



Guidelines of Application

for

Private Training Providers intending to implement PMKVY-CSSM scheme in West Bengal

**PASCHIM BANGA SOCIETY FOR SKILL DEVELOPMENT (PBSSD)
TECHNICAL EDUCATION TRAINING & SKILL DEVELOPMENT DEPARTMENT (TET&SD),
GOVT. OF WEST BENGAL**

1. Background:

The Government of West Bengal has an integrated approach to Skill Development in the State. As a part of this approach, focused interventions in Skill Development in an integrated manner are being made in the State. In the context of the same and with a view to provide for coordinated interventions in the domain of Vocational Education and Skill Development leading to sustainable gainful employment, the Government of West Bengal has set up the "Paschim Banga Society For Skill Development (PBSSD)".

Paschim Banga Society for Skill Development (PBSSD) is an autonomous society, registered under the West Bengal Societies Registration Act, 1961, under the Chair of the Chief Secretary to the Government of West Bengal. The Technical Education, Training & Skill Development Department provides the technical support to PBSSD and it is the nodal Department for all Skill Development interventions in the State. All non-institutional Government short term Skill Development interventions in West Bengal are being made under the aegis of PBSSD.

West Bengal has been allocated target under Centrally Sponsored State Managed (CSSM) component of Pradhan Mantri Kaushal Vikas Yojana (PMKVY). In the next financial year (2019-20) PBSSD intends to allocate **30,000** candidates under different job roles under the CSSM component of PMKVY.

2. Eligibility Criteria:

- a. The Training Provider/Training Centres are on SMART with "DEEMED READY" status by 12th July, 2019.
- b. The training provider must have vacant capacity to operate the scheme with immediate effect after the approval and accreditation process is completed. There must not be any other scheme getting operated in the applied training centres.
- c. Not have been blacklisted by any donor agency/State Government/Central Government or their undertaking. An affidavit must be submitted as per **Annexure I**.
- d. Training Providers are not allowed to franchising or sub-letting the training interventions.

3. Proposal Processing Fee & SMART Accreditation Fees:

An applicant would be required to pay a non-refundable Proposal Processing Fee of **INR 25,000** (Indian Rupees Twenty Five Thousands only) as NEFT to the below account details:

In the Name of: PASCHIM BANGA SOCIETY FOR SKILL DEVELOPMENT

Bank Name: HDFC Bank Ltd.

Branch name: Salt Lake Sector V Branch

Branch Code: 0718

IFSC: HDFC0000718

Account No: 50100224456840

In case target has been allotted to a training centre during phase I & II, the respective training provider will be exempted the above mentioned Proposal Processing Fee of INR 25,000.

4. Project Appraisal and Approval:

PBSSD has a Project Approval and Sanctioning Committee (PASC) for finalization of the projects.

Once the projects are approved the Training Providers and Training Centres would be required to obtain the SMART accreditation and affiliation.

Once obtained an Engagement Letter with all the terms and conditions would be issued to the training provider.

5. Letter of Engagement:

A letter of engagement would be issued to the selected training providers. The Training Providers would be required to submit a Letter of Acceptance to the Letter of Engagement along with the Performance Bank Guarantee.

6. Performance Bank Guarantee (PBG):

The selected Training Provider would be required to furnish a performance bank guarantee of 2% of the estimated project value as mentioned in the Engagement Letter.

The performance bank guarantee must be of 2 years and 6 months and should be from any scheduled commercial bank.

The PBG may be forfeited if the training provider fails to fulfil its obligation under the terms as mentioned in the Letter of Engagement. The decision of the Project Director, PBSSD would be final in this regard and would be binding on the training provider.

7. Application Process

The training providers must apply according to the forms as given in the annexures. Note the following points while applying for:

- a. The form named "Application Form_PMKVYCSSM Phase III" is available at www.pbssd.gov.in. In case available, the applicant must mention SMART TP/TC ID in the forms at the places as demanded. PBSSD may ask additional documents/information during the evaluation phase which may not be captured in the abovementioned form.
- b. The applications along with the excel sheet (application form) as mentioned i.e. must be sent to pmkvycssmwb@gmail.com by **12th July, 2019**. Any application after the date would not be considered. In this case, the timestamp in the email as received would be final.
- c. The applications would be considered as a First Come First Serve basis till the exhaustion of the target. Once exhausted no further proposal would be considered. Only in exceptions, where allotted targets are forfeited, next proposals in line would be considered. Allocation process would adhere to the PMKVY-CSSM guidelines.

- d. The applicant must fill up the excel sheet named “**PMKVYCSSM Phase III**” with SMART approved course only and mail the same along with **Annexure I & II**. Also, the **RTGS confirmation (challan/screenshot)** must be mailed along with the application. No hard copy would be accepted by PBSDD. Hard copies may be submitted only when asked by PBSDD.

Details of the Annexures:

<u>Annexure No.</u>	<u>Annexure Details</u>	<u>Additional Information</u>
Annexure I	Affidavit for not being blacklisted	As per the format in Annexure
Annexure II	Self-Declaration	As per the format in Annexure

8. Funding Pattern:

Stage	Regulated Percentage of Fund Release
After the candidates having covered at least 15% of the course hours	15%
After Assessment & Certification	65%
After Placement of Candidates	20%

The above payment schedule is subject to the following:

- i. The second tranche would be calculated on the basis of candidates actually certified.
- ii. The dropouts will not be considered for 2nd and 3rd tranche. The 1st tranche of payment of the dropouts would be adjusted in next tranche.

All other payment terms and conditions would follow the PMKVY-CSSM guidelines.

For any difficulty, please mail to pmkvycssmwb@gmail.com

9. Annexure I

<< An affidavit on a non-judicial stamp paper of INR 100/- by Company Secretary/ Authorized Representative and Signatory of the Applicant with his/her dated Sign and Seal >>

AFFIDAVIT

We, <<M/s Applicant organization's name>>, having its registered office at <<Office address>>, do hereby declare that we have not been blacklisted/ debarred by any donor agency/ State Government/ Central Government authority to conduct any type of training for breach on our part.

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signatory)

Date:

Place:

10. Annexure II

Self-Declaration

<< Declaration to be submitted under the signature of Authorized Representative / Signatory of the applicant agency on official Letterhead and official seal >>

To whomsoever it may concern

On the basis of registration document/certificates, we M/s (Name of agency), having office at (Office address), hereby give our consent for following as per norms of PMKVY-CSSM/PBSSD (As amended from time to time):

1. To run and maintain the selected training centers as per given specification in the guideline with specified capacity.
2. To maintain sufficient space, furniture, equipment, tools, trainers, training aids, induction kit, trainers' as well as trainees' books, raw material, electricity, water supply and other essentials including branding of program as per PBSSD norms required for imparting training to youth in the proposed course(s) during entire period of training.
3. To mobilize and counsel youth for training and taking up a job, wherever available (wage/self-employment) after training.
4. To hire/engage competent and eligible trainer(s) to undertake training in the proposed courses
5. To adhere to the attendance system and bio-metric devices as per PMKVY/PBSSD guideline
6. To arrange assessment and certification of trained youth through as per PMKVY/PBSSD guideline
7. To arrange employment for trained youth as per PMKVY/PBSSD guideline
8. To ensure tracking of youth as per PMKVY/PBSSD guideline.
9. To maintain records of trainings, invoice generated and amount received including placement details for 4 years post training and payments.

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signatory)

Date:

Place: