrastructure/ Utilities with maintaining COVID-19 protocol as per Govt. guidelines for conducting NSQF compliant training Programmes at each venue.
- f. To provide Teaching Aid for conducting the programme.
- g. To obtain Feedback form from the trainees on the prescribed format.
- h. To provide Raw Material to the trainees for training.
- i. To provide TOT certified trainers with suitable qualification and experience. for conducting the training programmes.
- j. To provide stationary and course material as per guidelines of NSKFDC/NBCFDC/NSFDC, New Delhi .
- k. To Coordinate day to day training activities for conducting the programme.
- l. To maintain day to day documentation related to programmes as per NSKFDC/NBCFDC/NSFDC, New Delhi guidelines.
- m. To ensure quality of training.
- n. To arrange 3rd party Independent and unbiased assessment of trained candidates as per NSKFDC guidelines.
- o. To conduct Job Fair/Placement tie up as per NSKFDC/NBCFDC/NSFDC, New Delhi guidelines.
- p. Placement / self employment of the pass out trainees as per NSKFDC/NBCFDC/NSFDC, New Delhi guidelines.
- q. Any other work related to training programmes as per NSKFDC/NBCFDC/NSFDC, New Delhi and PPDC, Meerut requirement.

The TSP are requested to submit the proposal including the following format:

1. Name & Address of TSP:
2. Lowest rates offered by TSP for providing training services for conducting NSQF compliant training programmes as per NSKFDC/NBCFDC/NSFDC guidelines will be submitted in the following format:

S. No.	Name of the Prog.	Duration	Category (NBCFDC/NSKFDC/NSFDC)	Location	Offered Amount (in Rs.) by TSP per hr.	Remarks

					per trainee.	
1.						
2.						
3.						
GST if applicable						

Note: ** If advertisement will be published through PPDC, Meerut on DAVP rates but amount for the same will be deducted from the TSP offered amount.

1. Rates shall be inclusive of cost component such as:

- a. Post Placement tracking/monitoring.
- b. Curriculum.
- c. Training & Placement.
- d. TOT certified Trainers with suitable qualification and experience.
- e. Infrastructure viz. Classroom, with teaching aid, projector, screen,, white board, CCTV, desired attendance system etc.
- f. Job role specific labs/training aids and equipment for practical training.
- g. Teaching Aid will be arranged by those are not available with PPDC, Meerut.
- h. Raw Material, stationary and course /study material.
- i. Documentation of programme.
- j. Salary of trainers and other staff.
- k. Co ordination charges.
- l. To maintain day to day document related to programmes.
- m. To arrange Third Party Certification & Assessment of the trainees. Assessment charges will be provided by TSP as per NSKFDC/NBCFDC/NSFDC, New Delhi guidelines.
- n. Placement/self employment of pass out trainees.
- o. Any other work related to training programmes as per Terms & conditions of NSKFDC/NBCFDC/NSFDC, New Delhi which is enclosed herewith.

TERMS & CONDITIONS

- 1 The Training Service Provider (TSP) should read the EOI document paper carefully. Submission of tender/EOI shall mean that the TSP has read and understood all the terms & conditions of the tender/EOI and agrees and binds himself to the same. **All pages of the tender/EOI document should be signed and stamped by the TSP and submitted with the offer.**
- 2 The sealed tenders/EOI super-scribing tender/EOI number, name of the work and last date of submission of tender/EOI on the left side of the envelope and should be addressed to the Principal Director, MSME-Technology Development Centre (PPDC), Sports Goods Complex, Delhi Road, Meerut -250 002. (U.P.).
- 3 Tender/EOI received after last date & time of submission and without submission of EMD, are liable to be rejected.
- 4 A security deposit of Rs. 50000/- should be deposited by the TSP through account Payee Demand Draft/ Fixed Deposit Receipt/Bankers Cheque or Bank Guarantee from any of the commercial Banks or payment online in an acceptable form, in favor of PPDC, Meerut , payable at Meerut, within 7 days of receipt of acceptance of the order. The security deposit is refundable without interest after 15 days of completion of all contractual obligations by the TSP.

- 5 PPDC, Meerut reserves the right to alter, cancel, accept, modify, split, vary the quantities, any terms, conditions etc., or reject or postpone the order either fully or partly without assigning any reason there off.
- 6 Where counter terms and conditions of service have been offered, O/o MSME-Technology Development Centre (PPDC), Meerut shall not be deemed to be governed by these and bound by them unless specific written acceptance thereof has been given by PPDC, Meerut.
- 7 The offers quoted shall be in **Indian Rupees.**
- 8 All documents required by NSKFDC/NBCFDC/NSFDC, New Delhi , N. Delhi to release payment of sanction amount have to be maintained by TSP and same to be submit to PPDC, Meerut so that same may be submit to NSKFDC/NBCFDC/NSFDC, New Delhi by time.
- 9 The TSP should impart all training keeping in mind of the Govt. guidelines for prevention of COVID-19. PPDC, Meerut will stand indemnified against any suits/case etc. on imparting on training in violation of guidelines and /or of others claims by beneficiaries about negligence in pursuance of the guidelines during the training.
- 10 The PPDC, Meerut reserves the right to withhold the payment and wherever deemed appropriate and demand refund of payment with bank interest, if the TSP found to have misled PPDC, Meerut by submitting incorrect information of deliberately suppressing relevant information, PPDC may consider to blacklist the TSP.
- 11 Mere participation in the tender and offering of lowest rates does not confer any right on any party for placing order on them.
- 12 In all the matters concerned to and not covered in the terms & conditions, the decision of the Principal Director, MSME-TDC (PPDC), Meerut shall be final and binding on the parties.
- 13 All the training programmes will be conducted as per NSQF model curriculum/syllabus and amendments in future if any.
- 14 All the training programmes are to completed as per per schedule desired by NSKFDC/NBCFDC/NSFDC, New Delhi .
- 15 The actual number of trainees for training may be decrease due to lack of nomination or any other administrative reasons.
- 16 Quality of services have to be insured.
- 17 Payment will be made after receiving payment from the NSKFDC/NBCFDC/NSFDC, New Delhi , Delhi and in same ratio after submitting Application Form of the trainees, Feedback Forms, Bills, theory and practical photographs etc. to PPDC, Meerut. Any amount (except TDS) deducted by the NSKFDC/NBCFDC/NSFDC, New Delhi same will be deducted from TSP.
- 18 Assessment cost will be born by NSKFDC/NBCFDC/NSFDC, New Delhi.
- 19 **TSP has to give an undertaking as per attached format regarding GST.**

- 20 **A rent agreement has to be signed with PPDC, Meerut for the period of those training progs. for which services are to be provided by TSP.**
- 21 Study material have to be given within 3 days of commencement of course to all participants.
- 22 **Receiving of study material etc. have to obtain from the each participant and same will have to submit to PPDC, Meerut.**
- 23 All the documents related to the programmes have to maintain as per Guidelines issued by NSKFDC/NBCFDC/NSFDC, New Delhi and amendments in future and same have to submit to PPDC, Meerut.
- 24 Candidates registration to be done on PM-Daksh portal (link: www.pmdaksh.dosje.gov.in) as per portal need and as per guidelines of NSKFDC/NBCFDC/NSFDC. Training to be given to the candidates only registered on PM-DAKSH portal.
- 25 All the guidelines issued by NSKFDC/NBCFDC/NSFDC, New Delhi are enclosed herewith are indicated to Training Institute but same will also be applicable to TSP.
- 26 Failure and Termination: On acceptance of tender/EOI, if the TSP whose tender/EOI is accepted fails to complete the work within the period fixed in the contract or as extended period by the Principal Director. Principal Director PPDC, Meerut has rights to cancel the full contract or a portion and has rights to forfeit the security amount in full or part.
- 27 The empanel will be valid for conducting programmes only mentioned in this tender/EOI document, and may be extended after assessing the performance and adherence of terms & conditions in the tender/EOI document.
- 28 The authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information contained in this EOI.
- 29 **PPDC, Meerut will ensure the desired infrastructure for conducting the NSQF compliance training programmes before starting training. A training centre has to be approved on Smart portal for each training programme.**
- 30 **TSP has to submit Bio data of the faculty with desired TOT certificate, qualification and experience as per need of job role.**
- 31 **Please not that empanelment with the PPDC, Meerut does not guarantee for allocation of target or any work.**
- 32 **TSP has to sign an agreement with PPDC, Meerut.**
- 33 **TSP has to comply with the provisions of scheme guidelines, instructions issued by PPDC, Meerut and NBCFDC/NSKFDC/NSFDC, New Delhi from time to time and agreement entered into with PPDC, Meerut while implementing the training programmes.**
- 34 No fee will be charged from the trainees.
- 35 All the expenses of all programmes including faculty charges, certificate preparation and printing, study material, audio-visual aids, charges for arrangement of assessment

of the trainees, course material, raw material etc. for conducting programmes and miscellaneous etc. will be borne by TSP.

- 36 TSP will be responsible for managing teaching aids, qualified faculty, infrastructure, internet, CCTV camera etc. at venue as desired for conducting proposed NSQF compliance training programmes.
- 37 Quality of the training programme have to be maintained by TSP. Performance may be reviewed any time. In case any degradation in quality of any training programme or any violence of agreement, the same will be liable to cancel the work order.
- 38 **TSP has to ensure to capture attendance of the trainees as per guidelines of the NSKFDC/NBCFDC/NSFDC, New Delhi.**
- 39 All the disputes arising out of the contract shall be subject to Meerut, (U.P. India) jurisdiction only.
- 40 TSP should have office in Delhi NCR.
- 41 The interested TSP needs to be fulfill all the given requirements in order to associate with PPDC, Meerut:
 - (i) Must be proprietorship firm/ NGO/registered company with PAN/GST which must be in operations for 2 years or more as on 16th August, 2022.
 - (ii) Must have turnover of Rs 20.00 Lakhs in skill development activities in last 2 years or more as on 16th August, 2022.
 - (iii) Must have TOT certified faculties.
 - (iv) Audited Report of last 2 years with Annual turnover (in lakhs).

Signature of the TSP with stamp Designation-----

Place-----

Date-----

Details of Commencement of Training Programmes
Under
National Backward Classes Finance and Development Corporation (NBCFDC)

S. No	Type of training (Short Term/ Upskilling/ Long Term/ EDP)	Job Role	Duration	District	No. of trainees	Beneficiaries
			(Hours/ Month)			
1	Upskilling	Domestic Data Entry Operator	80	Meerut	80	Backward Classes (OBC) having Annual family income below Rs. 3.00 lakhs, economically Backward Classes (EBC) having Annual family income below Rs. 1.00 lakh, De-notified Nomadic and Semi-Nomadic Tribe, Sr. Citizens, Members of Beggars community, Transgenders and Victims of substance abuse. Age between 18 to 45 years.
2	Upskilling	CNC Operator - Vertical Machining Centre	80	Meerut	80	
3	Upskilling	Certificate Course in Cricket Bat Manufacturing	80	Meerut	50	
4	Upskilling	Certificate Course in Cricket Ball Manufacturing	80	Meerut	60	
5	Short Term	Self Employed Tailor	360/ 3 Months	Baghpat	30	
6	Short Term	Self Employed Tailor	360/ 3 Months	Hapur	30	
7	Short Term	Pickle Making Technician	320/ 3 Months	Shamli	30	

Details of Commencement of Training Programmes
Under
National Scheduled Castes Finance and Development Corporation (NSFDC)

S. No	Type of training (Short Term/ Upskilling/ Long Term/ EDP)	Job Role	Duration	District	No. of trainees	Beneficiaries
			(Month / Hours)			
1	Upskilling	Certificate Course in Cricket Bat Manufacturing	80	Meerut	Will depend upon registration of the candidates on PM-DAKSH portal	Belonging to Schedule cast. Age between 18 to 45 years.
2	Upskilling	Certificate Course in Cricket Ball Manufacturing	80	Meerut		
3	Short Term	Certificate Course in Cricket Bat Manufacturing	300	Meerut		
4	Long Term	Certificate Course in Cricket Ball Manufacturing	600	Meerut		

Details of Commencement of Training Programmes
Under
National Safai Karmcharis Finance and Development Corporation (NSKFDC)

S. No	Type of training (Short Term/ Upskilling/ Long Term/ EDP)	Job Role	Duration	District	No. of trainees	Beneficiaries
			(Hours/ Month)			
1	Short Term	Pickle Making Technician	320/ 3 Months	Meerut	Will depend upon registration of the candidates on PM-DAKSH portal	Target group of Safai Karmcharis/Waste pickers/Sanitation Workers and their dependents. Age between 18 to 45 years.
2	Short Term	Jam, Jelly and Ketchup Processing Technician	340/ 3 Months	Meerut		
3	Short Term	Retail Sales Associate	250/ 2.5 Months	Sardhana Meerut		
7	Short Term	Street Food Vendor - Standalone	290/ 3 Months	Meerut		
8	Short Term	Pickle Making Technician	320/ 3 Months	Varanasi		
9	Short Term	Carpet Weaver – Tufted	270/ 2.5 Months	Bhadohi		