



**REQUEST FOR TECHNICAL PROPOSAL**

**FOR**

**EMPANELMENT OF PRIVATE TRAINING SERVICE**

**PROVIDERS**

**FOR**

**IMPLEMENTING**

MUKHYA MANTRI YUVA SWABHIMAAN YOJNA (MMYSY) &  
MUKHYAMANTRI KAUSHAL SAMVARDHAN YOJNA (MMKSY)  
**RFP No. 01/MPSSDEGB/MMYSY - MMKSY /2019-20**

Dated: 31.05.2019

**MADHYA PRADESH STATE SKILL DEVELOPMENT AND EMPLOYMENT  
GENERATION BOARD (MPSSDEGB),  
DEPARTMENT OF TECHNICAL EDUCATION, SKILL DEVELOPMENT &  
EMPLOYMENT,  
GOVERNMENT OF MADHYA PRADESH, ITI GOVINDPURA CAMPUS,  
GOVINDPURA, BHOPAL – 462023**

## **Notice Inviting Technical Proposals**

Madhya Pradesh State Skill Development and Employment Generation Board (MPSSDEGB), earlier known as Madhya Pradesh Council of Vocational Education and Training (MPCVET), is the nodal agency in the State of Madhya Pradesh to coordinate, synergize and implement the Skill Development and employment initiatives supported by central and state governments.

MPSSDEGB's primary objective is to build the capacity of the youth of Madhya Pradesh and equip them with employability as well as entrepreneurship skills through targeted skill development programmes.

This document invites technical proposals from the reputed Training Service Providers (TSPs) who are interested in delivering skill development programmes in the State under the Mukhya Mantri Yuva Swabhimaan Yojna (MMYSY) & Mukhya Mantri Kaushal Samvardhan Yojna (MMKSY). Based on the evaluation of technical proposal, the Training Service Providers will be empaneled with MPSSDEGB to train youth under the scheme. **The last date for receipt of the proposals is 10.07.2019. The proposals shall reach MPSSDEGB latest by 03:00 PM of the mentioned last date.**

The Proposal document is available at our website: [yuvaswabhimaan.mp.gov.in/](http://yuvaswabhimaan.mp.gov.in/), [ssdm.mp.gov.in](http://ssdm.mp.gov.in) and [www.mpskills.gov.in](http://www.mpskills.gov.in)

The proposals may be sent to the undersigned at the below mentioned address:

The Chief Executive Officer  
Madhya Pradesh State Skill Development and Employment Generation Board  
Reception Desk, MPSSDEGB  
Gas Rahat ITI Campus  
Raisen Road, Govindpura  
Bhopal – 462023

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## List of Abbreviations

<b>Terms</b>	<b>Description</b>
<b>BG</b>	Bank Guarantee
<b>DoTESD</b>	Department of Technical Education and Skill Development
<b>EMD</b>	Earnest Money Deposit
<b>GoI</b>	Government of India
<b>ITI</b>	Industrial Training Institute
<b>MES</b>	Modular Employable Skills
<b>MSDE</b>	Ministry of Skill Development and Entrepreneurship
<b>MMKSY</b>	Mukhya Mantri Kaushal Samvardhan Yojna
<b>MMKY</b>	Mukhya Mantri Kaushalya Yojna
<b>MMYSY</b>	Mukhya Mantri Yuva Swabhimaan Yojna
<b>MPCVET</b>	Madhya Pradesh Council for Vocational Education & Training
<b>MPSSDEGB</b>	Madhya Pradesh State Skill Development and Employment Generation Board
<b>NOS</b>	National Occupational Standard
<b>NCVT</b>	National Council for Vocational Training
<b>NSDC</b>	National Skill Development Corporation
<b>PG</b>	Performance Guarantee
<b>QP</b>	Qualification Pack
<b>RFP</b>	Request for Proposal
<b>SDC</b>	Skill Development Centre
<b>SSC</b>	Sector Skill Council
<b>ToR</b>	Terms of Reference
<b>TSP</b>	Training Service Provider
<b>ULB</b>	Urban Local Bodies

## Schedule of Activities

<b>Sl. No.</b>	<b>Milestone</b>	<b>Date</b>
<b>1.</b>	Circulation of the RFP document	31.05.2019
<b>2.</b>	Submission of pre-bid queries	07.06.2019 till 4.00 pm
<b>3.</b>	Pre-bid meeting	10.06.2019 at 02.00 pm at Model ITI Auditorium, MPSSDEGB Campus, Govindpura, Bhopal – 462023
<b>4.</b>	Issue of pre-bid meeting clarifications and its circulation	12.06.2019
<b>5.</b>	Deadline for submission of Technical Proposal	10.07.2019 till 03.00 PM
<b>6.</b>	Opening of Technical Proposal	11.07.2019 at 05.00 PM at Model ITI Auditorium, MPSSDEGB Campus, Govindpura, Bhopal – 462023
<b>7.</b>	Notification / Empanelment of Selected Training Service Providers	Till 04.08.2019
<b>8.</b>	Signing of Agreement with training service providers through MoU and sanction order	Till 10.08.2019
<b>9.</b>	Commencement of work (registration of TSP on portal and mobilization of candidates)	11.08.2019

## Other Key Information

Item	Reference
<b>Proposal Issuing Date</b>	31.05.2019
<b>RFP No.</b>	01/MPSSDEGB/MMYSY - MMKSY /2019-20
<b>Title</b>	Request for Proposal for empanelment of private Training Service Providers (TSPs) for implementation of training programmes under the Mukhya Mantri Yuva Swabhimaan Yojna (MMYSY) and Mukhya Mantri Kaushal Samvardhan Yojna (MMKSY) in Madhya Pradesh
<b>Issuing Authority</b>	The Chief Executive Officer of the Madhya Pradesh State Skill Development and Employment Generation Board (MPSSDEGB), Bhopal
<b>Contact person details</b>	Shri G. N. Agrawal, Additional Chief Executive Officer, MPSSDEGB, Bhopal Contact No.: 0755-2581138; email – <a href="mailto:mpssdegb@mp.gov.in">mpssdegb@mp.gov.in</a>
<b>E-mail address for Pre-bid queries</b>	Please send your queries regarding this proposal prior to stipulated date on <a href="mailto:mpssdegb@mp.gov.in">mpssdegb@mp.gov.in</a> Queries received on above email address before stipulated time would only be considered in the pre bid meeting.
<b>Website address</b>	<a href="http://yuvaswabhimaan.mp.gov.in">yuvaswabhimaan.mp.gov.in</a> , <a href="http://ssdm.mp.gov.in">ssdm.mp.gov.in</a> and <a href="http://www.mpskills.gov.in">www.mpskills.gov.in</a>
<b>Brief Description</b>	MPSSDEGB invites sealed technical proposals from the interested agencies for empanelment for implementation of MMYSY & MMKSY in Madhya Pradesh. The successful applicants will be empaneled to provide short-term employment-oriented training to the youths in the state.
<b>Date and time for Pre-bid Meeting</b>	10.06.2019 at 02.00 pm
<b>Venue for Pre-bid Meeting</b>	Madhya Pradesh State Skill Development and Employment Generation Board, Model ITI Auditorium Gas Rehabilitation ITI Campus Raisen Road, Govindpura Bhopal – 462023

<b>Item</b>	<b>Reference</b>
<b>Bid Price/Tender Fee</b>	INR 5000 (Non-Refundable) payable in form of a demand draft / pay order / bankers' cheque in favor of CEO, MPSSDEGB with the proposal
<b>Earnest Money Deposit</b>	INR 25,000 per Location in form of a demand draft / pay order / bankers' cheque in favor of CEO, MPSSDEGB with the proposal with validity of 3 months of submission of proposal.
<b>Performance Guarantee</b>	5% of total sanctioned project cost in form of bank guarantee of scheduled commercial bank in favor of CEO, MPSSDEGB at the time of signing of agreement with validity of 24 months.
<b>Last date and time for Submission of Technical Proposal</b>	10.07.2019 by 03.00 PM
<b>Address for submission of Technical Proposal</b>	The Chief Executive Officer Madhya Pradesh State Skill Development and Employment Generation Board, Reception Desk, MPSSDEGB Gas Rahat ITI Campus Raisen Road, Govindpura, Bhopal – 462023
<b>Validity of the Proposal</b>	120 days from the last date of submission of the Technical Proposal. However, this may be extended by MPSSDEGB. In such a case, consent from the applicant TSPs would be sought in advance. If the applicant is not willing to provide its consent for extension, it may with-draw its application. In such case, it's proposal with EMD would be returned.

### **Important Notes:**

1. MPSSDEGB reserves the right to amend any or all conditions of this RFP document before the last date of submission of proposals, or to change the above schedule at any time, without assigning any reasons whatsoever.

In case any applicant fails to submit the original Demand Draft / Banker's Cheque / Pay Order of Tender Fee and Earnest Money Deposit along with the bid, the Technical Proposal of the applicant will be returned unopened. The Technical Bid will not be considered for further evaluation. The Demand Draft / Banker's Cheque should be drawn in favor of **“CEO, MPSSDEGB”, payable at Bhopal**. The



**DD/BC/PO of Tender Fee/Bid Fee** and **DD/BC/PO of EMD** need to be placed inside a sealed envelope and marked as "Tender Fee/Bid Fee and EMD" and should be placed in the main envelope alongside the sealed envelope of Technical Proposal clearly marked as "Technical Proposal".

2. Contact Person for communication:

The Additional Chief Executive Officer

Madhya Pradesh State Skill Development and Employment Generation Board

Phone: 0755-2581138; 4045448

Email: [mpssdegb@mp.gov.in](mailto:mpssdegb@mp.gov.in)

## Disclaimer

The information contained in this Request for Proposal (RFP) document or subsequently provided to Applicants, whether verbally or in documentary form or any other form by or on behalf of the Authority/Client or any of their employees or advisers, is provided to Applicants on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

**This RFP is not an agreement and is neither an offer nor invitation by the Authority/Client to the prospective Applicants or any other person.**

The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this call for proposal. This RFP may include information, which may reflect the assumptions arrived at by the Authority/Client in relation to the programme implementation. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. The assumptions, assessments, statements and information contained in this RFP, may not be complete, accurate, adequate or correct. Each Applicant is therefore encouraged to conduct its own investigation and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFP and obtain independent advice from appropriate sources.

The Authority/Client accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein. The Authority/Client, its employees and advisers make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process. The Authority/Client also 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 RFP. The Authority/Client 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 this RFP.

**The issue of this RFP does not imply that the Authority/Client is bound to empanel one or more Applicant(s) or to appoint the Selected Applicants, as the case may be, for the implementation of the programme and the Authority/Client reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.**

## Definitions and Glossary

<b>Terms</b>	<b>Description</b>
<b>Aadhar linked Biometric Attendance</b>	Aadhar linked Biometric attendance machine captures unique biological/physical feature such as finger(s) print cross verified with data fetched through the UIDAI portal for identity verification. All centres must capture the biometric attendance of trainers and trainees.
<b>Agreement / Empanelment</b>	Contract between MPSSDEGB and TSPs selected for implementation of MMYSY & MMKSY, signed in form of Memorandum of Understanding (MoU).
<b>Batch Size</b>	The total no. of candidates getting trained in a particular job role at a particular time in a single classroom or practical room. The approved batch size is of minimum 10 candidates to maximum 30 candidates.
<b>Centre affiliation fees</b>	All TSPs are required to get their training centres affiliated from MPSSDEGB. One-time affiliation fee @ INR 10,000.00 (Rupees Ten thousand only) per centre would be charged by MPSSDEGB. This fee would be non-refundable. Centres which are already affiliated by MPSSDEGB under MMKSY shall not require re-affiliation.
<b>Client / Authority</b>	The Chief Executive Officer (CEO) of Madhya Pradesh State Skill Development and Employment Generation Board (MPSSDEGB), who has invited proposals for empanelment with whom (or his designated represented) the empaneled Training Service Provider signs the Contract for the Services and to whom the empaneled Training Service Provider shall provide services as per the terms and conditions and Terms of Reference (ToR) of the contract.
<b>Disqualification</b>	The exclusion of the Applicant from the empanelment process or de-empanelment of the applicant due to any of the following reasons: <ul style="list-style-type: none"> <li>• The Applicant has wrongly stated/manipulated the facts and figures in the proposal at any stage before/after the award of the Assignment.</li> <li>• The Applicant tries to influence the evaluation process by any means.</li> </ul>

<b>Terms</b>	<b>Description</b>
	In case of disqualification, Earnest Money Deposit or Performance Guarantee, as applicable, shall be forfeited.
<b>Earnest Money Deposit</b>	All applicants would be required to submit Earnest Money Deposit of INR 25,000 per Location (Urban Local Body/Non-urban centres in Districts)
<b>Location of training centre</b>	Location of a training centre under the scheme can be of Urban local body as listed in Annexure-1A and non-urban centres (other than ULBs) in districts as listed in Annexure-1B.
<b>Mobilization</b>	<p>Conveying the correct message to the target audience, thereby motivating them to participate/register for schemes.</p> <p>Under the MMYSY, the mobilization of beneficiaries would be done by the Urban Administrative Department through its field representative and registration through a web-portal. The web-portal for registration <a href="http://yuvaswabhimaan.mp.gov.in">http://yuvaswabhimaan.mp.gov.in</a> is already in place and working.</p> <p>Similarly, under MMKSY, the registration of aspirants would be done online through <a href="http://ssdm.mp.gov.in">ssdm.mp.gov.in</a> .</p>
<b>National Occupational Standards (NOS)</b>	<p>National Occupational Standards (NOS) specify the standard of performance an individual must achieve when carrying out a function in the workplace, together with the knowledge and understanding they need to meet that standard consistently. Essentially NOS are benchmark of good practices.</p> <p>Each NOS defines one key function in a job role. NOS describe functions, standards of performance and knowledge / understanding. The NOS are laid down by employers (through their SSCs). A set of NOS, aligned to a job role, called Qualification Pack (QP), would be available for every job role in each industry sector. These drive both the creation of curriculum and assessments.</p>
<b>National Skill Development Corporation (NSDC)</b>	NSDC aims to promote skill development by catalyzing creation of large, quality, for-profit vocational institutions. It provides funding to build scalable, for-profit vocational training initiatives. Its mandate is also to enable support systems such as quality assurance, information systems and train the trainer academies either directly or through partnerships.

<b>Terms</b>	<b>Description</b>
<b>Performance Guarantee (PG)</b>	A Performance Guarantee would need to be submitted by the Training Service Provider for an amount equal to 5% of sanctioned total project cost in form of a bank guarantee drawn in favour of <b>“CEO, MPSSDEGB”</b> .
<b>Placement</b>	<p>Placement under schemes is defined if a candidate fulfills the following criteria:-</p> <ul style="list-style-type: none"> <li>• He/ she continue in job for 3months or run his/her own set-up for 3 months, post completion of training programme.</li> <li>• Salary received as per the minimum wages of Semi- Skilled labour in the state of Madhya Pradesh or earned income as per the minimum wages of Semi- Skilled labour in the state of Madhya Pradesh.</li> <li>• He/she should receive the salary in his/her dedicated bank account or should have earned the income in his/her dedicated bank account</li> </ul> <p>The mandatory documentary proof of every candidate placed should be uploaded on the MPSSDEGB portal.</p> <p>Detailed norms regarding placement and tracking can be referred in the Standard Operating Procedures (SoPs) prepared by the MPSSDEGB for implementation of MMKSY / MMKY at the following link:  <a href="http://ssdm.mp.gov.in/Uploaded%20Document/Circular/23012019123721Placement%20&amp;%20Tracking.pdf">http://ssdm.mp.gov.in/Uploaded%20Document/Circular/23012019123721Placement%20&amp;%20Tracking.pdf</a></p>
<b>Placement Rate</b>	The number of students placed as a proportion number of students certified.
<b>Qualifications Pack (QP)</b>	QP comprises the set of Occupational Standards, together with the educational, training and other criteria required to perform a job role.
<b>Post Placement Tracking</b>	Tracking of candidates for a period of 6 months (at least once every month) post completion of training. Candidate wise records are to be maintained regarding mode of tracking, date of tracking, person by whom tracking was done, latest status of the candidate (working/not working, satisfied/unsatisfied with job, wants new job etc.) and remedial measures to be taken (if required). A three-

<b>Terms</b>	<b>Description</b>
	<p>tier mechanism would be followed to track the candidates after placement:-</p> <ol style="list-style-type: none"> <li>1. Desk verification.</li> <li>2. SMS and Telephonic Verification.</li> <li>3. Physical Verification</li> </ol>
<b>Sector Skill Councils (SSCs)</b>	<p>SSCs are national partnership organizations that bring together all the stakeholders – industry, labor and the academia, for the common purpose of workforce development in particular industry sectors. They operate as autonomous bodies. These councils are registered as a Section 25 Co., or Society. Funding is initially done by NSDC &amp; Industry. The objectives of SSCs are Conducting Research and Building Quality Assurance, Providing training curriculum, Assessment &amp; certification, setting up sectoral Centre of Excellences (CoE) and Training of Trainers</p>
<b>Training Service Provider (TSP)</b>	<p>Any entity which is has been empaneled by MPSSDEGB through this RFP and may provide Services to the Client under the Contract.</p>
<b>Terms of Reference (ToR)</b>	<p>ToR means the document included in the RFP, which explains the objectives, scope of work, activities and tasks to be performed, respective responsibilities of the Client and the Training Service Provider, and expected results and deliverables of the Assignment/job.</p>
<b>Sponsoring Agency</b>	<p>For the purpose of this RFP, the sponsoring agency is defined as any State Government /Central Government / Ministry / Department / Government Agency / any Public Sector Undertaking (PSU) conducting CSR activities or any accreditation body as defined in the respective eligibility criteria which has empanel the Training Service Provider to conduct training programs and funded the training project of the Training Service Provider.</p>
<b>Urban Local Body (ULB)</b>	<p>Urban Local government implies the governance of an urban area by the people through their elected representatives. 74<sup>th</sup> Constitutional Amendment Act, 1992 provided constitutional status to local urban bodies. ULBs are classified into three categories viz. Municipal Corporation (Nagar Nigam), Municipality (Nagar Palika) and Municipal Council (Nagar Parishad). There are 378 ULBs in Madhya Pradesh. List is annexed in Annexure-1A of</p>

<b>Terms</b>	<b>Description</b>
	this document.
<b>Unserviced Urban Local Body</b>	For the purpose of this RFP, the unserviced local body is referred to the ULBs having no active training centres under the existing short-term skilling schemes.
<b>Non-Urban Centres in District location</b>	For the purpose of this RFP, any location which is <b><u>NOT</u></b> under the administration of any urban local body would be called as Non-urban centres in district location. List of districts is annexed at Annexure-1B.
<b>Validity of the proposal</b>	The proposal shall remain valid for a period of 120 days from the last date of submission specified in the tender document. However, it may be extended by MPSSDEGB. In such a case, consent from the applicant TSPs would be sought in advance. If the applicant is not willing to provide its consent for extension, then its proposal with EMD would be returned.
<b>Urban Centres</b>	For the purpose of this RFP, any location (address of the centre) which is under the administration of any urban local body would be called as urban centres. The list of ULBs is annexed at Annexure-1A.



## **Section A – Preface**

### **1. Introduction to MPSSDEGB**

Madhya Pradesh State Skill Development and Employment Generation Board (MPSSDEGB) is the nodal agency for Skill Development and employment in the State. The Board is registered as a Society under the Indian Societies' Act and aims at developing the State level agenda for skilling, coordinating & guiding the 20 other departments engaged in implementing skill development programmes and creation of sustainable employment opportunities for youth in the State. The mission is chaired by the Hon'ble Chief Minister of Madhya Pradesh.

### **2. Objectives of MPSSDEGB**

The key objectives of MPSSDEGB are:

- a. To establish and to carry out the administration and management of the "Madhya Pradesh State Skill Development and Employment Generation Board" (Earlier known as "Madhya Pradesh State Skill Development Mission" and "Madhya Pradesh Council for Vocational Education and Training")
- b. To provide access to sustainable quality vocational education to the target group of citizens of the state to meet the challenges of skilled human resource required for various sectors of economy.

### **3. Functions of MPSSDEGB**

The functions of the Board have been identified as under:

- a. To plan, execute, co-ordinate and monitor Skill Development Programmes to prepare youth for self-employment and for various jobs available in Industrial & Service Sectors.
- b. To develop competency based curricula, and to train, assess and certify school dropouts, labor working in unorganized sectors, service sector and unskilled workers engaged in various industries.
- c. To prepare need based training programme of different levels as per the requirement of various groups, industrial sectors, which have recognition at national & international level and also to recognize such programmes for further education.
- d. To develop a flexible delivery mechanism to impart training in part-time, weekends, full time, onsite/offsite mode.
- e. To plan and monitor National Skill Development Policy at State level.

- f. To frame policy & programmes to link non-formal vocational training with the formal education system and to develop system of recognizing prior acquired learning (RPL).
- g. To converge and develop available training resources in the state through Public Private Partnership (PPP).
- h. To provide access to vocational education & training with inclusive growth for all the groups of the society eligible to receive skill training as defined by the society from time-to-time.
- i. To provide training of trainers (ToT), to promote innovation in training & also to render consultancy services.
- j. To award certificates, diplomas and other distinctions to trained manpower and set norms for quality and standards of vocational training system.
- k. To affiliate institutes as vocational Training Service Providers on payment of prescribe fee.
- l. To forecast the needs of skilled manpower to cater to the needs of various stakeholders in the State on regular basis.
- m. To institute and award scholarships, prizes and medals in accordance with the rules and bye-laws.

(For further details, please visit the web-page [ssdm.mp.gov.in](http://ssdm.mp.gov.in))

#### 4. Mukhyamantri Yuva Swabhimaan Yojna (MMYSY) & Mukhyamantri Kaushal Samvardhan Yojna (MMKSY)

MPSSDEGB has been acting as the nodal agency for all the Skill Development initiatives in the State of Madhya Pradesh. The Urban Administrative Department has, recently, launched the **Mukhyamantri Yuva Swabhimaan Yojna (MMYSY)**. MMYSY aims at raising the skilling quotient of the youth in the State by providing access to short term demand driven training courses in employable trades and .

MMYSY aims at providing economic independence to urban youth of age-group 21 to 30 years and maximum household annual income under Rs. 2 Lakh by providing vocational skills in the centres established within the administration area of the ULBs.

MPSSDEGB is also running the existing Mukhyamantri Kaushal Samvardhan Yojna (MMKSY) for providing skill training and placement for youth of the state.

**This RFP has been issued for both the schemes i.e. MMYSY and MMKSY.**

## 5. Architecture and Strategy for Schemes' Implementation – MMYSY & MMKSY

MMYSY aims at providing an opportunity to urban youth of both earn and learn at the same time. While MPSSDEGB will offer market linked training programmes to the urban youth, UAD will offer employment and a stipend to the trainees. The scheme targets on training urban unemployed and poor youth. The final outcome of the training will be to link trained youth with gainful employment. It is proposed that at least 70% of the successfully trained candidates will be placed in market oriented Jobs. Stipend @ Rs. 4000 per month for offering their services will be paid to the youth for 90 days by UAD directly.

The UAD will be the nodal department for implementation of the scheme. It will mobilise and register the candidates through a dedicated portal, select them for providing 100 days employment, provide 10 days of preliminary training, provide suitable employment opportunities for 90 days and disburse the stipend. The detailed circular of the scheme are available at <http://yuvaswabhimaan.mp.gov.in/downloads.aspx>

MPSSDEGB plans to engage TSPs through this RFP who would act as the Implementing Agencies for the Scheme by training, placing and tracking the candidates under the existing short-term training schemes, MMKSY and MMKY.

The TSPs will be responsible for candidate counseling / on-boarding, training, placement and post placement tracking under the overall supervision of MPSSDEGB. MPSSDEGB shall monitor the program performance as per the envisaged monitoring & evaluation framework. The entire task of Programme Monitoring and Evaluation shall be completed through an online portal based MIS (Management Information System) <http://ssdm.mp.gov.in> which has already been designed, developed and deployed by MPSSDEGB.

A total of 200000 candidates will be trained under the scheme. The lists of location of training centers (urban centres in ULBs / non-urban centres in District locations other than ULBs) and the sectors have been provided in **Annexure-1A / 1B and Annexure-2 respectively.**

## Section B – Instruction to Applicants

### 6. Introduction to RFP

MPSSDEGB invites technical proposals from the Training Service Providers for empanelment with the department for implementing MMYSY & MMKSY.

Applicants are advised to study this RFP document carefully before submitting their proposals. Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications. Failure to furnish all information required as mentioned in the documents or submission of a proposal not substantially responsive to RFP in every aspect will be at the Applicant's risk and may result in rejection of the proposal.

### 7. Compliant Process/Completeness of Response

Applicants are advised to study all instructions, forms, terms, requirements and other information in the documents carefully. Submission of the proposal should be deemed to have been done after careful study and examination of the document with full understanding of its implications. Failure to comply with the requirements of this paragraph may render the Proposal non-compliant and the Proposal may be rejected. Applicants should:

- i. Include all documentation specified in this document
- ii. Follow the format of this document and respond to each element in the order as set out in this document
- iii. Comply with all the requirements as set out within this document.

### 8. Language of the Proposal

The proposal as well as all the supporting documents relating to the proposal exchanged by the Applicant shall be written in English or Hindi language only. **Proposal received in any other language shall not be allowed / evaluated.**

### 9. Right to Terminate the Process

MPSSDEGB may terminate the Proposal Evaluation process at any point of time and without assigning any reason thereof. MPSSDEGB makes no commitments, expressed or implied that this process will result in a business transaction with anyone.

This document does not constitute an offer by MPSSDEGB. The Applicant's participation in this process may result in MPSSDEGB selecting the proposal to engage towards execution of the contract.

## 10. Conflict of Interest

MPSSDEGB requires that the empaneled Training Service Providers provide professional, objective and impartial services and at all times hold the Client's interests paramount, strictly avoid conflicts with other assignments/jobs or their own corporate interest and act without any consideration for future work. Without limitation on the generality of the foregoing, the Training Service Provider shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below:

- i. **Conflicting Assignment/Job:** A Training Service Provider selected to provide Skill Development Training for this project will not be allowed to participate in subsequent downstream works or services resulting from or directly related to this project if the Training Service Provider is found to provide any other activity to the Client under the same Scheme resulting in clash of interest.(For example – An empaneled Training Service Provider selected to provide Skill Development Training for this project shall not be awarded any work related to assessment and certification and vice versa.)
- ii. **Conflicting Relationships:** A Training Service Provider that has a business or family relationship with a member of the Client's staff who is directly or indirectly involved in any part of the project shall not be awarded the Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Client throughout the selection process and the execution of the Contract. Training Service Providers have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of their Client, or that may reasonably be perceived as having this effect. Any such disclosure shall be made as per the norms of technical proposal provided herewith. If the Training Service Provider fails to disclose said situations and if the Client comes to know about any such situation at any time, it may lead to the disqualification of the Training Service Provider during bidding process or the termination of its contract during execution of the assignment. Training Service Provider shall submit only one proposal for this project. If a Training Service Provider submits or participates in more than one proposal, such proposals shall be disqualified. Additionally, individuals who are Board Members / office bearers in multiple organisations, they should submit proposal for a particular / single Training Service Provider only.

## 11. Confidentiality

- i. From the time, the submitted proposals are opened to the time the Empanelment is announced, the Applicant should not contact MPSSDEGB on any matter related to its Proposal Evaluation. Information relating to the evaluation of Proposals and award recommendations shall not be disclosed to the Applicants who have submitted the Proposals or to any other party not officially concerned with the process, until the publication of the Empanelment announcement.
- ii. Any attempt by shortlisted Applicants or anyone on behalf of the Applicant to influence the Client improperly in the evaluation of the Proposals or Agreement award decisions may result in the rejection of its Proposal.
- iii. Notwithstanding the above provisions, from the time of the Proposals' opening to the time of empanelment notification, if an Applicant wishes to contact MPSSDEGB on any matter related to the selection process, it should do so only in writing.

## 12. Late Receipt of Technical Proposals

- i. Technical Proposals received after the due date and specified time (including the extended period, if any) for any reason whatsoever, shall not be entertained and shall be returned unopened.
- ii. The Technical Proposals shall be accepted in hard copy on or before the proposal submission deadline only in person/ registered post/ speed post or courier.
- iii. The Technical Proposals submitted by telex/telegram/fax/e-mail etc. shall not be considered. No correspondence will be entertained on this matter.
- iv. MPSSDEGB shall not be responsible for any postal delay or non-receipt/ non--delivery of the documents.
- v. MPSSDEGB reserves the right to modify and amend any of the above-stipulated condition/criteria depending upon project priorities vis-à-vis urgent commitments.

## 13. Disqualification

The proposal would be disqualified at any time during the Technical Evaluation process at the sole discretion of the MPSSDEGB, for the following reasons:

- i. Submitted the Proposal after the due date and specified time;
- ii. Made misleading or false representations or suppressed relevant information in the proposal (including documents, forms, statements, attachments, etc.) submitted as proof of the eligibility requirements or as part of their proposal;

- iii. Incomplete proposals or proposals with incomplete information may be rejected. Applicants may be asked to submit any supplementary information / document / clarification after submission of proposal to MPSSDEGB based on the evaluation of proposals by the Evaluation Committee. Any such request by MPSSDEGB, as recommended by the Evaluation Committee, for submission of additionally required information / clarification by applicant TSPs would be made in writing;
- iv. Failure to meet any of the eligibility criteria as mentioned in the document; and
- v. Blacklisted or bankrupt by the Government of India (GoI), State Government or any other Government owned agency including quasi-Government sector organization or company or any bank, for corrupt, fraudulent practices or reasons related to nonperformance in an engagement on the date of opening of proposal

#### 14. Right to Accept Any Proposal and to Reject Any or All Proposals

MPSSDEGB reserves the right to accept or reject any proposal, and to annul the evaluation process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected proposal or Applicants or any obligation to inform the affected proposal or Applicants of the grounds for MPSSDEGB action.

#### 15. Signing of Contract

After the notification of empanelment of Training Service Providers, MPSSDEGB will sign a contract with the empaneled Training Service Provider. The contract template will be shared with applicants who become eligible for empanelment after evaluation of Technical Proposals.

## Section C – Preparation of Proposals

### 16. General Considerations

- i. In preparing the Proposal, the Applicant is expected to examine this RFP in detail. Material deficiencies in providing the information requested in the RFP may result in rejection of the Proposal and will be the sole responsibility of the Applicant.
- ii. The Applicants shall bear all costs associated with the preparation and submission of its Proposal. MPSSDEGB shall not be responsible or liable for those costs, regardless of the conduct or outcome of the empanelment process. MPSSDEGB is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to the Empanelment, without thereby incurring any liability to the Applicant.
- iii. All correspondence and documents relating to the Proposal exchanged between the Applicant and MPSSDEGB shall be written in English or Hindi language only.
- iv. Correspondence by e-mail would also be considered official.

### 17. Proposal Validity

- i. The Applicant's Proposal must remain valid for at least 120 days after the Proposal submission deadline. A bid valid for a shorter period shall be rejected by MPSSDEGB as non-responsive bid.
- ii. During this period, the Applicant shall maintain its original Proposal without any change.
- iii. In exceptional circumstances, prior to the expiration of the proposal validity period, MPSSDEGB may request Applicants to extend the period of validity of their Proposals. The EMD shall also be extended for a corresponding period. An Applicant may refuse the request without forfeiting its EMD. An Applicant granting the request shall not be required or permitted to modify its Proposal. The request and the responses shall be made in writing.
- iv. Further, MPSSDEGB may ask any information / clarification / document from any or all bidders before the notification of empanelment, if so required. Any such request for submission of any information / clarification / document from any or all bidders would be made in writing through the web-portal.

### 18. Subcontracting or Franchising

- i. Training Service Providers cannot sub contract the conduct of training
- ii. Training Service Providers cannot operate the training centres via franchise agreement



- iii. In case any Training Service Provider is found violating Clause 18 (i) & (ii), the Client may consider cancelling the contract, withholding all payments and forfeiture of the PG. The Client may also blacklist the Training Service Provider who violates this condition.

### 19. Empanelment to be non-exclusive

MPSSDEGB reserves the right to empanel more Training Service Providers as and when required, for any geography / location, sectors, schemes' or for any other reason and in the manner on sole discretion of MPSSDEGB.

### 20. Earnest Money Deposit

- i. Every applicant participating in the bidding process must furnish the required Earnest Money Deposit (EMD) as specified in the “**Other Key Information**” (INR 25,000 per Location (Urban centres in Urban Local Body / Non-urban centres in District)).
- ii. The EMD should be deposited in the form of demand draft / pay order / bankers' cheque drawn in favor of “**CEO, MPSSDEGB**”, payable at **Bhopal**.
- iii. **Refund of EMD:** The EMD of unsuccessful applicants shall be refunded within 30 days of completion of agreement signing process.
- iv. **Forfeiture of EMD:** The EMD taken from the applicant shall be forfeited in the following cases:
  - a. When the applicant does not signs the contract within the stipulated period as mentioned in the "**Schedule of Activities**".
  - b. When the Applicant withdraws or modifies the proposal after opening of proposals.
  - c. When the Applicant does not deposit the Performance Guarantee in the form of Bank Guarantee before the Agreement is signed.
  - d. Rejection of proposal on account of Corrupt and Fraudulent Practices.

## Section D – Proposal Submission and Evaluation

### 21. Submission of Proposals

- i. The Proposal shall comprise all the documents as listed in **Annexure - 4A to Annexure- 4J**.
- ii. The Applicants shall bear all costs associated with the preparation and submission of its proposal, and MPSSDEGB shall not be responsible or liable for those costs, regardless of the conduct or outcome of the empanelment process. MPSSDEGB is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to the Empanelment, without thereby incurring any liability to the Applicant.
- iii. An authorized representative of the Applicant should sign the original submission letters in the required formats (**Annexure – 4A**) for the Proposal. The authorization should be in the form of a **written power of attorney (Annexure –4B), executed on a non-judicial stamp paper of Rs. 1000.00 duly notarized / registered and attached with the Proposal**. The Power of Attorney should be duly signed and sealed by the Principal and the Attorney in presence of two witnesses. This document should be in accordance to the bye-laws / MoA / Trust Deed / any such other document of the Applicant.
- iv. All pages of the proposal and where corrections or amendments have been made should be signed by the authorized signatory except where the attestation by Chartered Accountant is required. In case of detection of any forgery, the proposal may summarily be rejected, and MPSSDEGB, on its sole discretion, may also resort to a legal action against the Applicant(s).
- v. Any modifications, revisions, interlineations, erasures, or overwriting shall be valid only if they are signed or initials done by the person signing the Proposal.
- vi. All proposals should be bound properly with no loose/stapled or tagged sheets. Proposals that are not submitted either spiral or hard bound or include loose /stapled or tagged sheets shall not be considered for evaluation.
- vii. All proposals should have page numbers and all pages have to be signed by the authorized signatory
- viii. The Proposal shall be placed inside a sealed envelope clearly marked “**Request for Technical Proposal for Empanelment of Private Training Service Provider for Implementing Mukhyamantri Yuva Swabhimaan Yojna (MMYSY) and Mukhyamantri Kaushal Samvardhan Yojna (MMKSY)**”
- ix. The **Tender Fee/Bid Fee** and **EMD** need to be placed inside a sealed envelope and marked as “**Tender Fee/Bid Fee and BG of EMD**” and should be placed in the

**main envelope** alongside the sealed envelope of Technical Proposal clearly marked as “Technical Proposal”. Technical Proposals received without the Tender Fee/Bid Fee and EMD will not be considered for evaluation. The main envelope shall highlight the consignor and consignee’s name, address and contact details in CAPITAL letters. The main envelope should clearly mention “**PLEASE DO NOT OPEN – THIS IS A BID**”.

- x. A soft copy of the details of candidates trained and placed shall be submitted in the specified format as per Annexure –4G & 4H respectively in an editable MS Excel Format in a CD / DVD / Pen Drive which shall be enclosed in the sealed envelope along with the ORIGINAL proposal.
- xi. If the envelopes and packages with the Proposal are not sealed and marked as required, MPSSDEGB will assume no responsibility for the misplacement, loss, or premature opening of the Proposal.
- xii. The Proposal must be sent to the address indicated in the Notice Inviting Technical Proposal section and received by MPSSDEGB no later than the deadline indicated in the Notice Inviting Technical Proposal section, or any extension to this deadline. Any Proposal or its modification received by MPSSDEGB after the deadline shall be declared late and rejected, and returned unopened.

## 22. Proposal Evaluation

- i. The Project Appraisal / Evaluation Committee constituted by CEO, MPSSDEGB shall evaluate the responses to the Proposals and all supporting documents/documentary evidence.
- ii. The decision of the Committee in the evaluation of responses to the proposal shall be final.
- iii. The Committee reserves the right to reject any or all proposals on the basis of any deviations.
- iv. The Committee, under approval by the CEO – MPSSDEGB, may ask for clarifications and / or additional information from any or all applicants, if required.
- v. Each of the responses would be evaluated as per the criteria and requirements specified in this document.

## 23. Eligible Organizations

The organisations can apply for training targets under following six categories: -

- i. Private training organisations engaged in Skill Training
- ii. Private ITIs/Polytechnics/Engineering colleges or any education institution offering vocational education in Madhya Pradesh

- iii. New entrants who wish to establish a skill training business
- iv. Not-for-Profit Charitable Foundations conducting CSR activities
- v. Captive Employers
- vi. Special Category – Organisations working for Persons with Disabilities or in geriatric healthcare sector

The eligibility of the institutions will be determined on following five parameters: -

- Legal Status of the firm
- Financial Strength
- Technical Capability
- Placement record
- Operational capability (for Category 1 only)

#### **Legal Status Eligibility –**

**Category 1:** A company/partnership/society/trust/proprietorship firm with a minimum of two years of existence as on 01.05.2019 (i.e. organizations registered on or before 01.05.2017 are eligible to apply) in skill training business. Organizations must not be black-listed from any government/semi-government/other entities or declared bankrupt. **Consortiums are not allowed.**

***Certificate of Incorporation under relevant Act, PAN Card, TAN No.(if applicable) and Self declaration regarding non-blacklisting (as per Annexure-4J) need to be submitted.***

OR

**Category 2:** Any Private ITI / Polytechnic College / Engineering College or any institution, running technical or vocational education programmes in Madhya Pradesh which are affiliated by any of the following bodies listed below with a minimum of two years of existence as on 01.05.2019 (i.e. organizations registered on or before 01.05.2017 and are eligible to apply) and having a training institution in the locations identified in the Annexure-1 of the document:-

- The National Council for Vocational Education & Training (NCVET)
- State Council for Vocational Training (SCVT)
- All India Council for Technical Education (AICTE)
- Indian Nursing Council
- ICWAI/ICAI
- Medical Council of India (MCI)

- Any accreditation body of Central or Madhya Pradesh Government related to Technical and Vocational Education Training.

Organizations must not be black-listed from any government/semi-government/other entities or bankrupt. **Consortiums are not allowed under the schemes. Proposals can be submitted for only those locations where the organizations have available training facilities.**

***Certificate of Incorporation under relevant Act, PAN Card, TAN No. (if applicable), Affiliation from NCVT / SCVT / AICTE)/ Indian Nursing Council/ ICWAI/ICAI/Medical Council of India (MCI) / or any accreditation body of Central or Madhya Pradesh Government related to Technical and Vocational Education Training (as applicable), affidavit for availability of training facilities in the identified locations and Self declaration regarding non-blacklisting (as per Annexure-4J) need to be submitted.***

OR

**Category 3:** To encourage new entrants in skill training, a company / partnership / society / trust with a minimum of one year of existence as on 01.05.2019 (i.e. organizations registered on or before 01.05.2018 are eligible to apply) will also be eligible to apply as training partners. This category is open for organisations that are not eligible in category 1 or category 2.

***Certificate of Incorporation under relevant Act, PAN Card, TAN No. (if applicable) and Self declaration regarding non-blacklisting (as per Annexure-4J) need to be submitted. Entities registered as start-ups will be given preference.***

OR

**Category 4: Not-for-profit organisation conducting CSR activities** – A not-for-profit organisation such as Section 8 Company/ Society / Trust with a minimum of two years of existence as on 01.05.2019 (i.e. organizations registered on or before 01.05.2017 are eligible to apply). Organizations must not be black-listed from any government/semi-government/other entities or declared bankrupt. **Consortiums are not allowed.**

***Certificate of Incorporation under relevant Act, PAN Card, TAN No. (if applicable) and Self declaration regarding non-blacklisting (as per Annexure-4J) need to be submitted.***

**OR**

***Category 5: Captive Employer*** – A company / society / trust with a minimum of two years of existence as on 01.05.2019 (i.e. organizations registered on or before 01.05.2017 are eligible to apply). Organizations must not be black-listed from any government/semi-government/other entities or declared bankrupt. **Consortiums are not allowed.**

***Certificate of Incorporation under relevant Act, PAN Card, TAN No. (if applicable) and Self declaration regarding non-blacklisting (as per Annexure-4J) need to be submitted.***

**OR**

**Category 6: Special Category – Organisations working for Persons with Disabilities or in geriatric healthcare sector:** A company / partnership / society / trust / firm with a minimum of two years of existence as on 01.05.2019 (i.e. organizations registered on or before 01.05.2017 are eligible to apply). Organizations must not be black-listed from any government / semi-government / other entities or declared bankrupt. **Consortiums are not allowed.**

***Certificate of Incorporation under relevant Act, PAN Card, TAN No. (if applicable) and Self declaration regarding non-blacklisting (as per Annexure-4J) need to be submitted.***

### **Financial Capability Eligibility**

***Category 1:*** Any Organization (Company/Society/Trust/Firm etc.)

- Should have an average annual turnover of INR 100 Lakhs from conducting training programs during any two financial years out of FY 2016-17, FY 2017-18 and 2018-19.

***Audited P&L/Income statements for any two financial years out of FY2016-17, FY 2017-18 and 2018-19 and CA Certificate as per Annexure – 4I indicating turnover from skilling needs to be submitted.***

- Should have a net worth of at least INR 25 Lakh as on 31.03.2018 or 31.03.2019.

***CA Certificate as per Annexure – 4I indicating net-worth to be submitted***

***Category 2:*** Private Institutions / Technical Institutions

- Turnover and Net-worth would not be considered for eligibility.

**Category 3: New Entrants**

- Should have an annual turnover of INR 25 Lakhs during the last financial year (FY 2018-19).

***Audited P&L/Income statements FY 2018-19 and CA Certificate as per Annexure – 4I indicating turnover need to be submitted.***

- Should have a positive net worth as on 31.03.2019.

***CA Certificate as per Annexure – 4I indicating net-worth to be submitted***

***Category 4: Not-for-profit charitable foundation conducting CSR activities –***

- Should have an average annual expenditure of INR 200 Lakhs from conducting CSR activities (from own funds or from the funds received from other sources under CSR) during any two financial years out of FY 2016-17, FY 2017-18 and 2018-19.

***Audited P&L/Income expenditure statements during the any two financial years out of FY2016-17, FY 2017-18 and 2018-19 and CA Certificate as per Annexure – 4I indicating expenditure under CSR needs to be submitted.***

- Should have a net worth of at least 50 Lakh as on 31.03.2018 or 31.03.2019.

***CA Certificate as per Annexure – 4I indicating net-worth to be submitted***

***Category 5: Captive Employer –***

- Should have an average annual turnover of INR 100 Crores during the any two financial years out of FY 2016-17, FY 2017-18 and 2018-19.

***Audited P&L/Income expenditure statements for FY2016-17, FY 2017-18 and 2018-19 and CA Certificate as per Annexure – 4I indicating turnover needs to be submitted.***

- Should have a net worth of at least INR 10 Crores as on 31.03.2018 or 31.03.2019.

***CA Certificate as per Annexure – 4I indicating net-worth to be submitted***

**Category 6: Special Category – Organisations working for Persons with Disabilities or in geriatric healthcare sector:** will not be accessed on financial capability

## **Technical Capability**

Category 1: Any Organization (Company/Society/Trust/Firm etc.)

- Should have successfully trained at-least 1,000 candidates during any one financial year out of FY 2016-17, FY 2017-18 and FY 2018-19 as per clause mentioned below.

“Successfully Trained” is defined as candidates undergone training in vocational training of duration more than 120 hours. Additionally, the candidates will have to satisfy the following conditions to be considered as *successfully trained*.

- Trainees should have undergone training on job roles notified by the Sector Skill Councils.

***Completion Certificate from the sponsoring agency with the MoU / Agreement / any other document mentioning the no. of trainees trained for completed projects. It will not include any training that is done as part of Recognition of Prior Learning (RPL). Documentary evidence of number of candidates trained needs to be provided as per Annexure 4G.***

Category 2: Private Institutions / Technical Institutions

- Should have trained at-least 100 candidates during any one financial year out of FY 2016-17, FY 2017-18 and FY 2018-19 as per clause mentioned below.

“Trained” means completion of the technical training / academic courses in affiliations mentioned below for more than 120 hours:

- Courses or job roles notified by NCVT / SCVT / Sector Skill Councils or technical / vocational / engineering / management courses approved by AICTE / Indian Nursing Council / ICWAI/ICAI/Medical Council of India (MCI) / or Any accreditation body of Central or Madhya Pradesh Government related to Technical and Vocational Education Training or any training programmes sponsored by any state or central government department/ministry/CSR initiatives by any Public Sector Undertaking.

***Completion Certificate from the sponsoring agency with the MoU / Agreement / any other document mentioning the no. of trainees trained / to be trained for completed / ongoing projects. It will not include any training that is done as part of Recognition of Prior Learning (RPL). Documentary evidence of number of candidates trained needs to be provided as per Annexure 4G.***

**Category 3:** New organisations should be in business for the past one year and will not be assessed on technical capability.



**Category 4:** Not-for-profit charitable foundation conducting CSR activities – will not be assessed under technical capability

**Category 5:** Captive Employer –

- Should have at-least 1000 employees during any financial year out of FY 2016-17, FY 2017-18 and FY 2018-19 on its payroll.

***Certificate from the Chartered Accountant mentioning the no. of employees on its payroll in any financial year out of FY 2016-17, FY 2017-18 and FY 2018-19***

**Category 6: Special Category – Organisations working for Persons with Disabilities or in geriatric healthcare sector:** will not be assessed under technical capability

#### **Placement track record criteria**

**Category 1:** Any Organization (Company/Society/Trust/Firm etc.)

- Should have placed at-least 350 candidates in employment during any financial year out of FY 2016-17, FY 2017-18 and FY 2018-19

***“Placed” means wage employment for minimum three months post completion of training.***

***Certificate from Sponsoring Agency mentioning the no. of trainees placed for completed projects during any financial year out of FY 2016-17, FY 2017-18 and FY 2018-19. Documentary evidence of number of candidates placed needs to be provided as per Annexure 4H.***

**Category 2:** *Private Institutions and Technical Institutions*

- Should have placed at-least 50 candidates in employment during any financial year out of FY 2016-17, FY 2017-18 and FY 2018-19

***“Placed” means wage employment for minimum three months post completion of training.***

***Certificate from Sponsoring Agency mentioning the no. of trainees placed during any financial year out of FY 2016-17, FY 2017-18 and FY 2018-19. Documentary evidence of number of candidates placed needs to be provided as per Annexure 4H.***

**Category 3:** New organizations should be in business for the past two years and will not be assessed on placement capability.

**Category 4:** *Not-for-profit charitable foundation conducting CSR activities* – will not be assessed on placement capability

**Category 5:** Captive Employer –will not be assessed on placement capability

**Category 6: Special Category – Organisations working for Persons with Disabilities or in geriatric healthcare sector:** will not be assessed on placement capability

### **Operational Capability**

**Category 1:** Any Organization (Company/Society/Trust/Firm etc.)

- Should have centres in at least 5 districts (within India) during any two financial years out of FY 2016-17, FY 2017-18 and FY 2018-19.
- ***Certificate from the sponsoring agency / agencies mentioning the addresses of the Training Centres operated by the Training Service Provider clearly mentioning the name of state, district and training centre***

Applicants under Category 2, 3, 4, 5 and 6 will not be accessed under Operational Capability.

## **24. Criteria for Technical Evaluation**

A Project Appraisal Committee constituted by CEO, MPSSDEGB will carry out evaluation of the Technical Proposals received by it in order to determine whether they are substantially responsive to the requirements set-forth in the Proposal. In order to reach to such a determination, the committee will examine the information furnished by the Applicants, and shall evaluate the same as per the evaluation criteria specified in this proposal.

The technical evaluation shall involve document based evaluation of the Technical Proposal. Final score will be assigned to the Applicants after assessing Technical Proposal document.

**Marking criteria for document based technical evaluation will include the following parameters for category 1:**

<b>Marking Dimensions</b>	<b>Means of Verification / Documentary Proof</b>	<b>Marking Pattern</b>	<b>Max Marks</b>
<b>Training Capability</b>			<b>35</b>
<b>No. of trainees trained in one financial year out of FY 2016-17, FY 2017-18 and FY 2018-19</b>	Certificate of Completion from sponsoring agency	<ul style="list-style-type: none"> <li>Upto 1000 trainees – 0 marks</li> <li>For every 100 trainees trained, above 1000 trainees, two marks will be given subject to maximum 35 marks.</li> <li>No marks will be given for less than 100 trainees trained.</li> </ul>	35
<b>Placement Capability</b>			<b>35</b>
<b>No. of trainees placed in one financial year out of FY 2016-17, FY 2017-18 and FY 2018-19</b>	Certificate of completion from sponsoring agency	<ul style="list-style-type: none"> <li>Upto 350 trainees – 0 marks</li> <li>For every 50 trainees placed, above 350 trainees, two marks will be given subject to maximum 35 marks.</li> <li>No marks will be given for less than 50 trainees placed.</li> </ul>	35
<b>Operational Capabilities</b>			<b>30</b>
<b>Presence in Madhya Pradesh under MMKSY (number of Training Centres with 4-5-star rating )</b>	Certificate from sponsoring agency (MPSSDEGB) mentioning the addresses of the Training Centres operated by the Training Service Provider clearly mentioning the name of district and training centre with 4-5-star rating	For every training centre with 4-5-star rating two mark will be given subject to maximum of 20 marks	20
<b>Presence in Madhya Pradesh under PMKVY (number of Training Centres with 4-5-star rating)</b>	Certificate from sponsoring agency (NSDC) mentioning the addresses of the Training Centres operated by the Training Service Provider clearly mentioning the name of district and training centre with 4-5-star rating	For every training centre with 4-5-star rating two mark will be given subject to maximum of 20 marks	
<b>Qualified Faculty/Trainers (Certified by SSC)</b>	CV of trainers as per Annexure – 4F, certificate of Training of Trainers by SSC generated through TAKSHASHILA portal of NSDC, offer letter by applicant along with acceptance by trainer, salary slip and bank statement of salary credited	For every trainer certified 1 mark will be given subject to maximum of 10 marks	10
<b>TOTAL</b>			<b>100</b>

**Marking criteria for document based technical evaluation will include the following parameters for category 2:**

<b>Marking Dimensions</b>	<b>Means of Verification / Documentary Proof</b>	<b>Marking Pattern</b>	<b>Max Marks</b>
<b>Training Capability</b>			<b>35</b>
<b>No. of trainees trained in one financial year out of FY 2016-17, FY 2017-18 and FY 2018-19</b>	Certificate of Completion from sponsoring agency	<ul style="list-style-type: none"> <li>Upto 100 trainees – 0 marks</li> <li>For every 100 trainees placed, above 100 trainees, four marks will be given subject to maximum 35 marks.</li> </ul>	35
<b>Placement Capability</b>			<b>35</b>
<b>No. of trainees placed in one financial year out of FY 2016-17, FY 2017-18 and FY 2018-19</b>	Certificate of completion from sponsoring agency	<ul style="list-style-type: none"> <li>Upto 50 trainees – 0 marks</li> <li>For every 50 trainees placed, above 50 trainees, four marks will be given subject to maximum 35 marks.</li> </ul>	35
<b>Operational Capabilities</b>			<b>30</b>
<b>Presence in Madhya Pradesh under MMKSY (number of Training Centres) with 4-5-star rating</b>	Certificate from sponsoring agency (MPSSDEGB) mentioning the addresses of the Training Centres operated by the Training Service Provider clearly mentioning the name of district and training centre with 4-5-star rating	For every training centre with 4-5-star rating four mark will be given subject to maximum of 20 marks	20
<b>Presence in Madhya Pradesh under PMKVY (number of Training Centres) with 4-5-star rating</b>	Certificate from sponsoring agency (NSDC) mentioning the addresses of the Training Centres operated by the Training Service Provider clearly mentioning the name of district and training centre with 4-5-star rating	For every training centre with 4-5-star rating four mark will be given subject to maximum of 20 marks	
<b>Qualified Faculty / Trainers (Certified by SSC)</b>	CV of trainers as per Annexure – 4F, certificate of Training of Trainers by SSC generated through TAKSHASHILA portal of NSDC, offer letter by applicant along with acceptance by trainer, salary slip and bank statement of salary credited	For every trainer certified one mark will be given subject to maximum of 10 marks	10
<b>TOTAL</b>			<b>100</b>

Marking criteria for category 3 – New entrants in skill business the following criteria will be followed.

Marking Dimensions	Means of Verification / Documentary Proof	Marking Pattern	Max Marks
<b>Financial Capability</b>			<b>50</b>
<b>Average Annual Turnover in financial year 2018-19</b>	CA certificate	i. Upto INR 25 lakhs – 0 ii. INR 25-30 lakhs– 10 Marks iii. INR 30 – 35 lakhs – 20 marks iv. Above INR 35 lakhs – 30 marks	30
<b>Paid up Capital / Patronage Fund</b>	CA certificate	i. Upto INR 5 lakhs – 0 ii. INR 5 – 10 lakhs– 10 Marks iii. Above INR 10 lakhs – 20 marks	20
<b>Employee Strength and Proposed Training Centres</b>			<b>30</b>
<b>Employee Strength</b>	CA Certificate	i. Upto 5 full time employees – 0 ii. 5- 10full time employees – 10 marks iii. More than 10 employees – 20 Marks	20
<b>Location of Training Centre</b>	Self certificate (on non-judicial stamp paper of Rs 100/-) mentioning Proposed location of training centre in un-serviced ULBs mentioned in Annexure-1A	For every centre two marks will be awarded subject to maximum 10 marks	10
<b>Start-ups</b>			<b>20</b>
<b>Registered as a Start-up</b>	Start-up registration certificate form DIPP	i. No certificate – 0 Marks ii. Start-up Certificate – 20 Marks	20
<b>TOTAL</b>			<b>100</b>

The Project Appraisal Committee of the MPSSDEGB shall evaluate all eligible proposals, based on the criteria of this RFP.

The applicants applying under Categories 4, 5 and 6 would not be ranked. The decision of empanelment of TSPs / organisations under these categories would be taken, on case-to-case basis, by the Empowered Committee.

## Section E – Training Partner Empanelment

### 25. Target Distribution

The total expected target of training 200000 youth will be divided in the following proportion between the three categories:

<b>Category of Training Providers</b>	<b>% of total allocated target</b>	<b>Maximum possible allocation of target</b>
Category 1	70%	140000
Category 2	15%	30000
Category 3	15%	30000
Category 4	(to be defined by EC on case-to case basis)	
Category 5	(to be defined by EC on case-to case basis)	
Category 6	(to be defined by EC on case-to case basis)	

Allocation of final targets to a successful Training Provider in each category will be guided by the following criteria.

<b>Category of the Training Provider</b>	<b>Guidance for the contract value</b>
Category 1	A maximum of 6000 trainees
Category 2	A maximum of 1000 trainees
Category 3	A maximum of 1000 trainees
Category 4	(to be defined by EC on case-to case basis)
Category 5	(to be defined by EC on case-to case basis)
Category 6	(to be defined by EC on case-to case basis)

### 26. Selection of Locations (ULBs / Districts)

The list of all identified Locations (ULBs / Districts) where the training activities would be undertaken is listed in Annexure -1A & 1B respectively. The Training Service Provider only needs to provide the list of locations in which the TSP is willing to work. It will be considered that the locations mentioned by the TSP are an expression of interest by the TSP to work in

that location. There is no minimum or maximum restriction on the no. of locations (both Urban and Non-Urban Centres) that a Training Service Provider can choose.

The applicants would be ranked in accordance with the technical score obtained by them as per technical evaluation scoring criteria mentioned in **Section D above**. A consolidated ranking of all short-listed TSPs would be prepared based on the final score obtained by the TSP. It would be displayed at public domain (on our designated portal). The MPSSDEGB would then invite TSPs, based on the consolidated ranking sheet, in order of their ranking for the purpose of allocation of targets. If the consolidated ranking of two or more TSPs is equal, then the number of trainees trained in last two years would be considered as the criterion for inviting the TSPs i.e. TSP with highest number of trainees trained would be invited first and so on. **The targets would be allocated based on availability of targets in the locations.**

In the course of target allocation, if the targets are exhausted / not available of the preferred locations by the TSPs; then MPSSDEGB would allocate targets based on the existing needs of the other ULBs / Districts based on mutual consultation with the TSP. If the TSP is not willing to accept the targets in other ULBs / districts, then MPSSDEGB would invite the next ranked TSP and so on.

The major conditions for allotment of targets to TSPs would be –

1. The Applicants applying under Category 4, 5 and 6 would not be ranked. There would be separate lists of empanelment for each of the rest three (1 to 3) categories. The Applicants will be evaluated only in the category selected by them. The decision of empanelment of TSPs under Category 4, 5 and 6 would be done on case-to-case basis by the Empowered Committee.
2. The maximum target allocated to a TSP would be as per Table above for the financial year FY 2019-20.
3. The MPSSDEGB would review the progress made by TSP from time to time and may increase / decrease the allocated target based on performance made by TSPs and prevalent needs of MPSSDEGB. The target for subsequent years would be allocated by MPSSDEGB based on performance made by TSPs and prevalent needs of MPSSDEGB.
4. The maximum and minimum target allocated to a TSP per location would be 300 and 120.
5. The target allocated to training providers who are empaneled under Category – 2 would be for their proposed training centres which are established in the selected locations (Urban Local Bodies / Districts) only.

6. During target allocation, MPSSDEGB will allocate the unserved ULBs first. The list of these locations (ULBs) is annexed at Annexure-1A.

7. CEO, MPSSDEGB reserves the right to modify aforementioned conditions for target allotment based on prevailing conditions.

The above represents the broad approach and guidelines for allocation of locations (ULBs / districts) and targets; CEO, MPSSDEGB reserves the right to make any amendment in the allocation process which it may deem fit.

## 27. Training Target

The overall training target for a TSP should not exceed as mentioned in Clause 25 above for the financial year 2019-20. The MPSSDEGB would review the progress made by TSP from time to time and may increase / decrease the allocated target based on performance made by TSPs and prevalent needs of MPSSDEGB. The target for subsequent years would be allocated by CEO, MPSSDEGB based on performance made by TSPs and prevalent needs of MPSSDEGB.

The training targets would be allocated to TSPs based on their preferences. The preferences would be provided to TSPs as per the ranking as described in Section 26 above. MPSSDEGB reserves the right to either approve or revise the training target proposed by the TSP. In case, a TSP is not able to complete the allotted training target in stipulated time period (as mutually agreed between MPSSDEGB & TSP), MPSSDEGB may transfer the allocated target to any other TSP.

## 28. Training Cost

Training cost shall be paid on a per hour basis as per the Training Cost guidelines issued by MoSDE based on the recommendations of the Common Cost Norms committee. The training cost will be applicable on the Qualification Packs based on the category in which the course falls. Category wise training cost will be as follows:

<b>Category of QP</b>	<b>Per hour Rate (INR) (for FY 2018-19)</b>	<b>Per hour Rate (INR) (for FY 2019-20)</b>
<b>Category I</b>	42.40	46.70
<b>Category II</b>	36.30	40.00
<b>Category III</b>	30.30	33.40



The rates for FY 2019-20 will be applicable. The rates decided by the Common Cost Norms Committee of Government of India would be final. The Circular / guidelines / instructions issued by this Committee regarding norms for training cost would be followed in true word and spirit. All applicable taxes would be borne by the Training Service Providers (TSPs).

### 29. Payment Terms

Training cost payments would be paid in three installments as per the Common Norms Notification issued by MoSDE, GoI. The details of financial procedures and payment terms are mentioned in the SOP document and link is appended below-

<http://ssdm.mp.gov.in/Uploaded%20Document/Circular/23012019123035Finance%20Module.pdf>

### 30. Signing of Agreement

After the notification of selection to successful applicants, the Training Service Provider is required to submit the Performance Guarantee (PG) and to sign the agreement within stipulated time as mentioned in the Schedule of Activities. MPSSDEGB will then issue the letter of empanelment and publish the names of empaneled TSPs on its website.

The empaneled TSPs are expected to commence the work within 15 days. This would include:

- Mobilization of manpower for candidate registration and setting up a training centre
- Submission of work plan for the locations for which the TSP is empaneled.

### 31. Performance Guarantee

After the notification of selected TSPs is issued, the TSP has to submit the PG (5% of the total sanctioned cost), failing which the agreement with MPSSDEGB will not be signed and the empanelment of the TSP will stand cancelled. The PG shall be submitted in the form of a BG and should be valid for a period of minimum 24 months.

**Return of PG:** The PG shall be returned after 6 months from the date of completion of project after adjustment for any deductions.

**Forfeiture of PG:** PG shall be forfeited in the following cases unless decided otherwise by MPSSDEGB:

- a. When any terms and conditions of the Agreement are breached.
- b. When the TSP fails to provide the services as specified in the RFP & sanction order within the timeframe provided

- c. If the TSP is found to be indulged in any fraudulent or corrupt practices in the implementation or proposal submission stage, the PG or EMD (as applicable) will be forfeited.

No interest will be paid by MPSSDEGB on the EMD or PG amount. Notice will be given to the TSP before forfeiting the PG. Forfeiture of PG shall be without prejudice to any other right of MPSSDEGB to claim any damages as admissible under the law as well as to take such action against the TSP such as severing future business relation or black listing, etc.

The penalty levied on Training Service Providers will be as per the following norms:

- a. If the Training Service Provider fails to open even one centre in the allotted locations within 6 months of the signing of agreement, the entire PG amount will be forfeited.
- b. If a Training Service Provider is not able to complete the targets in terms of candidates trained and placed, following matrix would be used by MPSSDEGB for considering percentage of amount of forfeiture of PG submitted by TSP

The matrix below shows the different penalty rates for a Training Service Provider:

		<b>Placements (percentage of trained candidates)</b>				
		<b>Less than 20%</b>	<b>20% - 40%</b>	<b>40% - 55%</b>	<b>55%- 70%</b>	<b>More than 70%</b>
<b>Training Target Achievement</b>	<b>Less than 20%</b>	100%	80%	60%	50%	40%
	<b>20%-40%</b>	70%	60%	50%	40%	30%
	<b>40% - 60%</b>	60%	50%	40%	30%	20%
	<b>60%-80%</b>	50%	40%	30%	20%	10%
	<b>More than 80%</b>	40%	30%	20%	10%	Nil

### 32. Standard Operating Procedures

The TSP will need to follow the Guidelines and the Standard Operating Procedures (SOP) issued by MPSSDEGB from time to time for conduct any of the activities. The changes made to the guidelines will be done as addendum and will be binding on all the applicants for any/all future activities with respect to the program. The prevailing SOPs are available at <http://ssdm.mp.gov.in/viewdocuments.aspx?doc=2&page=circulars/notices&number=tCviB3KCZDOqPd/+mRSkEQ==>

## Section F – Scope of Work

The scope of work to be undertaken by the empaneled Training Service Provider will be as follows:

### 33. Mobilization, counseling and registration of eligible candidates

- a. Awareness creation in the location (ULBs & districts) in which the TSP has been empaneled
- b. Counseling for the job seekers
- c. Registration of interested candidates for the courses being run by the TSP

### 34. Course and curriculum design

- a. The TSP shall follow QP/NOS based courses.
- b. TSP needs to mention the sector in which it intends to provide training in the Technical Proposal.
- c. TSP would inform MPSSDEGB the QP/NOS selected by them, post empanelment.
- d. Training Service Provider will have to prepare the course content as per the QP/NOS norms prescribed by the concerned Sector Skill Council (SSC) and the same will have to be validated by MPSSDEGB before initiation of the training programmes or at the time of Centre Affiliation.
- e. In case QP/NOS for a trade are not available, then the Empowered Committee of State Government may decide on commencement of such training programmes. The norms of the training would be decided by this committee on case-to-case basis.

### 35. Training

- a. Setting up of Training Centre by the Training Service Provider
- b. Getting the training centre affiliated by MPSSDEGB
- c. Installation of biometric devices and CCTV cameras (as per the specifications specified by MPSSDEGB) at the training centre has to be ensured prior to the commencement of the training
- d. The TSPs will have to assign trainers to the batches
- e. The trainers for QP/NOS batches will have to be certified by respective SSCs
- f. Conducting training of the registered candidates
- g. Ensuring involvement of local and sectoral industries for
  - Conducting training programmes as per industry needs
  - Quality assessment of training programmes
  - On-the-Job training
  - Placement of trained candidates

### 36. Placement of candidates

A minimum placement of 70% (minimum 50% wage and maximum 20% self-employment) would be mandatory for Training Service Providers. Failing to achieve minimum placement requirement may lead to monetary penalty or de-registration of Training Service Provider. The TSP will make sure of the following:

- a. Placing the trained candidates in industries through placement tie-ups
- b. Bank linkages for candidates who opt for self-employment

### 37. Post placement tracking

- a. The TSP will have to maintain a tracking system of all candidates placed and report the status on a monthly basis. MPSSDEGB retains the right to validate the reports from the employer/trainees.
- b. Post placement tracking of the candidates who are placed in the industries

Annexure – 1A: List of all ULBs and Unserviced ULBs

<b>S.No.</b>	<b>District</b>	<b>ULB's Name</b>	<b>Type</b>	<b>Unserviced ULB (Yes/No)</b>
1	Agar	Agar	Nagar Palika	No
2	Agar	Badagaon	Nagar Parishad	Yes
3	Agar	Badod	Nagar Parishad	Yes
4	Agar	Kanad	Nagar Parishad	Yes
5	Agar	Nalkheda	Nagar Parishad	Yes
6	Agar	Soyatkalan	Nagar Parishad	Yes
7	Agar	Susner	Nagar Parishad	Yes
8	Alirajpur	Alirajpur	Nagar Palika	No
9	Alirajpur	Bhavra	Nagar Parishad	Yes
10	Alirajpur	Jobat	Nagar Parishad	Yes
11	Anuppur	Amarkantak	Nagar Parishad	Yes
12	Anuppur	Anuppur	Nagar Palika	No
13	Anuppur	Bijuri	Nagar Palika	Yes
14	Anuppur	Jaithari	Nagar Parishad	No
15	Anuppur	Kotma	Nagar Palika	No
16	Anuppur	Pasan	Nagar Palika	Yes
17	Ashoknagar	Ashoknagar	Nagar Palika	No
18	Ashoknagar	Chanderi	Nagar Palika	Yes
19	Ashoknagar	Isagarh	Nagar Parishad	No
20	Ashoknagar	Mungaoli	Nagar Parishad	No
21	Ashoknagar	Shadora	Nagar Parishad	Yes
22	Balaghat	Baihar	Nagar Parishad	No
23	Balaghat	Balaghat	Nagar Palika	No
24	Balaghat	Katangi	Nagar Parishad	Yes
25	Balaghat	Lanji	Nagar Parishad	Yes
26	Balaghat	Malajkhand	Nagar Palika	Yes
27	Balaghat	Waraseoni	Nagar Palika	No
28	Barwani	Anjad	Nagar Parishad	Yes
29	Barwani	Barwani	Nagar Palika	No
30	Barwani	Khetia	Nagar Parishad	Yes
31	Barwani	Palsud	Nagar Parishad	Yes
32	Barwani	Pansemal	Nagar Parishad	Yes
33	Barwani	Rajpur	Nagar Parishad	Yes
34	Barwani	Sendhwa	Nagar Palika	No
35	Betul	Amla	Nagar Palika	No
36	Betul	Athner	Nagar Parishad	Yes
37	Betul	Betul	Nagar Palika	No
38	Betul	Betul-Bazar	Nagar Parishad	No
39	Betul	Bhainsdehi	Nagar Parishad	Yes
40	Betul	Chicholi	Nagar Parishad	No
41	Betul	Multai	Nagar Palika	No
42	Betul	Sarni	Nagar Palika	Yes

<b>S.No.</b>	<b>District</b>	<b>ULB's Name</b>	<b>Type</b>	<b>Unserviced ULB (Yes/No)</b>
43	Bhind	Akoda	Nagar Parishad	Yes
44	Bhind	Alampur	Nagar Parishad	Yes
45	Bhind	Bhind	Nagar Palika	Yes
46	Bhind	Daboh	Nagar Parishad	Yes
47	Bhind	Gohad	Nagar Palika	Yes
48	Bhind	Gormi	Nagar Parishad	Yes
49	Bhind	Lahar	Nagar Parishad	Yes
50	Bhind	Mau	Nagar Parishad	Yes
51	Bhind	Mehgaon	Nagar Parishad	Yes
52	Bhind	Mihona	Nagar Parishad	Yes
53	Bhind	Phuphkalan	Nagar Parishad	Yes
54	Bhopal	Bhopal	Nagar Nigam	No
55	Bhopal	Berasia	Nagar Palika	No
56	Burhanpur	Burhanpur	Nagar Nigam	No
57	Burhanpur	Neapanagar	Nagar Palika	Yes
58	Burhanpur	Shahpur	Nagar Parishad	Yes
59	Chhatarpur	Bada Malhera	Nagar Parishad	Yes
60	Chhatarpur	Barigarh	Nagar Parishad	Yes
61	Chhatarpur	Bijawar	Nagar Parishad	Yes
62	Chhatarpur	Buxwaha	Nagar Parishad	Yes
63	Chhatarpur	Chandla	Nagar Parishad	No
64	Chhatarpur	Chhatarpur	Nagar Palika	No
65	Chhatarpur	Garhi – Malhera	Nagar Parishad	Yes
66	Chhatarpur	Ghuwara	Nagar Parishad	Yes
67	Chhatarpur	Harpalpur	Nagar Parishad	Yes
68	Chhatarpur	Khajuraho	Nagar Parishad	Yes
69	Chhatarpur	Laundi	Nagar Parishad	Yes
70	Chhatarpur	Maharajpur	Nagar Palika	Yes
71	Chhatarpur	Nowgong	Nagar Palika	No
72	Chhatarpur	Rajnagar	Nagar Parishad	Yes
73	Chhatarpur	Satai	Nagar Parishad	Yes
74	Chhindwara	Amarwara	Nagar Palika	No
75	Chhindwara	Badkuhi	Nagar Parishad	Yes
76	Chhindwara	Bichua	Nagar Parishad	Yes
77	Chhindwara	Chand	Nagar Parishad	Yes
78	Chhindwara	Chandameta- Butaria	Nagar Parishad	Yes
79	Chhindwara	Chaurai Khas	Nagar Palika	Yes
80	Chhindwara	Chhindwara	Nagar Nigam	No
81	Chhindwara	Damua	Nagar Palika	Yes
82	Chhindwara	Dongar Parasia	Nagar Palika	No
83	Chhindwara	Harra	Nagar Parishad	Yes
84	Chhindwara	Jamai	Nagar Palika	No
85	Chhindwara	Lodhikheda	Nagar Parishad	Yes
86	Chhindwara	Mohgaon	Nagar Parishad	Yes
87	Chhindwara	NeutonChikhli Kalan	Nagar Parishad	Yes

<b>S.No.</b>	<b>District</b>	<b>ULB's Name</b>	<b>Type</b>	<b>Unserviced ULB (Yes/No)</b>
88	Chhindwara	Pandhurna	Nagar Palika	Yes
89	Chhindwara	Piplanarayanwar	Nagar Parishad	Yes
90	Chhindwara	Sausar	Nagar Palika	No
91	Damoh	Damoh	Nagar Palika	No
92	Damoh	Hatta	Nagar Palika	No
93	Damoh	Hindoria	Nagar Parishad	Yes
94	Damoh	Patera	Nagar Parishad	Yes
95	Damoh	Patharia	Nagar Parishad	No
96	Damoh	Tendukheda	Nagar Parishad	No
97	Datia	Badoni	Nagar Parishad	Yes
98	Datia	Bhander	Nagar Parishad	Yes
99	Datia	Datia	Nagar Palika	No
100	Datia	Indergarh	Nagar Parishad	No
101	Datia	Seondha	Nagar Parishad	Yes
102	Dewas	Bagli	Nagar Parishad	Yes
103	Dewas	Bhaurasa	Nagar Parishad	Yes
104	Dewas	Dewas	Nagar Nigam	No
105	Dewas	Hatpiplya	Nagar Parishad	No
106	Dewas	Kannod	Nagar Parishad	No
107	Dewas	Kantaphod	Nagar Parishad	Yes
108	Dewas	Karnawad	Nagar Parishad	Yes
109	Dewas	Khategaon	Nagar Parishad	No
110	Dewas	Loharda	Nagar Parishad	Yes
111	Dewas	Nemawar	Nagar Parishad	Yes
112	Dewas	Pipalrawan	Nagar Parishad	Yes
113	Dewas	Satwas	Nagar Parishad	Yes
114	Dewas	Sonkatch	Nagar Parishad	No
115	Dewas	Tonk Khurd	Nagar Parishad	Yes
116	Dhar	Badnawar	Nagar Parishad	No
117	Dhar	Dahi	Nagar Parishad	Yes
118	Dhar	Dhamnod	Nagar Parishad	No
119	Dhar	Dhar	Nagar Palika	Yes
120	Dhar	Dharamपुर	Nagar Parishad	Yes
121	Dhar	Kukshi	Nagar Parishad	Yes
122	Dhar	Manawar	Nagar Palika	No
123	Dhar	Mandav	Nagar Parishad	Yes
124	Dhar	Pithampur	Nagar Palika	No
125	Dhar	Rajgarh	Nagar Parishad	No
126	Dhar	Sardarpur	Nagar Parishad	Yes
127	Dindori	Dindori	Nagar Parishad	No
128	Dindori	Shahpura	Nagar Parishad	No
129	Guna	Guna	Nagar Parishad	No
130	Guna	Chachaura-Binaganj	Nagar Parishad	Yes
131	Guna	Guna	Nagar Palika	No
132	Guna	Kumbhraj	Nagar Parishad	No

S.No.	District	ULB's Name	Type	Unserviced ULB (Yes/No)
133	Guna	Raghogarh -Vijaypur	Nagar Palika	No
134	Gwalior	Gwalior	Nagar Nigam	No
135	Gwalior	Antari	Nagar Parishad	Yes
136	Gwalior	Bhitarwar	Nagar Parishad	No
137	Gwalior	Bilaua	Nagar Parishad	Yes
138	Gwalior	Dabra	Nagar Palika	Yes
139	Gwalior	Pichhore	Nagar Parishad	Yes
140	Harda	Harda	Nagar Palika	No
141	Harda	Khirkiya	Nagar Parishad	Yes
142	Harda	Timarni	Nagar Parishad	No
143	Hoshangabad	Babai	Nagar Parishad	No
144	Hoshangabad	Bankhedi	Nagar Parishad	No
145	Hoshangabad	Hoshangabad	Nagar Palika	No
146	Hoshangabad	Itarsi	Nagar Palika	No
147	Hoshangabad	Pipariya	Nagar Palika	Yes
148	Hoshangabad	Seoni-Malwa	Nagar Palika	No
149	Hoshangabad	Sohagpur	Nagar Parishad	Yes
150	Indore	Betma	Nagar Parishad	Yes
151	Indore	Depalpur	Nagar Parishad	No
152	Indore	Hatod	Nagar Parishad	No
153	Indore	Indore	Nagar Nigam	No
154	Indore	Manpur	Nagar Parishad	Yes
155	Indore	Mhowgaon	Nagar Parishad	No
156	Indore	Rau	Nagar Parishad	No
157	Indore	Runji-Gautampura	Nagar Parishad	Yes
158	Indore	Sawer	Nagar Parishad	No
159	Jabalpur	Barela	Nagar Parishad	Yes
160	Jabalpur	Bhedaghat	Nagar Parishad	Yes
161	Jabalpur	Jabalpur	Nagar Nigam	No
162	Jabalpur	Katangi	Nagar Parishad	No
163	Jabalpur	Majholi	Nagar Parishad	Yes
164	Jabalpur	Panagar	Nagar Palika	Yes
165	Jabalpur	Patan	Nagar Parishad	Yes
166	Jabalpur	Shahpura	Nagar Parishad	No
167	Jabalpur	Sihora	Nagar Palika	No
168	Jhabua	Jhabua	Nagar Palika	No
169	Jhabua	Meghnagar	Nagar Parishad	Yes
170	Jhabua	Petlawad	Nagar Parishad	No
171	Jhabua	Ranapur	Nagar Parishad	Yes
172	Jhabua	Thandla	Nagar Parishad	Yes
173	Katni	Barhi	Nagar Parishad	No
174	Katni	Katni (Murwara)	Nagar Nigam	No
175	Katni	Kymore	Nagar Parishad	Yes
176	Katni	Vijayraghavgarh	Nagar Parishad	Yes
177	Khandwa	Chhanera	Nagar Parishad	Yes



S.No.	District	ULB's Name	Type	Unserviced ULB (Yes/No)
178	Khandwa	Khandwa	Nagar Nigam	No
179	Khandwa	Mundi	Nagar Parishad	No
180	Khandwa	Omkareshwar	Nagar Parishad	Yes
181	Khandwa	Pandhana	Nagar Parishad	Yes
182	Khargone	Barwaha	Nagar Palika	Yes
183	Khargone	Bhikangaon	Nagar Parishad	Yes
184	Khargone	Kaarahi and Pandlyakhurd	Nagar Parishad	No
185	Khargone	Kasrawad	Nagar Parishad	Yes
186	Khargone	Khargone	Nagar Palika	No
187	Khargone	Maheshwar	Nagar Parishad	Yes
188	Khargone	Mandleshwar	Nagar Parishad	Yes
189	Khargone	Sanawad	Nagar Palika	Yes
190	Mandla	Bamhani	Nagar Parishad	Yes
191	Mandla	Bichhiya	Nagar Parishad	No
192	Mandla	Mandla	Nagar Palika	No
193	Mandla	Nainpur	Nagar Palika	No
194	Mandla	Niwas	Nagar Parishad	No
195	Mandsaur	Bhanpura	Nagar Parishad	No
196	Mandsaur	Garoth*	Nagar Parishad	No
197	Mandsaur	Malhargarh	Nagar Parishad	Yes
198	Mandsaur	Mandsaur	Nagar Palika	No
199	Mandsaur	Nagri	Nagar Parishad	Yes
200	Mandsaur	Narayangarh	Nagar Parishad	Yes
201	Mandsaur	Piplya Mandi	Nagar Parishad	Yes
202	Mandsaur	Shamgarh	Nagar Parishad	No
203	Mandsaur	Sitamau	Nagar Parishad	Yes
204	Mandsaur	Suwasara	Nagar Parishad	No
205	Morena	Ambah	Nagar Palika	Yes
206	Morena	Bamor	Nagar Parishad	Yes
207	Morena	Jhundpura	Nagar Parishad	Yes
208	Morena	Joura	Nagar Parishad	Yes
209	Morena	Kailaras	Nagar Parishad	Yes
210	Morena	Morena	Nagar Nigam	No
211	Morena	Porsa	Nagar Palika	Yes
212	Morena	Sabalgarh	Nagar Palika	Yes
213	Narsimhapur	Chichli	Nagar Parishad	No
214	Narsimhapur	Gadarwara	Nagar Palika	No
215	Narsimhapur	Gotegaon	Nagar Palika	No
216	Narsimhapur	Kareli	Nagar Palika	Yes
217	Narsimhapur	Narsimhapur	Nagar Palika	No
218	Narsimhapur	Saikeda	Nagar Parishad	Yes
219	Narsimhapur	Salichauka	Nagar Parishad	Yes
220	Narsimhapur	Tendukheda	Nagar Parishad	Yes
221	Neemuch	Athana	Nagar Parishad	Yes

<b>S.No.</b>	<b>District</b>	<b>ULB's Name</b>	<b>Type</b>	<b>Unserviced ULB (Yes/No)</b>
222	Neemuch	Diken	Nagar Parishad	Yes
223	Neemuch	Jawad	Nagar Parishad	Yes
224	Neemuch	Jiran	Nagar Parishad	Yes
225	Neemuch	Kukdeshwar	Nagar Parishad	Yes
226	Neemuch	Manasa	Nagar Parishad	No
227	Neemuch	Nayagaon	Nagar Parishad	Yes
228	Neemuch	Neemuch	Nagar Palika	No
229	Neemuch	Rampura	Nagar Parishad	No
230	Neemuch	Ratangarh	Nagar Parishad	Yes
231	Neemuch	Sarwaniya Maharaj	Nagar Parishad	Yes
232	Neemuch	Singoli	Nagar Parishad	Yes
233	Panna	Ajaigarh	Nagar Parishad	No
234	Panna	Amanganj	Nagar Parishad	Yes
235	Panna	Devendranagar	Nagar Parishad	Yes
236	Panna	Kakarhati	Nagar Parishad	Yes
237	Panna	Panna	Nagar Palika	No
238	Panna	Pawai	Nagar Parishad	Yes
239	Raisen	Badi	Nagar Parishad	Yes
240	Raisen	Baraily	Nagar Parishad	No
241	Raisen	Begamganj	Nagar Palika	No
242	Raisen	Gairatganj	Nagar Parishad	Yes
243	Raisen	Mandideep	Nagar Palika	No
244	Raisen	Obedullaganj	Nagar Parishad	Yes
245	Raisen	Raisen	Nagar Palika	No
246	Raisen	Sanchi	Nagar Parishad	Yes
247	Raisen	Silwani	Nagar Parishad	No
248	Raisen	Sultanpur	Nagar Parishad	Yes
249	Raisen	Udaipura	Nagar Parishad	Yes
250	Rajgarh	Biaora	Nagar Palika	Yes
251	Rajgarh	Boda	Nagar Parishad	Yes
252	Rajgarh	Chhapiheda	Nagar Parishad	Yes
253	Rajgarh	Jirapur	Nagar Parishad	No
254	Rajgarh	Khilchipur	Nagar Parishad	No
255	Rajgarh	Khujner	Nagar Parishad	Yes
256	Rajgarh	Kurawar	Nagar Parishad	No
257	Rajgarh	Machalpur	Nagar Parishad	Yes
258	Rajgarh	Narsinghgarh	Nagar Palika	Yes
259	Rajgarh	Pachore	Nagar Parishad	Yes
260	Rajgarh	Rajgarh	Nagar Palika	No
261	Rajgarh	Sarangpur	Nagar Palika	No
262	Rajgarh	Suthaliya	Nagar Parishad	Yes
263	Rajgarh	Talen	Nagar Parishad	Yes
264	Ratlam	Alot	Nagar Parishad	Yes
265	Ratlam	Badawada	Nagar Parishad	Yes
266	Ratlam	Dhamnod	Nagar Parishad	No

S.No.	District	ULB's Name	Type	Unserviced ULB (Yes/No)
267	Ratlam	Jaora	Nagar Palika	No
268	Ratlam	Namli	Nagar Parishad	Yes
269	Ratlam	Piploda	Nagar Parishad	Yes
270	Ratlam	Ratlam	Nagar Nigam	No
271	Ratlam	Sailana	Nagar Parishad	Yes
272	Ratlam	Tal	Nagar Parishad	Yes
273	Rewa	Baikunthpur	Nagar Parishad	Yes
274	Rewa	Chakghat	Nagar Parishad	Yes
275	Rewa	Govindgarh	Nagar Parishad	Yes
276	Rewa	Gurh	Nagar Parishad	Yes
277	Rewa	Hanumana	Nagar Parishad	Yes
278	Rewa	Mangawan	Nagar Parishad	No
279	Rewa	Mauganj	Nagar Parishad	No
280	Rewa	Naigarhi	Nagar Parishad	No
281	Rewa	Rewa	Nagar Nigam	No
282	Rewa	Semaria	Nagar Parishad	Yes
283	Rewa	Sirmour	Nagar Parishad	No
284	Rewa	Teonthar	Nagar Parishad	No
285	Sagar	Banda	Nagar Parishad	No
286	Sagar	Bina- Etawa	Nagar Palika	Yes
287	Sagar	Deori	Nagar Palika	Yes
288	Sagar	Garhakota	Nagar Palika	Yes
289	Sagar	Khurai	Nagar Palika	No
290	Sagar	Makroniya Buzurg	Nagar Palika	No
291	Sagar	Rahatgarh	Nagar Parishad	No
292	Sagar	Rehli	Nagar Palika	No
293	Sagar	Shahgarh	Nagar Parishad	Yes
294	Sagar	Shahpur	Nagar Parishad	Yes
295	Sagar	Sagar	Nagar Nigam	No
296	Satna	Amarpatan	Nagar Parishad	Yes
297	Satna	Birsinghpur	Nagar Parishad	Yes
298	Satna	Chitrakoot	Nagar Parishad	Yes
299	Satna	Jaitwara	Nagar Parishad	Yes
300	Satna	Kotar	Nagar Parishad	Yes
301	Satna	Kothi	Nagar Parishad	Yes
302	Satna	Maihar	Nagar Palika	Yes
303	Satna	Nagod	Nagar Parishad	No
304	Satna	New Ramnagar	Nagar Parishad	Yes
305	Satna	Rampur Baghelan	Nagar Parishad	No
306	Satna	Satna	Nagar Nigam	No
307	Satna	Unchahara	Nagar Parishad	Yes
308	Sehore	Ashta	Nagar Palika	No
309	Sehore	Budni	Nagar Parishad	No
310	Sehore	Ichhawar	Nagar Parishad	No
311	Sehore	Jawar	Nagar Parishad	Yes

<b>S.No.</b>	<b>District</b>	<b>ULB's Name</b>	<b>Type</b>	<b>Unserviced ULB (Yes/No)</b>
312	Sehore	Kothri	Nagar Parishad	Yes
313	Sehore	Nasrullaganj	Nagar Parishad	Yes
314	Sehore	Rehti	Nagar Parishad	Yes
315	Sehore	Sehore	Nagar Palika	No
316	Sehore	Shahganj	Nagar Parishad	Yes
317	Seoni	Barghat	Nagar Parishad	No
318	Seoni	Lakhnadon	Nagar Parishad	Yes
319	Seoni	Seoni	Nagar Palika	No
320	Shahdol	Beohari	Nagar Parishad	Yes
321	Shahdol	Burhar	Nagar Parishad	Yes
322	Shahdol	Dhanpuri	Nagar Palika	Yes
323	Shahdol	Jaisinghnagar	Nagar Parishad	Yes
324	Shahdol	Khand	Nagar Parishad	Yes
325	Shahdol	Shahdol	Nagar Palika	No
326	Shajapur	Akodia	Nagar Parishad	Yes
327	Shajapur	Maksi	Nagar Parishad	No
328	Shajapur	Paankhedi (Kalapipal)	Nagar Parishad	No
329	Shajapur	Polaykalan	Nagar Parishad	Yes
330	Shajapur	Shajapur	Nagar Palika	No
331	Shajapur	Shujalpur	Nagar Palika	No
332	Sheopur	Badoda	Nagar Parishad	Yes
333	Sheopur	Sheopur	Nagar Palika	No
334	Sheopur	Vijaypur	Nagar Parishad	Yes
335	Shivpuri	Badarwas	Nagar Parishad	Yes
336	Shivpuri	Beraidh	Nagar Parishad	Yes
337	Shivpuri	Karera	Nagar Parishad	No
338	Shivpuri	Khaniyadhana	Nagar Parishad	Yes
339	Shivpuri	Kolaras	Nagar Parishad	Yes
340	Shivpuri	Narwar	Nagar Parishad	Yes
341	Shivpuri	Pichhore	Nagar Parishad	Yes
342	Shivpuri	Shivpuri	Nagar Palika	No
343	Sidhi	Churhat	Nagar Parishad	No
344	Sidhi	Majhauri	Nagar Parishad	Yes
345	Sidhi	Rampur Naikin	Nagar Parishad	Yes
346	Sidhi	Sidhi	Nagar Palika	No
347	Singrauli	Singrauli	Nagar Nigam	No
348	Tikamgarh	Badagaon	Nagar Parishad	Yes
349	Tikamgarh	Baldeogarh	Nagar Parishad	Yes
350	Tikamgarh	Jatara	Nagar Parishad	No
351	Tikamgarh	Jeron Khalsa	Nagar Parishad	Yes
352	Tikamgarh	Kari	Nagar Parishad	Yes
353	Tikamgarh	Khargapur	Nagar Parishad	No
354	Tikamgarh	Lidhora Khas	Nagar Parishad	Yes
355	Tikamgarh	Niwari	Nagar Parishad	No
356	Tikamgarh	Orchha	Nagar Parishad	Yes

S.No.	District	ULB's Name	Type	Unserviced ULB (Yes/No)
357	Tikamgarh	Palera	Nagar Parishad	No
358	Tikamgarh	Prithvipur	Nagar Parishad	No
359	Tikamgarh	Tarichar Kalan	Nagar Parishad	Yes
360	Tikamgarh	Tikamgarh	Nagar Palika	No
361	Ujjain	Badnagar	Nagar Palika	Yes
362	Ujjain	Khacharod	Nagar Palika	No
363	Ujjain	Mahidpur	Nagar Palika	Yes
364	Ujjain	Makdon	Nagar Parishad	No
365	Ujjain	Nagda	Nagar Palika	No
366	Ujjain	Tarana	Nagar Parishad	No
367	Ujjain	Ujjain	Nagar Nigam	No
368	Ujjain	Unhel	Nagar Parishad	Yes
369	Umaria	Chandia	Nagar Parishad	No
370	Umaria	Nowrozabad	Nagar Parishad	Yes
371	Umaria	Pali	Nagar Palika	Yes
372	Umaria	Umaria	Nagar Palika	No
373	Vidisha	Basoda	Nagar Palika	No
374	Vidisha	Kurwai	Nagar Parishad	No
375	Vidisha	Lateri	Nagar Parishad	No
376	Vidisha	Shamshabad	Nagar Parishad	Yes
377	Vidisha	Sironj	Nagar Palika	No
378	Vidisha	Vidisha	Nagar Palika	No

**\*Note:**

1. The ULB wise target allocation would be done based on number of registration of job-seekers by the UAD.

Annexure – 1B: List of all Districts

<b>Sr. No.</b>	<b>District</b>	<b>Sr. No.</b>	<b>District</b>
1	Harda	27	Mandsaur
2	Alirajpur	28	Tikamgarh
3	Umaria	29	Seoni
4	Sheopur	30	Ratlam
5	Dindori	31	Rajgarh
6	Burhanpur	32	Agar
7	Anuppur	33	Shajapur
8	Datia	34	Dewas
9	Ashoknagar	35	Betul
10	Neemuch	36	Shivpuri
11	Jhabua	37	Chattarpur
12	Panna	38	Bhind
13	Sidhi	39	Balaghat
14	Shehdol	40	Khargone
15	Mandla	41	Morena
16	Singrauli	42	Ujjain
17	Narsinghpur	43	Dhar
18	Guna	44	Gwalior
19	Damoh	45	Satna
20	Barwani	46	Chhindwara
21	Sehore	47	Rewa
22	Khandwa	48	Sagar
23	Katni	49	Bhopal
24	Raisen	50	Jabalpur
25	Hoshangabad	51	Indore
26	Vidisha	52	Niwari

Annexure - 2 – List of Sectors

<b>Sl. No.</b>	<b>Sectors</b>
<b>1.</b>	Agriculture
<b>2.</b>	Apparel, Made-ups & Home Furnishing <sup>#</sup>
<b>3.</b>	Automotive
<b>4.</b>	Banking Financial Services & Insurance
<b>5.</b>	Beauty & Wellness <sup>#</sup>
<b>6.</b>	Capital Goods
<b>7.</b>	Construction
<b>8.</b>	Domestic Worker
<b>9.</b>	Electronics & Hardware
<b>10.</b>	Food Processing
<b>11.</b>	Furniture & Fittings
<b>12.</b>	Gems & Jewelry
<b>13.</b>	Green Jobs
<b>14.</b>	Handicrafts and Carpet
<b>15.</b>	Health Care
<b>16.</b>	Iron & Steel
<b>17.</b>	IT & ITES
<b>18.</b>	Infrastructure Equipment
<b>19.</b>	Leather
<b>20.</b>	Life Sciences
<b>21.</b>	Logistics
<b>22.</b>	Media and Entertainment
<b>23.</b>	Mining
<b>24.</b>	Paints & Coatings
<b>25.</b>	Persons with disability
<b>26.</b>	Plumbing
<b>27.</b>	Power
<b>28.</b>	Retail <sup>#</sup>
<b>29.</b>	Rubber
<b>30.</b>	Security and Management & Entrepreneurship <sup>#</sup>
<b>31.</b>	Sports
<b>32.</b>	Telecom
<b>33.</b>	Textiles
<b>34.</b>	Tourism and Hospitality
	<b>Total</b>

**# These are non-priority sectors and targets would be allocated in other sectors before allotment in non-priority sectors.**

Annexure - 3: Format for submission of Pre Bid Queries

<b>Sl. No.</b>	<b>Section</b>	<b>Sub section</b>	<b>Reference/Subject</b>	<b>Clarifications sought</b>



## Annexure - 4A: Proposal Submission Cover Letter

(On the letterhead of the applicant)

No.: 01/MPSSDEGB/MMYSY-MMKSY/2019-20

{Location, Date}

To:

The Chief Executive Officer,  
Madhya Pradesh State Skill Development and Employment Generation Board  
Department of Technical Education and Skill Development  
ITI Govindpura Campus  
Bhopal – 462023

Subject: - Submission of Technical Proposal for empanelment as a Training Service Provider under Mukhya Mantri Yuva Swabhimaan Yojna (MMYSY) and Mukhya Mantri Kaushal Samvardhan Yojna (MMKSY).

Dear Sir,

We, the undersigned, wish to be empaneled as Training Partner with Madhya Pradesh State Skill Development and Employment Generation Board as per clause 23 under category \_\_\_\_\_ (please specify 1, 2, 3, 4, 5 or 6)<sup>1</sup> in accordance with your request for proposal no. 01/MPSSDEGB/MMYSY-MMKSY/2019-20 dated 31.05.2019; we are hereby submitting our proposal, as per the specified format.

We, hereby, declare that:

- a. All the information and statements made in this Proposal are true and we accept that any misrepresentation contained in this Proposal may lead to our disqualification by MPSSDEGB and lead to forfeiture of EMD if found during the proposal evaluation stage. If such a misrepresentation is found during the implementation stage, it may lead to termination of contract and forfeiture of the PG.
- b. We have no conflict of interest as stated in this document.
- c. We meet the eligibility requirements for the category applied for, as stated in this document.
- d. Our proposal shall remain valid for 120 days from the last date of bid submission deadline.
- e. In competing for (and, if we are empaneled) the Empanelment, we undertake to observe the laws against fraud and corruption, including bribery.
- f. Our Proposal is binding upon us and subject to any modifications resulting from the Agreement negotiations.

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<sup>1</sup>In case any bidder / applicant do not mentions the category, the proposal would not be evaluated.

- g. We undertake, if our Proposal is accepted, we will enter into an Agreement to initiate the Training no later than the date specified by MPSSDEGB.
- h. We are submitting the tender fee and EMD as per following details –

<b>Item</b>	<b>Amount (Rs.)</b>	<b>DD/BC/Pay Order No.</b>	<b>Date</b>	<b>Name of the Bank</b>
<b>Tender Fee</b>	5,000/-			
<b>EMD</b>	25,000/- per location			

- i. We propose for following sectors and locations (ULBs / districts) –

<b>S. No</b>	<b>Name of the Urban location (ULB)</b>	<b>District of ULB</b>	<b>Name of the Non-urban locations (district)</b>	<b>Sector</b>	<b>Proposed Annual Target (no. of trainees)</b>

- j. We understand that MPSSDEGB is not bound to accept any proposal that MPSSDEGB receives.

Yours sincerely,

Authorized Signature

{In full and initials}

Name and Designation of Signatory:

Name of Applicant Organization:

Address:

Contact information (phone and e-mail)

Annexure - 4B: Format for Power of Attorney for Signing of Application

(To be submitted along with Covering Letter and to be executed on non-judicial stamp paper of  
Rs. 1000/-)

Know all men by these present that We..... .. (Name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr./Ms. (name) ..... son/daughter/wife of ..... and presently residing at..... who is presently employed with us and holding the position of .....as our true and lawful attorney (hereinafter referred to as the “Attorney”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our proposal for the “Empanelment as a Training Service Provider under Mukhya Mantri Kaushal Samvardhan Yojna (MMKSY) and Mukhya Mantri Yuva Swabhimaan Yojna (MMYSY)”. The attorney is fully authorized for providing information/ responses to the MPSSDEGB, representing us in all matters before the MPSSDEGB including negotiations with the MPSSDEGB, signing and execution of all agreements and undertakings consequent to acceptance of our proposal, and generally dealing with the MPSSDEGB in all matters in connection with or relating to or arising out of our proposal for the said Empanelment.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE,.....(Name of Organization) THE ABOVE NAMED PRINCIPAL (Name & Designation of Executant) HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS .....DAY OF ..... IN.....;

(Signature, name, designation and address)

Accepted

..... (Signature)

(Name, Title and Address of the Attorney)

Witnesses:

- 1.
- 2.

**Notes:**

1. To be executed on Rs 1000/= non-judicial stamp paper
2. Bye-laws / Memorandum of Association need to be attached.
3. Signatures of Attorney, Principal and two witnesses are must.
4. It must be notarized

Annexure -4C: Applicant's Overview and Application Parameters

<b>Name and details of the Applicant and Authorized representative</b>	
<b>Name of Organization/Institution</b>	
<b>Applying under Category (specify any category among 1 to 6)</b>	
<b>Type</b>	Registered under Companies Act / Societies Registration Act / Trust Act/ etc.
<b>Registered address</b>	
<b>Corporate Head Office address</b>	
<b>Phone</b>	
<b>Fax</b>	
<b>Mobile</b>	
<b>Email</b>	
<b>Website</b>	
<b>Whether blacklisted or bankrupt by any Govt./semi Govt. organization/any bank (If yes, by whom)</b>	
<b>Name of authorized representative</b>	
<b>Designation</b>	
<b>Mobile</b>	
<b>Email</b>	

Annexure – 4D: Documents for Qualification / Eligibility

Sl. No.	Criteria	Mandatory Documents	Page No.
<b>1</b>	<p><b>Legal Status Eligibility</b></p> <ul style="list-style-type: none"> <li>Organization Type: Company / Partnership / Society / Trust / Firm</li> <li>Number of years in operations of firm as on 01.05.2019</li> </ul>	<ul style="list-style-type: none"> <li>Certificate of Incorporation under relevant Act.</li> <li>PAN card</li> <li>TAN number (if applicable)</li> <li>Affiliation from NCVT / SSC / SCVT / AICTE / Indian Nursing Council / ICWAI / ICAI / Medical Council of India (MCI) / or any accreditation body of Central or Madhya Pradesh Government related to Technical and Vocational Education Training (For Category 2).</li> <li>MoU signed with NSDC (wherever applicable)</li> <li>MoU / Sanction Order from NSDC under PMKVY (wherever applicable)</li> <li>Self-Certificate for non-blacklisting (Annexure-4J)</li> </ul>	
<b>2</b>	<p>Financial Capability</p> <ul style="list-style-type: none"> <li>Average Annual Turnover (wherever applicable) for Category 1, 3 and 5</li> <li>Average annual expenditure on CSR (wherever applicable) for Category 4</li> <li>Net Worth as on 31.03.2018 or 31.03.2019 (wherever applicable) for Category 1, 3, 4 and 5</li> </ul>	<ul style="list-style-type: none"> <li>Audited P&amp;L / Income Statements for any two FYs out of FY 2016-17, 2017-18 and 2018-19 and CA Certificate in required format</li> <li>Audited P&amp;L / Income Statements for any two FYs out of FY 2016-17, 2017-18 and 2018-19 and CA Certificate indicating expenses done under CSR in required format</li> <li>Audited balance sheet for any two FYs out of FY 2016-17, 2017-18 and 2018-19 and CA Certificate in required format</li> </ul>	
<b>3</b>	<p>Technical Capability</p> <ul style="list-style-type: none"> <li>Successfully trained at least minimum no. of candidates for any financial year out of FY 2016-17, 2017-18 and 2018-19 (for Category 1 &amp; 2)</li> <li>Should have minimum 1000 employees on its own rolls for any financial year out of FY 2016-17, 2017-18 and 2018-19 (for Category 5)</li> </ul>	<ul style="list-style-type: none"> <li>Project completion certificates from sponsoring agency clearly highlighting the number of trainees trained with copy of Work Order / Agreement / Contract / any other document clearly highlighting the number of trainees trained</li> <li>CA Certificate for applicants under Category 5</li> </ul>	
<b>4</b>	<p>Placement Capability</p> <ul style="list-style-type: none"> <li>Successfully trained at least minimum no. of candidates for any financial year out of FY</li> </ul>	<ul style="list-style-type: none"> <li>Project completion certificates from sponsoring agency clearly highlighting the number of trainees placed, in case of completed projects</li> </ul>	

Sl. No.	Criteria	Mandatory Documents	Page No.
	2016-17, 2017-18 and 2018-19 (for Category 1 & 2)		
5	Operational Capability <ul style="list-style-type: none"> <li>• Should have training centres in minimum 5 districts within India in any two financial years out of FY 2016-17, 2017-18 and 2018-19 (for Category 1)</li> </ul>	<ul style="list-style-type: none"> <li>• Certificate from the sponsoring agency / agencies mentioning the addresses of the Training Centres operated by the Training Service Provider clearly mentioning the name of state, district and training centre</li> </ul>	

**Annexure – 4E: Evaluation / Scoring of Proposal Related Documents (only for Category 1, 2 and 3)**

<b>Sr. No.</b>	<b>Criteria</b>	<b>Mandatory Documents</b>	<b>Supporting Documents</b>	<b>Page No.</b>
1	<b>Technical Capability</b> <ul style="list-style-type: none"> <li>• Successfully trained at least minimum no. of candidates for one financial year out of FY 2016-17, 2017-18 and 2018-19 (for Category 1 &amp; 2)</li> <li>• Should have minimum 1000 employees on its own rolls for any financial year out of FY 2016-17, 2017-18 and 2018-19 (for Category 5)</li> </ul>	<ul style="list-style-type: none"> <li>• Project completion certificates from sponsoring agency clearly highlighting the number of trainees trained with copy of Work Order / Agreement / Contract / any other document clearly highlighting the number of trainees trained</li> <li>• CA Certificate for applicants under Category 5</li> </ul>	<ul style="list-style-type: none"> <li>• Details of candidates trained in soft copy as per Annexure – 4G (for Category 1 &amp; 2)</li> <li>• Not applicable</li> </ul>	
2	<b>Placement Capability</b> <ul style="list-style-type: none"> <li>• Successfully placed at least minimum no. of candidates for one financial year out of FY 2016-17, 2017-18 and 2018-19 (for Category 1 &amp; 2)</li> </ul>	<ul style="list-style-type: none"> <li>• Project completion certificates from sponsoring agency clearly highlighting the number of trainees placed, in case of completed projects</li> </ul>	<ul style="list-style-type: none"> <li>• Details of candidates placed in soft copy as per Annexure – 4H</li> </ul>	
3	<b>Operational Capability (for Category 1 &amp; 2)</b> <ul style="list-style-type: none"> <li>• Presence in Madhya Pradesh under MMKSY (number of Training Centres with 4-5-star rating)</li> <li>• Presence in Madhya Pradesh under PMKVY (number of Training Centres with 4-5-star rating)</li> </ul>	<ul style="list-style-type: none"> <li>• Certificate from sponsoring agency (MPSSDEGB) mentioning the addresses of the Training Centres operated by the Training Service Provider clearly mentioning the name of district and training centre with 4-5- star rating</li> <li>• Certificate from sponsoring agency (NSDC) mentioning the addresses of the Training Centres operated by the Training Service Provider clearly mentioning the name of district and training centre with 4-5- star rating</li> </ul>	Not Applicable	
4	<b>Employee Strength and Location of Training Centres (for Category 3)</b> <ul style="list-style-type: none"> <li>• Employee Strength</li> <li>• Location of Training Centre</li> </ul>	<ul style="list-style-type: none"> <li>• CA Certificate</li> <li>• Self certificate (on non-judicial stamp paper of Rs 100/-) mentioning Proposed location of training centre in un-serviced ULBs mentioned in Annexure-1A</li> </ul>		
5	<b>Qualified Faculty/Trainers (Certified by SSC)</b>	CV of trainers as per Annexure – 4F, certificate of Training of Trainers by SSC generated through TAKSHASHILA portal of NSDC, offer letter by applicant along with acceptance by trainer, salary slip and bank statement of salary credited	Not Applicable	



Sr. No.	Criteria	Mandatory Documents	Supporting Documents	Page No.
6	<b>Financial Capability</b> (for Category 3) <ul style="list-style-type: none"> <li>• Average Annual Turnover in financial year 2018-19</li> <li>• Paid-up Capital / Patronage Fund</li> </ul>	<ul style="list-style-type: none"> <li>• CA Certificate</li> <li>• CA Certificate</li> </ul>	Not applicable	
7	<b>Start-ups</b> (for Category 3) <ul style="list-style-type: none"> <li>• Registration with DIPP as a start-up</li> </ul>	<ul style="list-style-type: none"> <li>• Registration Certificate from DIPP</li> </ul>	Not applicable	

Annexure – 4F: Curriculum Vitae Template for Trainer (for Category 1 & 2)

1. Name of the trainer:
2. UID (AADHAR) No. -
3. Sector& Module:
4. Date of Birth:
5. Educational qualifications:

<b>Sl. No.</b>	<b>Education Qualification</b>	<b>University and College/Location</b>	<b>Passing year</b>	<b>Marks scored/GPA</b>

6. Work Experience

<b>Sl. No.</b>	<b>Employer</b>	<b>Designation</b>	<b>Date from</b>	<b>Date to</b>	<b>Duration (in months)</b>	<b>Brief description of responsibilities</b>

7. Details of project

<b>Sl. No.</b>	<b>Name of the client</b>	<b>Name of the project</b>	<b>Employer</b>	<b>Date from</b>	<b>Date to</b>	<b>Duration (in months)</b>	<b>Brief description of responsibilities</b>

8. Details of special achievements like certifications, trainings, etc. (please indicate ToT details)

<b>Sl. No.</b>	<b>Type of achievement</b>	<b>Date</b>	<b>Details of achievement</b>	<b>Remarks if any</b>

9. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes me, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Date:

[Signature of trainer]

(Authorized signatory)

Stamped and signed

Notes: -

- Please enclose
  - certificate of Training of Trainers by SSC generated through TAKSHASHILA portal of NSDC,
  - offer letter by applicant along with acceptance of trainer,
  - latest salary slip and bank statement of salary credited

## Annexure – 4G– Technical Capability

(“On the Letter Head of the Organization” Ref. No.: Date)

### **Self-Certificate**

#### **For Category 1 & 2**

This is to certify that we have trained..... (please fill the number) candidates in the Financial Year \_\_\_\_\_ (Please choose one FY out of FY 2016-17, FY 2017-18 & FY 2018-19).

The skill development training provided to the candidates as mentioned above relates to vocational training duration of more than 120 hours in the sectors or modules pertaining to one or more of the following courses or job roles notified by SSC/ sponsored by any state or central government department/ministry.

Training details (mandatory):

<b>Sl. No.</b>	<b>Project sponsoring agency</b>	<b>Name of the Project</b>	<b>Project Status (Completed )</b>	<b>Financial Year (one FY out of 2016-17 / 2017-18 / 2018-19)</b>	<b>Name of Sector</b>	<b>Number of Trainees trained</b>

(Authorized signatory)

Stamped and signed

Notes – This self-attested document should be enclosed with –

- Project completion certificates<sup>2</sup> from sponsoring agency clearly highlighting the sector-wise number of trainees trained

#### **Trainee Details\*:**

<b>Sl. No.</b>	<b>Project sponsoring agency</b>	<b>Name of the Project</b>	<b>Project Status (Completed / Ongoing)</b>	<b>Financial Year (one FY out of 2016-17 / 2017-18 / 2018-19)</b>	<b>Name of Sector</b>	<b>Name of trainee</b>	<b>Mobile No.</b>

\*Supporting documents to be submitted in softcopy.  
DD/MM/YYYY format to be followed

<sup>2</sup> If the project completion certificate is not enclosed the document will not be evaluated

Technical Capability

(“On the Letter Head of the Chartered Accountant” Ref. No.: Date)

**CA Certificate**

**For Category 5**

This is to certify that we have on our rolls ..... (please fill the number) employees in the Financial Year \_\_\_\_\_ (Please choose any FY out of FY 2016-17, 2017-18 & 2018-19).

(Signature and Seal)

Certified by CA

Membership No.:

UDIN No.:

### Annexure – 4H– Placement capability

(“On the Letter Head of the Organization” Ref. No.: Date)

#### **Self-Certificate**

This is to certify that we have placed.....candidates which are .... % of the trained candidates for the Financial Year \_\_\_\_\_ (Please choose one FY out of FY 2016-17, FY 2017-18 & FY 2018-19).

Placement details (mandatory):

<b>Sl. No.</b>	<b>Project sponsoring agency</b>	<b>Name of the Project</b>	<b>Project Status (Completed)</b>	<b>Financial Year (2016-17 / 2017-18/2018-19)</b>	<b>Name of Sector</b>	<b>Number of Trainees placed</b>

(Authorized signatory)

Stamped and signed

Notes – This self-attested document should be enclosed with –

- Project completion certificates<sup>3</sup> from sponsoring agency clearly highlighting the sector-wise number of trainees placed, in case of completed projects.

#### **Placement (wage employment) Details\*:**

<b>Sl. No.</b>	<b>Project sponsoring agency</b>	<b>Name of the Project</b>	<b>Project Status (Completed / Ongoing)</b>	<b>Financial Year (2016-17 / 2017-18)</b>	<b>Name of Sector</b>	<b>Name of trainee placed</b>	<b>Mobile No.</b>	<b>Employer Name &amp; Contact</b>	<b>Monthly Wage (in INR)</b>

\*Supporting documents *to be submitted in softcopy*

<sup>3</sup> If the project completion certificate is not enclosed the document will not be evaluated

**Annexure –4I: Financial Capability**  
**“On the Letter Head of the Organization”**

Ref. No.:

Date:

Certificate

With reference to the Clause No. 23 (Financial Capability) of the RFP No. 01/MPSSDEGB/MMYSY-MMKSY/2019-20, this is to certify the below:

(Category 1)

Sl. No.	Financial Year* (Any two FY out of FY 2016-17 / FY 2017-18 / FY 2018-19)	Turnover/Receipts (in Rs. Lakhs)	
		Total	From Skill Development Training Programs
1.	FY 2016-17		
2.	FY 2017-18		
3.	FY 2018-19		

Net Worth as on 31.03.2018 OR 31.03.2019 (in Rs. Lakhs):

(Category 3, 4 and 5)

Sl. No.	Financial Year* (Any two FY out of FY 2016-17 / FY 2017-18 / FY 2018-19)	Turnover/Receipts (in Rs. Lakhs) – for category 3 & 5	Expenditure in CSR (in Rs. Lakhs) – for Category 4
1.	FY 2016-17		
2.	FY 2017-18		
3.	FY 2018-19		

Net Worth as on 31.03.2018 OR 31.03.2019 (in Rs. Lakhs):

(Authorized Signatory)

Stamped and signed

- It needs to be enclosed with the CA Certificate

CA Certificate

(On the letter head of the Chartered Accountant)

This is to certify the below details for the organization named .....

(Category 1)

Sl. No.	Financial Year* (Any two FY out of FY 2016-17 / FY 2017-18 / FY 2018-19)	Turnover/Receipts (in Rs. Lakhs)	
		Total	From Skill Development Training Programs
1	FY 2016-17		
2	FY 2017-18		
3	FY 2018-19		

Net worth as on 31.03.2018 or 31.03.2019 (in Rs. Lakhs):

(Category 3, 4 and 5)

Sl. No.	Financial Year* (Any two FY out of FY 2016-17 / FY 2017-18 / FY 2018-19)	Turnover/Receipts (in Rs. Lakhs) – for category 3 & 5	Expenditure in CSR (in Rs. Lakhs) – for Category 4
1.	FY 2016-17		
2.	FY 2017-18		
3.	FY 2018-19		

Net Worth as on 31.03.2018 OR 31.03.2019 (in Rs. Lakhs):

(Signature and Seal)

Certified by CA

Membership No.:

UDIN No.:



Annexure – 4J– Format for Declaration of Non-Blacklisted Organization

(To be executed on non-judicial stamp-paper of Rs. 100/-)

**TO WHOMSOEVER THIS MAY CONCERN**

This is to certify that we \_\_\_\_\_ (Name of the TSP) registered under \_\_\_\_\_ (Name of the Act) vide registration no. \_\_\_\_\_ do hereby declare and confirm that we have neither been black-listed nor bankrupt by any Ministry/ Department/ Board/Corporation / Any other entity of the Central or State Government or by any quasi-government or any Public Sector Undertaking or any bank or any Other Entity till date.

(Authorized signatory)

Stamped and signed

Notes: -

(To be executed on non-judicial stamp-paper of Rs. 100/-)

End of Document