

**EXPRESSION OF INTEREST
(EOI)**

**EOI NO.5.0
PSDM/ETP/2019-20/05
DATE 27.02.2019**

**Empanelment of Training Partners to undertake projects
for various Skill Development Schemes under
Punjab Skill Development Mission**



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1. Introduction

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

Currently the Mission is implementing the following schemes and projects:

1. ESTP Component of NULM (A skill training program for urban youth) <http://nulm.gov.in/>
2. BOCW (A skill training program for wards & dependents of construction workers) <http://bocw.punjab.gov.in/>
3. DDU-GKY (A skill training program for rural youth) <http://ddugky.gov.in/>
4. PMKVY -2.0 (A skill training program for urban & rural youth) <http://pmkvyofficial.org/>
5. Border Area Development Program
6. Corporate Social Responsibility (CSR) Projects
7. Special Projects: The Special Projects shall include:-
 - a) Skill Training in Traditional Crafts such as Terracotta, Phulkari, Wood Inlay, Crochet, Fabric Printing, Punjab Jutti, Dari/Khes, Basketry, Artificial Jewellery, Hand Painting, Jute and Best Out of Waste.
 - b) Skill Training targeted for specific segment of the society such as Border Area Residents and Persons with Disabilities (PWD).
 - c) Skill Training for Entrepreneurship Development and Self Employment.

PSDM invites the Expression of Interest (EOI) in categories A & B as listed below, who are interested and eligible for submission of proposal for empanelment to undertake projects under above mentioned skill training schemes in the State of Punjab. In case PSDM runs any other scheme, the Training Partners may be considered for the same.

The training partners must apprise themselves with all aspects of the detailed guidelines of the schemes mentioned above before applying.

2. Eligibility Criteria

The Training Partners will be empanelled with PSDM under the following two categories:

Category A – Agencies having Skill Training Experience

This category is applicable to agencies which have prior experience in implementation of Government Sponsored (Central/State) Skill Training Schemes in India. Only Empanelment letter shall not be sufficient to be considered under this category. Any agency which has received work order/sanction order from Central/ State Government in skill development field **prior to 01.08.18** will be considered as category A.

Category B – Agencies having no Prior Skill Training Experience

This category is applicable to agencies which don't have prior experience in implementation of Government Sponsored (Central/State) Skill Training Schemes in India. The Agencies which have worked as Training Center (TC) in PMKVY under some other training partner (TP) shall be eligible to participate under category B only.

All the agencies mentioned above should:

- Be a registered legal entity
- Apply under only one category mentioned above,
- Will not involve into franchising/subletting/outsourcing of any activity related to training,
- Not blacklisted by any donor agency/ State Government/ Central Government/ any competent authority.
- Will adhere to PSDM and respective schemes norms (as amended from time to time).

In case of negative feedback or feedback on poor Performance received from any competent authority with which the agency has worked with in past, it will be liable to be rejected/terminated at any stage of empanelment process, before or even after empanelment at the discretion of PSDM without giving any notice.

Note: Preference shall be given for running Residential Courses.

Training Partner Affiliation: The agencies who are not affiliated with any centralized system for DDUGKY & PMKVY etc., and want to apply for DDUGKY & PMKVY etc., are advised to get themselves registered simultaneously for the same as per below mentioned links:

For NSDC: <https://www.nsdcindia.org/New/invitation-proposal>

For DDU GKY: <http://ddugky.gov.in/prn/outerAction.do?methodName=showIndex>

For PMKVY: <http://pmkvyofficial.org/BecomeaTrainingPartner.aspx>

3. Tender Cost & Proposal Processing Fees (Non-Refundable)

All applicants are requested to submit a **non-refundable** Tender Cost of Rs. 10,000/- (Rupees Ten Thousand only) and **non-refundable** Proposal Processing Fee of Rs. 25,000/- (Rupees Twenty-Five Thousand only). This will be paid in the form of a **Demand Draft** Payable to 'Punjab Skill Development Mission' payable at Chandigarh, drawn on any scheduled commercial bank and must accompany with Covering Letter in cover of the Proposal Document. Proposals that are not accompanied by the proposed Tender Cost & Processing Fee shall not be considered.

Note: 1. Please write the details such as Name of the Agency, Contact Person Name, email and mobile no etc. at the back of each demand draft.

2. Only demand draft to be considered for tender cost and processing fees, cheques submitted in this regard to be rejected without giving any 2nd chance.

4. Indicative Timelines

Proposals received up to 22nd March 2019 (4:00 pm) would be accepted i.e. Proposal received after 4:00 PM would be rejected straight away without assigning any reason. PSDM proposes to conduct an orientation work shop for prospective Training Partners, which is scheduled on 7th March 2019 at PSDM Office. Detailed Schedule of this workshop shall be updated on PSDM website in due course of time. Any clarification/corrigendum will be updated on www.psdm.gov.in. Interested People should continuously visit PSDM website for updations. However, if cutoff date/orientation workshop falls on any holiday the next working day shall be taken into consideration.

5. Duration of Empanelment

The duration of the empanelment will be of 3 years and may be extended based on Training Partner's performance. The PSDM reserves all the rights to discontinue Training Partner any

time in case of nonperformance without any notice. PSDM shall follow a 3-level structure and alerts/signals shall be issued as mentioned below:

Type of Alert/Signal	Reasons
Yellow Alert	Minor Default
Red Alert	Major Default
Green Signal	Performance above standards

6. Cost Norms

Skill Development training costs would be paid as per the respective Scheme Guidelines, Common Cost Norms and PSDM Guidelines as issued from time to time.

7. Training Infrastructure

To be provided by the Training Partner as per PSDM/scheme/Sector Skill Council (SSC) Guidelines.

8. Employability Potential Assessment

The agency shall conduct the Employability Potential Assessment of the area for which they propose to conduct the training. This shall include mapping the local industry demand & aspirations of the target beneficiaries.

PSDM prefers that the placements shall happen in the same district or adjoining district where the training is being imparted at the minimum wages prescribed by the Department of Labour, Punjab (as amended from time to time). Relocation shall be allowed, only with the explicit consent of the candidates.

9. Selection Process

The process will comprise of 2 rounds:

1. Basic level of screening and selection based on the eligibility parameters and supporting documents submitted to PSDM-**First Round**
2. All the agencies Scoring 50% or more than 50 % Marks in 1st round, shall be given an opportunity to present their candidature in form of Technical presentation to the Punjab Skill Development Mission-**Second Round**
3. Agencies also need to score minimum 40 % marks in presentation round to be considered for final empanelment.
4. Final empanelment to be done based on the combined score of first round and second round as mentioned above. This combined score of 1st and 2nd round should be 50% or more than 50% for the final empanelment of the agency.

The selected training partners will have to sign a Memorandum of Understanding (MoU) with the PSDM.

10. Evaluation Criteria

The Project Evaluation Committee shall evaluate the Eligible EOI proposals submitted to PSDM. Each of the responses shall be evaluated to validate the compliance of applicant according to the short listing criteria, forms and documents mentioned in the EOI.

Evaluation Criteria for 1st Round for Category A Agencies (Maximum Marks 100)

Particulars	Maximum Marks	Method of allotting marks
Financial Strength	30	Score shall be calculated based on the Average Total Turnover of an agency for last three financial years i.e 2015-2016, 2016-17, 2017-18 (MM 10)
		Score shall be calculated based on the average net profit of an agency for last three financial years i.e 2015-16, 2016-17 and 2017-18 (MM 10)
		Score shall be calculated based on the Average Turnover from Skill Activities of an agency in last three financial years (MM 10)
Qualified Human Resource	20	Certified Domain Trainer Availability (MM 4)
		Dedicated IT Trainer Availability (MM 4)
		Dedicated Soft Skills Trainer Availability (MM 2)
		If Program Head, Quality, Mobilization, MIS & Placement Head Available (MM 10)
Training Infrastructure Availability	10	Total Covered Area of the Centre (MM 4)
		Separate Boys and Girls Toilet at the Training Centre (MM 2)
		Availability of Technical Training Infrastructure (MM 2)
		Residential Facility for Trainees (MM 2)
Employability Potential Assessment	20	No. of Potential Job offers to be made on annual basis (MM 10)
		Availability of Percentage annual Job Offers made by the surveyed company w.r.t the total no. of employees working in the same company (MM 10)
Placement Record	20	Based on %age of students placed w.r.t. the trained students (Average of past 3 years) (MM 20)
Grand Total	100	

Evaluation Criteria for 1st Round for Category B Agencies (Maximum Marks 100)

Particulars	Maximum Marks	Method of allotting marks
Financial Strength	30	Score shall be calculated based on the Average Total Turnover of an agency (MM 20)
		Score shall be calculated based on the average net profit of an agency for last three financial years i.e 2015-16, 2016-17 and 2017-18 (MM 10)
Training Infrastructure Availability	30	Total Covered Area of the Centre (MM 15)
		Separate Boys and Girls Toilet at the Training Centre (MM 4)
		Availability of Technical Training Infrastructure (MM 7)
		Residential Facility for Trainees (MM 4)
Employability Potential Assessment	40	No. of Potential Job offers to be made on annual basis (MM 20)
		Availability of Percentage annual Job Offers made by the surveyed company w.r.t the total no. of employees working in the same company (MM 20)
Grand Total	100	

*2nd round of Presentation for both the categories A & B shall carry maximum of 20 marks.

Evaluation Criteria for 2nd Round for Category A Agencies (Maximum Marks 20)

Evaluation Criteria of Technical Presentation for Category A	Maximum Marks
Employability Potential Assessment based on percentage job offers made by a company w.r.t. total no. of employees working in the same company	5
Special Achievements and Success stories in the form of video and Testimonial of the Candidates	10
Past targeted training approach (For eg. Trainings conducted for SC/STs, Women groups, Persons with special abilities, Drug Addicts, Trans genders, Trainings in traditional art and craft of Punjab or any other special needy group)	5
Total	20

Evaluation Criteria for 2nd Round for Category B Agencies (Maximum Marks 20)

Evaluation Criteria of Technical Presentation for Category B	Maximum Marks
Employability Potential Assessment based on percentage job offers made by a company w.r.t. total no. of employees working in the same company	5
Awards/Achievements in the respective field of the organization	10
Future Targeted training approach (For eg. Trainings Proposed for SC/STs, Women groups, Persons with special abilities, Drug Addicts, Trans genders, Trainings in traditional art and craft of Punjab or any other special needy group)	5
Total	20

11. Focus Districts

Although PSDM is focussing on entire Punjab as far as availability of training partner and training centres is concerned, there are a few districts which are having lesser number of training centres as compared to other districts, hence require special attention. These districts would be the focus areas for allocating work orders to training partners in EOI 5.0. List of Focus Districts is as under:-

Sr. No.	Districts
1	Barnala
2	Kapurthala
3	Moga
4	Ferozepur
5	SBS Nagar

12. Submission of Proposal

Interested agencies fulfilling eligibility conditions as mentioned above can submit their detailed proposal for undertaking skill training project in the State of Punjab to the **Mission Director, Punjab Skill Development Mission (PSDM), Chandigarh** on or before the cutoff date and time i.e. 22nd March 2019 at 4:00 PM. The proposal should carry following documents as per given checklist:

Mandatory Annexure (applicable for both A & B Category Agencies)

- Covering Letter-Annexure-1
- Applicant details along with required documents as per Annexure-2
- A self-declaration for not being blacklisted Annexure-3
- A self-declaration certificate as per Annexure-4
- Empanelment Details for TP/PIA's as per Annexure-5

Additional Annexure – Applicable only for Category A Agencies

- Financial Details as per Annexure-A1
- Human Resource Details as per Annexure-A2
- Training Infrastructure Details as per Annexure-A3
- Employability Potential Assessment as per Annexure-A4
- Industry Linkages as per Annexure - A5 (Supporting document for Annexure A4)
- Training and Placement details as per Annexure - A6

Additional Annexure – Applicable only for Category B Agencies

- Financial Details as per Annexure -B1.
- Training Infrastructure Details as per Annexure-B2
- Employability Potential Assessment as per Annexure-B3
- Industry Linkages as per Annexure - B4 (Supporting document for Annexure B3)

Note: Any other documents by which agency wants to prove its strength in the respective area but the document should contain the information as required by this tender document.

All the documents must be sealed in one common Envelop and it must be super subscribed with the line **“Submission of Proposal to undertake projects for various Skill Development Schemes under Category A OR B under PSDM (strike out whichever not applicable)”**

The Mission Director, PSDM reserves the right to accept or reject any proposal without providing any reason, what so ever. The decision of PSDM shall be final and binding upon the Company/Agency.

For further information, you may contact Mr. Fateh Singh, Mission Manager, fatehsinghpsdm@gmail.com