

CORRIGENDUM – 1

to Expression of Interest (e-Tender)

For

Empanelment & selection of Training Providers for Recognition of Prior Learning (RPL) component under under Pramod Mahajan Kaushalya V Udyojakta Vikas Abhiyan (PMKUVA)

The applicants are required to kindly consider the following corrigendum pertaining to the aforementioned RFP:

Sr. No.	Existing Clause	Clarifications sought	Response from MSSDS
1	Clause -6 – a – iii Have average annual turnover of Rs. 3 Crore in the past three consecutive years out of which minimum Rs. 2 Cr from Skill Development Training activities and shall have a positive networth for the last two consecutive financial years	<ol style="list-style-type: none"> Overall Turnover shall be reduced due to Covid 19 pandemic Last 15 months there has been no skill training hence the question of having turnover of skill training seems difficult for the training partners. 	<p>Considering queries raised by potential applicants mentioning reason of Covid 19 pandemic & its impact on skilling ecosystem, amended Clause 6 – a- iii is as followed:</p> <p>clause – 6 – a – iii and applicants shall consider the clause as follows –</p> <p>Have average annual turnover of Rs. 2 Crore in the past three years out of which minimum Rs. 50 Lakhs from Skill Development Training activities and shall have a positive networth for the last two consecutive financial years.</p> <p>In case any organization has received work order/s regarding skill development training from any Govt. department whose worth is minimum Rs. 1.5 Cr (average worth is minimum Rs. 50 Lakhs for last three years) that can also be considered. In this case, applicant organization need to submit notarized declaration (along with supporting document/s) that they have accepted the work order and commenced / completed the work however amount of that work is not reflecting in turnover due to ----- (need to mention reason) reasons.</p>
2	Page 15, Point 6)a)iv) says: Applicant organization shall have at least 1 year of experience in the proposed sector(s)	Does it mean that the TP should have conducted STT or RPL for atleast 1 year in the proposed sector(s)	<ul style="list-style-type: none"> TP should have conducted training under STT or RPL or Special project for atleast 1 year in the proposed sector(s). They will be given top weightage in the particular evaluation parameter. Paid training experience may be accepted.
3	Requirement of Audited and CA Certified Financial		<ul style="list-style-type: none"> For the FY 2020-21, MSSDS may consider provisional financial statements. However,

(12)



Sr. No.	Existing Clause	Clarifications sought	Response from MSSDS
	Statements for FY 2020-2021		these need to be certified by CA.
4	Point No. 31- Proposed Implementation Plan		<ul style="list-style-type: none"> Along with Proposed Implementation Plan applicants need to submit the Project Proposal (Application) in the template given in Annexure (2)

* Clarification on Queries raised during Pre-Bid Meeting are provided in Annexure (1) of this document

Sr. No.	Existing Clause	Clarification sought	Response from MSSDS
1	Clause 4-2-iii Have average annual turnover of Rs. 3 Crore in the past three consecutive years out of which minimum Rs. 2 Crore from Skill Development Training activities and shall have a positive network for the last two consecutive financial years	1. Overall turnover shall be reduced due to Covid 19 pandemic 2. Last 2 months there has been no skill training hence the question of having turnover of skill training seems difficult for the training partner.	Considering queries raised by potential applicants mentioning reason of Covid 19 pandemic & its impact on existing ecosystem, amended Clause 4-2-iii is as follows: Clause 4-2-ii and applicants shall consider the clause as follows - Have average annual turnover of Rs. 2 Crore in the past three years out of which minimum Rs. 20 Lakhs from Skill Development Training activities and shall have a positive network for the last two consecutive financial years. In case any organization has received work orders regarding skill development training from any Govt. department whose worth is minimum Rs. 12 Crore (average worth is minimum Rs. 20 Lakhs for last three years) that can also be considered in this case, applicant organization need to submit detailed declaration (along with supporting documents) that they have accepted the work order and completed / completed the work however amount of that work is not reflecting in turnover due to — (need to mention reason).
2	Page 12, Point (b)(ii) says: Does it mean that the TP Applicant organization should have conducted STT for at least 1 year or experience in the proposed sector (a) (b)(ii)?	TP should have conducted training within STT or IPR or Special project for atleast 1 year in the proposed sector. They will be given top weights in the particular evaluation criteria.	<ul style="list-style-type: none"> TP should have conducted training within STT or IPR or Special project for atleast 1 year in the proposed sector. They will be given top weights in the particular evaluation criteria. Full training experience may be accepted. For the FY 2020-21, issues may consider provisional financial statements. However,
3	Requirement of Audited and CA Certified Financial		

Annexure (1): Clarification on the Queries raised during Pre Bid Meeting by the Prospect Bidders:

Sr. No.	Existing Clause	Clarifications sought	Suggested Changes/Suggestions from Bidders	Response from MSSDS
1	Clause -6 – a – iii Have average annual turnover of Rs. 3 Crore in the past three consecutive years out of which minimum Rs. 2 Cr from Skill Development Training activities and shall have a positive network for the last two consecutive financial years	3. Overall Turnover shall be reduced due to Covid 19 pandemic 4. Last 15 months there has been no skill training hence the question of having turnover of skill training seems difficult for the training partners.	1. Requirement of Overall turnover to be reduced from Rs. 3 Cr to 1 Cr and reduce skilling turnover from Rs. 2 Cr to 1 Cr or Rs. 50 lakhs. 2. Having received any kind of work orders of skill training from any Govt. department worth more than Rs. 50 Lakhs should be a better or simpler way.	Considering queries raised by potential applicants mentioning reason of Covid 19 pandemic & its impact on skilling ecosystem. Amended Clause is as followed: clause – 6 – a – iii and applicants shall consider the clause as follows – Have average annual turnover of Rs. 2 Crore in the past three years out of which minimum Rs. 50 Lakhs from Skill Development Training activities and shall have a positive network for the last two consecutive financial years. In case any organization has received work order/s regarding skill development training from any Govt. department whose worth is minimum Rs. 1.5 Cr (average worth is minimum Rs. 50 Lakhs for last three years) that can also be considered. In this case, applicant organization need to submit notarized declaration (along with supporting document/s) that they have accepted the work order and commenced / completed the work however amount of that work is not reflecting in turnover due to ---- (need to mention reason) reasons.
2	Clause 6-d Applicant organization shall have done 'Sample Survey' for the sectors to which they are applying in accordance with PMKUYA RPL guidelines.	Sample survey of entire Maharashtra is not possible looking to the pandemic, hence survey of some districts can be done to show the need of the RPL. What is the required Sample Size?	Sample survey of 2-3 Districts and rest Undertaking can be given to submit the survey later on if the project is granted. Kindly specify the norms, requirements and size of the Sample Survey.	As mentioned in the EOI, please refer GR of Skill Development, Employment & Entrepreneurship Department, dt. 10.03.2021 for more details on sample survey. As per PMKUYA RPL guidelines, minimum sample size is 5% of the total target proposed.

Sr. No.	Existing Clause	Clarifications sought	Suggested Changes/Suggestions from Bidders	Response from MSSDS
3	Annexure 2 & 3	Annexure 2: Technical proposal covering letter & Annexure 3: Format for Power of Attorney require signatures of the board of directors in the prescribed template. However, the board is unable to convene frequent physical meeting due to the ongoing pandemic and nationwide curfews. This would make it difficult for us to seek signatures of board on the templates.	Request to let us know if we can submit an already signed PoA by the board to authorize the signatory. Along with the created PoA, we will submit both the Annexures 2 & 3 signed by our authorized signatory.	Considering pandemic situation MSSDS may accept already signed PoA. But this shall be supported by at least email confirmation by the concern directors clearly mentioning their consent & PoA.
4	Annexure 7	Will jobroles remain same as given in EOI? Or is there any flexibility to choose the other jobroles		Applicant can apply for only those jobroles which are mentioned in the EOI.
5	Page 11, Point VII says: Empaneled training partner shall follow Accreditation, Affiliation & Continuous Monitoring of Training Centres for the Skills Ecosystem, Branding and Communication Guidelines for program implementation as per the defined norms/criteria in PMKUVA -RPL.	Does the TP need to have an Accredited & Affiliated TC for the specific Roles applied for under PMKUVA RPL for RPL TYPE 1 & 2?	Since RPL is typically conducted under Type 1 i.e. Camp site, we suggest and request that the requirement of Accredited & Affiliated TC may please be dispensed with. RPL will take place at either the Camp or place of employer etc., so there is no need for an accredited TC in our humble opinion	Requirement of Accredited & Affiliated TC is only if applicant is applying for RPL type 1 is RPL at camps, RPL type 2 is at Employer premises. However, during evaluation of applicants, some weightage may be given to applicants having accredited & affiliated TCs.

Sr. No.	Existing Clause	Clarifications sought	Suggested Changes/Suggestions from Bidders	Response from MSSDS
6	Page 11, Point XII says: Trainers should match education qualification & experience criteria as mention in Model Curriculum of job role and/or as desired by SSC guideline. Assessment and Certification of trainer with respective SSC is mandatory for imparting training under RPL.	Do we need to have ToT Certified Trainers Prior to application under this RfP or can TP get on board ToT certified Trainers post allocation of Work Order under this RfP?	Due to the Pandemic previously hired ToT trainers may not be readily available. Further more due to the lockdown no fresh ToT is being conducted. Hence, we humbly suggest and request that TP be to onboard ToT certified trainers AFTER they have been awarded WO under this RfP	In order to ensure preparedness & timely completion of the project, applicant organization who have minimum 15 ToT certified trainers (at the time of application) in the particular sector / job role for which they are applying, they will be given top weightage in the particular evaluation parameter. For imparting training under RPL component, it is mandatory to have ToT certified trainer.
7	Page 15, Point 6)a)iv) Applicant organization shall have at least 1 year of experience in the proposed sector(s)	Does it mean that the TP should have conducted STT or RPL for atleast 1 year in the proposed sector(s)	We humbly suggest that TP should be required to have 1 or 2 years' experience in any government scheme rather than specifically in the proposed sector. Further please clarify if Paid Training experience will be an accepted criteria.	TP should have conducted training under STT or RPL or Special project for atleast 1 year in the proposed sector(s). They will be given top weightage in the particular evaluation parameter. Paid training experience may be accepted.
8	Page 15, Point 6)c) says: Applicant organization shall provide a sample proof of the study material at the time of submission of proposal	Does the Applicant have to have their own Study Material or is the NSQF aligned Curriculum acceptable?	We suggest and request that the SSC approved and NSQF aligned Model Curriculum be the universal study material since it will bring about uniformity in RPL and assessment. If different Study Materials are used by different Applicants, it may be challenging to assess the individual Study Materials on various parameters. If our suggestion is accepted, kindly delete this clause/requirement.	Based on NSQF aligned model curriculum, findings of sample survey & nature of beneficiaries, applicant shall provide a sample proof of study material at the time of submission of proposal. If not, then such applicant shall be given least (zero score) weightage in the particular evaluation parameter.
9	Page 15, Point 6)e) says: Applicant organization in its	Kindly clarify if the Applicant should have	Request that the requirement be amended to minimum 2000 people trained under any	Applicant organization should have trained minimum 2000 people overall under the particular Sector

Sr. No.	Existing Clause	Clarifications sought	Suggested Changes/Suggestions from Bidders	Response from MSSDS
	TP or TC should have minimum 2000 People in the particular sector in which they intends to propose or wish to apply the RPL.	minimum 2000 people overall under Skill India or under the particular Sector. Will be the proposal considered if applicant organization is having experience of other Jobrole / sector? or shall require the experience of particular jobrole only? Experience requirement shall be in RPL or can it be considered for STT for the desired Job Role.	sector through TC(s) duly Accredited and Affiliated on Skill India Portal. Please change it as experience of training to 2000 candidates	(irrespective of Jobrole & type of training either RPL/ STT/ Special project) in which they wish to apply for RPL. Organization who fulfils minimum eligibility criteria can submit their proposal. However, preference /weightage may be given to applicants who fulfils other criteria as well, in the overall evaluation & scoring.
10	Page 15, Point 6)f) says: Applicant organization shall have certified trainer which should not be less than 15 from particular SSC Preference may be given to such applicants. Applicant need to submit ToT Certificates of Trainers	Kindly clarify if the Applicant is required to have 15 ToT Certified Trainers under the particular SSC from which application is being made under this RfP for RPL, at the time of application. Minimum requirement of ToT certified Trainers is for particular jobrole / sector?	suggest and request that there should not be any condition for 15 ToT Trainers at the time of submitting the application under the RfP. TPs should be permitted to onboard ToT certified trainers AFTER they have been awarded WO under this RfP. The number of ToT Trainers required by the Applicant would depend on the target quantity allocated under the RfP and so pre-determining 15 Trainers may not be justified. ToT can be done after project approval	In order to ensure preparedness & timely completion of the project, applicant organization who have minimum 15 ToT certified trainers (at the time of application) in the particular jobrole for which they are applying, they will be given top weightage in the particular evaluation parameter.
11	Page 16 says: The RPL beneficiaries proposed should be	Kindly clarify which beneficiaries are referred to here		This point is applicable only for Trainee Chef Jobrole. As mentioned in Annexure 7, beneficiaries for

Sr. No.	Existing Clause	Clarifications sought	Suggested Changes/Suggestions from Bidders	Response from MSSDS
	authenticated by the concerned department	and which department will be authenticating and when this authentication will be carried out		trainee chef jobrole must be Mid-Day Meal Workers working in Aided & Government Schools in the state of Maharashtra. In this case, authentication shall be done at the time of sample survey as well as training and applicant need to get authentication of these beneficiaries from concern officer in the education department.
12	Requirement of Audited and CA Certified Financial Statements for FY 2020-2021		Since Financial Statements for FY 2020-21 are not required to be finalised by May 2021 under Companies Act and Income Tax Rules, applicants may kindly be permitted to submit Provisional Results for FY 2020-21. Further, due to the ongoing pandemic induced lockdown a lot of delays in accounts finalization are taking place which may hamper submission of Audited Financials	For the FY 2020-21, MSSDS may consider provisional financial statements. However, these need to be certified by CA.
13	Point no.3	General Conditions	For project application, consortium shall be allowed?	No, consortium is not permitted for this EOI.
14		What will be the scoring criteria for awarding the contract	Can the applicant get scoring parameters	<ul style="list-style-type: none"> Scoring parameters are mainly based on the various criteria's mentioned in the point no. 6 – Shortlisting Criteria of the EOI document. MSSDS RPL screening committee & SDEED Executive committee may change the parameters.

Response from MSDE	Suggested Changes/Comments from Bidders	Classification	Existing Class	Sl. No.
<p>Annexure 2 Project Proposal Template (RPL Type 1/2/3) RPL PROJECT PROPOSAL UNDER PMKUVA Instructions for preparing a RPL project proposal</p> <ul style="list-style-type: none"> • Please read all the instructions carefully. • Kindly provide relevant information in the given order of this template. Please avoid deviations from the template format. • All fields are mandatory unless otherwise specified. No Para / Sub Para is to be left blank. Where not applicable indicate accordingly. • This template is only for RPL Type 1/2/3. • Submission of ground survey report of the prospective beneficiaries (minimum sample size of 5%) for each job role is mandatory. • PIA to avoid attaching documents that have no direct bearing with the information required to evaluate a proposal. • PIA to ensure that all information provided is correct and verified and no available material information has been suppressed. • Each application to consist of five sections: <p>1) Project Overview, 2) Project Execution, 3) Project Monitoring, 4) Project Financials, and 5) Annexures</p> <ul style="list-style-type: none"> • Under each section, there may be sub-headers, for which the applicant needs to provide the relevant information. • All supporting documents should be on the organizations' letter head, stamped with organizations' seal and signed by the authorized person. • The Project Proposal may undergo several rounds of review and revisions before final approval by the SDEED Executive Committee. Please be informed that submission of this application does not mean or indicate acceptance of the proposal and/or any commitment of approval/allocation of targets for the project. 				
		General Conditions - If project submission for the project, bidder shall be allowed?	13	
		What will be the criteria for the applicant for awarding the contract?	14	

Declaration (To be filled by PIA)

I, _____(full name of competent authority from Applicant Organisation), _____(designation), hereby declare that I have read and understood the aforementioned instructions and the information and supporting documents submitted in this application to conduct of Recognition of Prior Learning (RPL) under Pramod Mahajan Kaushalya V Udyojakata Vikas Abhiyan (PMKUVA) are true and correct to the best of my knowledge. All responses are full and complete, omitting no material information.

Signature of Competent Authority and Stamp from Applicant Organisation

Date (dd/mm/yyyy)

SECTION 1: PROJECT OVERVIEW

Parameters		Documentary evidence
Project Title:		
Name of Project Implementing Agency (PIA):	There can be only one PIA per project	
Applicant Type (SSC/ Non SSC):		
Project Type (Type 1,2,3):		
Name of SSC, if PIA is Non SSC:		
Mobilization Agency(s): <i>Not applicable for Project Type 2</i>	1. Name of Mobilizing Agency 1	
	2. Name of Mobilising Agency 2	
	3. Name of Mobilising Agency 3	
Participating Employer(s): <i>Not applicable for Project Type 1 and 3</i>	1. Name of Participating Employer 1	
	2. Name of Participating Employer 2	
	3. Name of Participating Employer 2	
Name of RPL Facilitator Organization(s):	1. Name of RPL Facilitator 1	
	2. Name of RPL Facilitator 2	
	3. Name of RPL Facilitator 3	
Name of Assessment Agencies:	1. Name of Assessment Agency 1 2. Name of Assessment Agency 2	
Project Locations (districts covered):	<<Total number>> of RPL Locations across <<number>> states States covered: 1. District 1 2. District 2	
Job Role(s) Proposed:	1. Name of Job Role 1 as Per QP (Job Role Code) (NSQF Level) 2. Name of Job Role 2 as Per Qualification Pact (Job Role Code) (NSQF Level --)	
Total RPL Targets Requested:	<<number>>	Targets allocated till date under PMKVY 2.0 RPL*: <<number>>
Project Duration (max. 12 months):	<<number>> months	

*Under PMKVY (2016-2020)

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<p>Sample Survey Findings (Summary) Applicants shall undertake a sample survey justifying the need for the RPL activity hereby proposed.</p> <ul style="list-style-type: none"> • The minimum sample size shall be 5% of proposed RPL Location. • The candidate survey data should mention the following details of the targeted beneficiaries : <ul style="list-style-type: none"> ➢ Name of the candidate ➢ Contact details of the candidate ➢ Previous number of years of experience in the Job Role for which RPL certification is being proposed • If the applicant fails to conduct the sample survey for any of the proposed location(s), the final targets shall be reduced proportionately. • The applicant shall submit a two (2) page executive summary highlighting the following : <ul style="list-style-type: none"> ➢ Objective of the survey ➢ Method used to conduct the survey ➢ Findings from the survey 	<p>Parameters</p> <p>Project Title</p> <p>Name of Project Implementing Agency (PIA)</p> <p>Applicant Type (SAC)</p> <p>Project Type (Type 1, 2, 3)</p> <p>Name of SAC</p> <p>Proposed Location(s)</p> <p>Not applicable for Project Type 1</p>
<p>The sample survey shall focus on finding the knowledge, productivity and performance gaps/challenges faced by Target Beneficiaries in the location/locations proposed. It is expected that the RPL activity proposed will alleviate some of these gaps/challenges through the Orientation or Bridge Course and Skill Certification.</p> <p>Applicants shall attach detailed findings in a separate document. See Annexure 5.6 for format in which detail findings to be reported. The proposal stands rejected if the applicant fails to submit the sample survey with the above mentioned details.</p> <ol style="list-style-type: none"> a. Reason for selection of proposed job role and locations; b. Who are the target beneficiaries? c. Knowledge, productivity and performance gaps or challenges faced by Target Beneficiaries in location/location proposed: 	<p>Participating Employer(s)</p>
<p>1.2 Purpose of RPL Project:</p> <p>1.3 Basis the findings of the Sample Survey, describe how this project is going to benefit the target beneficiaries (Please limit your response to not more than 800 words).</p> <p>a. Indicate tangible benefits to the candidate from undertaking RPL under this project.</p>	<p>Name of Assessment Agency</p> <p>Name of Assessment Agency</p> <p>Project Location (District)</p> <p>Project Location (Pincode)</p> <p>Job Role(s) Proposed:</p> <p>1. Name of Job Role 1 as per QR (Job Role Code) (RPL Level)</p> <p>2. Name of Job Role 2 as per Question Bank (Job Role Code) (RPL Level)</p> <p>Total RPL Target Beneficiaries</p> <p>Project Duration (max. 15 months)</p>

b. Is the PIA going to assist target beneficiaries in attaining any of the following during RPL?

SN.	ITEM	YES (Y) / NO (N)	Remarks (if any)	Documentary evidence (if any)
1	Formalised Market Connect			Documentary proof stating tie up with any agency
2	Skills Premium/Industry Recognition		<i>If Yes, kindly specify form of Skills Premium/Industry Recognition</i>	Documentary proof stating preference to RPL certified person in recruitment, promotion or any other industry recognition
3	Bank Loans/ Financing		<i>If Yes, kindly specify type of Bank Loan</i>	Documentary proof stating the tie up with any bank/ agency for the provision of loans
4	Licenses		<i>If Yes, kindly specify type of Licenses</i>	Documentary proof from the licensing agency
5	Course on Digital Transactions (E-Wallet)			
6	Pay hike		<i>If Yes, kindly specify the margin by which the candidate's salary would be increased post RPL training</i>	Documentary proof stating the commitment on pay hike of certified persons
7	Placements			Documentary proof stating letter of recruitment or tie ups with placement agencies which will recruit candidates post RPL training as per the specific project

1.2 Proposed RPL Locations, Job Roles and Target Details of Project:

In RPL, the Location in which the RPL activity will be conducted is important. Applicants are therefore required to provide full name (i.e. Project Type 1 – Name of Venue, Project Type 2 – Company Name & Project Type 3- Training Centre Name) and address of location in which it will be conducting the RPL activity.

S.no	State	District	Location Name (where RPL will be conducted)	Address (full postal address including PIN)	Job Role Names (NSQF Level)	Proposed target per job role (in numbers)	Number of batches in a month	Number of candidates per batch	Documentary proof (if any)
1.									Proof of tie-up with the stated locations where the training will be conducted
2.									
3.									<i>If the applicant fails to provide the documents (any or all of the tie ups) the targets shall be reduced proportionately</i>
TOTAL									

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1.3 Proposed RPL Locations, Job Roles and Target Details of Project:

In RPL, the Location in which the RPL activity will be conducted is Important. Applicants are therefore required to provide full name (i.e. Project Type 1 – Name of Venue, Project Type 2 – Company Name & Project Type 3- Training Centre Name) and address of location in which it will be conducting the RPL activity.

S.no	State	District	Location Name (where RPL will be conducted)	Address (full postal address including PIN)	Job Role Names (NSQF Level)	Proposed target per job role (In numbers)	Number of batches in a month	Number of candidates per batch	Documentary proof (If any)
4.									Proof of tie-up with the stated locations where the training will be conducted
5.									If the applicant fails to provide the documents (any or all of the tie ups) the targets shall be reduced proportionately
6.									
TOTAL									

SECTION 2: PROJECT EXECUTION

2.1 (a) Mobilization Strategy

Project Type 1 & 3

It is encouraged that PIA submit field linkages indicating access to a data base or network of potential beneficiaries for Project Type 1 and 3.

Letters of support/participation to be attached with proposal. The letter is to mention location in which support will be provided as well as number of potential beneficiaries in the location.

If the applicant fails to provide the documents (any or all of the agencies) the targets shall be reduced proportionately.

If a mobilisation agency is engaged, a profile of the agency is to be submitted (see Annexure 5.4).

SN.	Name of Mobilising Agency	State	District	Location Name	Number of People being targeted	Past Experience of Mobilising Agency	Documentary evidence (Mandatory)
1	Name of Mobilising agency 1						Proof of Mobilization in the form of Letter of Intent (LOI) or Memorandum of Understanding (MoU) by all the entities (panchayats, unions, corporates etc.) involved in mobilization of the project specific to the location and the number of candidates being targeted by the agency.
2	Name of Mobilising agency 2						
							In case the PIA is also the mobilizing agency, provide

evidence of having conducted similar activity previously.

If the applicant fails to provide the documents (any or all of the agencies) the targets shall be reduced proportionately.

3	Name of Mobilising agency 3				
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2.1 (b) Project Type 2 – Participating Employers

Letter of Interest (LOI) from participating companies under Project Type 2 is to be attached. LOI to mention location in which RPL activities shall be conducted and the number of target beneficiaries within each location. Incorporation numbers of participating companies to be mentioned in LOI.

If an Employer is engaged, a profile of the agency is to be submitted
 If the applicant fails to provide the documents (any or all of the agencies) the targets shall be reduced proportionately.

SN.	Name of Employers Involved	State	District	Location Name	Number of People being targeted	Documentary evidence (Mandatory)
1	Name of Participating Employer 1					Letter of Intent (LOI) signed by all the employers involved in the scheme showcasing industry and corporation involvement
2	Name of Participating Employer 2					If the applicant fails to provide the documents (any or all of the participating employers) the targets shall be reduced proportionately
3	Name of Participating Employer 3					

2.2 Pre-Screening Form (to be validated by MSSDS / SSC)

PIA shall submit validated pre-screening format sheet developed for each RPL Job Role. Pre-Screening Form to capture the candidate's profile, level of work experience, source of existing knowledge and skills, and any other pertinent information. The PIA is expected to collect supporting documentation and evidence from the candidate.

2.3 Orientation Content (to be validated by MSSDS / SSC) :

As per the RPL Guidelines, the Orientation content of each candidate shall be a minimum of 12 hours and shall include the following:

S. no	Activity	Minimum Duration
1.	Domain Training (clarifying any doubts/gaps a candidate may have with respect to the Job Role including the topic of Health and Safety)	6 Hours

2.	Soft Skills and Entrepreneurship Tips specific to the Job Role (Financial and digital literacy training are mandatory)	4 Hours
3.	Familiarization to the Assessment Process and Terms	2 Hours

Applicants to specify the topic and subtopics to be covered under each of the aforementioned areas, the duration for each topic and expected outcome.

The topics and subtopics proposed shall be aligned to the findings of the sample survey. It is mandatory that a lesson on digital transactions be imparted.

S.no	Topic & Subtopics	Duration (in hours)	Outcome
Job Role 1			
1			
2			
3			
Job Role 2			
1			
2			
3			

2.4 Bridge course details, if proposed (MSSDS & SDEED will decide applicability of bridge training and whether to accept or not)

(content to be validated by SSC / MSSDS)

Bridge course shall not be of more than 68 hours in duration. Accordingly, Bridge course shall be over and above the minimum 12 hours of orientation. The additional topics and subtopics proposed to be covered under Bridge Course shall be aligned to the findings of the sample survey. Bridge course shall focus on both Core and Non-Core NOSs of the job role, however inclusion of at least one Core NOS is mandatory.

2.4.1 Provide justification for Bridge Course

Applicant to justify the requirement of a bridge course for candidates in this project

S. no	Job role (name)	Justification for Bridge Course	Bridge Course Duration (additional hours required over and above the minimum 12 hours)
1			
2			
3			

2.4.2 PIA to Provide the Bridge course content applicable for each job role. Indicate a summary of Topics of the same below.

S.no	Job role (name)	Topic of Bridge Course	Duration (in minutes/hours)
1			
2			
3			
4			
5			
6			
7			

2.5 Job-Role Specific Kit (MSSDS / SDEED may change the provision if required)

Following items shall be mandatorily provided to candidates during orientation.

- 01 PMKUVA T-shirt/Jacket
- 01 PMKUVA Cap

All aforementioned items are to be procured from MSSDS / NSDC empaneled vendors (Details of the same will be provided later.

Over and above the above mentioned items, PIA may give additional job role specific items. Details to be mentioned below.

S.	Job role name	List of Additional Items in Kit	Justification for the additional items

no.		
1.		
2.		
3.		

Sample of Additional Items to be provided to Executive Committee for Approval:

2.6 Media Coverage

Describe what efforts will be made to ensure that the project receives sufficient media coverage on the following platforms: Print, Electronic (Radio and TV) and Social Media Summarize the plan in tables below

a. Print Media:

Type (Newspaper/ Magazine/ Tabloid/ Others please specify)	Frequency
<Type> (Name)	
<Type> (Name)	
<Type> (Name)	

b. Outdoor Advertising:

Type (Brochure/ Flyer/ Standee/ Other please specify)	Frequency
<Type> (Name)	
<Type> (Name)	
<Type> (Name)	

c. Digital Media:

Type (Electronic - website/ Social - Facebook, LinkedIn, Twitter/ Television Advertisements/ Other please specify)	Frequency
<Type> (Name)	
<Type> (Name)	
<Type> (Name)	

d. Radio Engagement:

Type (Govt. / Non-Govt. channels/ Local Radios/ Other please specify)	Frequency
<Type> (Name)	
<Type> (Name)	
<Type> (Name)	

SECTION 3: PROJECT MONITORING

3.1. Team from Applicant Organization Overseeing On-ground Implementation

Please specify the individual/team from the applicant side that will be overseeing the on-ground implementation.

Team From Applicant Organization

S.no	Name	Qualification	Designation	E-mail	Phone Number
1					
2					

SECTION 4: PROJECT FINANCIALS

Select and fill the cost breakdown as per the type of project proposed. Applicant should indicate the total project fund that will be utilized in accordance to the costs heads and ceilings indicated. PIA to fill in all expense heads specified. Separate cost calculation sheets for cost heads associated with PIA payout shall be submitted along with this proposal.

Details of total project cost

S. no	Cost Head	Scheme Amount Per Candidate (Rs.)	Total Project Amount Proposed (in Rs.)	% of Total Amount Proposed	Total Amount Proposed Per Candidate (in Rs.)	Remarks, if any
1	PIA payout per candidate (Variable Cost)					
a.	Mobilization expenses (Maximum per candidate cost: Rs. 200) (Not to be included in Type 2 projects)					
b.	Orientation expenses					
c.	Branding and publicity expenses (Maximum per candidate cost: Rs. 100)					
d.	Job role-specific kit expenses (Maximum per candidate cost: Rs. 200)					
	01 PMKUVA Standard T-shirt/ Jacket (Fixed per candidate cost: Rs.120)					
	01 PMKUVA Standard Cap (Fixed per candidate cost: Rs. 40)					
	Other additional items (please add more rows, if required)					
2	Assessment payout per candidate (Subject to change from Notification of MSDE/NSDC/SDED/SSC)					
	NSQF Level	Common Norms Category	1	2	3	
10						
9		Senior Level/ Specialized, Executive level	1125	937.5	750	
8						
7						
6		Mid - Level/ Administrative Employment	975	825	675	
5						
4						
3		Entry level/ Operational Employment	900	750	600	
2						
1		Pre - employment (For schools) / Non - Organizational	525	450	375	
3.	Candidate payout		500 to 1000			
	Total cost for entire project (No. of RPL candidates * Cost per candidate)					

*PIA may add expenses for bridge

SECTION 5: ANNEXURES

List of Annexures required to be filled and submitted with Project Proposal

5.1 Information on PIA: (MANDATORY)

Name of PIA:		Educational Qualification		Past experience		Any awards/ recognition		Documentary evidence (Mandatory)
Name of Promoter	Designation of SPOC:	Contact Number of SPOC:	Email ID of SPOC:	Name of Promoter	Designation of SPOC:	Contact Number of SPOC:	Email ID of SPOC:	
Official Website of PIA:								
Promoter Details :								
a. Total Revenue of PIA for Last 3 (Three) Financial Years :								
b. Net worth of PIA for Last 3 (Three) Financial Years								
c. PIA's Revenue from skill development activities								
<ol style="list-style-type: none"> 1. Certificate of Incorporation 2. PAN Card 3. CA audited complete financial statements from the last 3 (three) financial years. For FY 2020-21 MSDDs may consider provisional statement. Net worth to be clearly indicated. 4. Documentary proof for any past achievement / recognition being mentioned for the Promoters. 								

3

5.2 Information on RPL Facilitator Organization(s):

Provide a profile of each RPL Facilitator Organization participating in this project in the table below. The RPL Facilitator Organization, may be the PIA or Training Provider(s) engaged to conduct the counselling, pre-screening and orientation (+Bridge Course) of candidates on behalf of PIA. Participating RPL Facilitators shall be TOT Certified by the concerned SSC.

Name of RPL Facilitator Organization 1:		Supporting Documentation Required:	
Official Website of RPL Facilitator Organization 1:			
Promoter Details :			
Name of Promoter	Educational Qualification	Past experience	Any awards/ recognition
Name of SPOC:	Designation of SPOC:	Contact Number of SPOC:	Email ID of SPOC:
Year of Incorporation:	Yes / No	If Yes, specify year of affiliation:	Letter of Incorporation
Affiliation concerned SSC	Yes / No	If Yes, specify year of affiliation:	If yes, Attach Affiliation Certificate
Affiliation with NSDC	Yes / No	If Yes, specify year of affiliation:	If yes, Attach Affiliation Certificate
Past Performance	PMKVY / PMIKUVA	Fee Based Programmes of NSDC or any other agency	Documentary proof in the form of work orders or testimonials for all the mentioned experience. If the applicant fails to provide the documents (any or all of the agencies) the targets shall be reduced proportionately.
Total number of candidates trained in last 1 year*		Other Government Schemes:	

Number of candidates trained in last 1 year in proposed sector					
Total number of Candidates certified in last 1 year					
Number of Candidates certified last 1 year in proposed sector					
Number of Candidates placed in last 1 year					
Number of Candidates placed last 1 year in proposed sector					
Number of Functional Training Centers (own, not franchised) bifurcated state wise	<p>1. <State> : <Number of Functional Centers></p> <p>2. <State>: <Number of Functional Centers></p>				
Number of ToT certified Trainers for the sector concerned	<p>In case of non PMKVY centres, documentary proof on the existence and quality (type of infrastructure, training and placements done).</p> <p>Documentary evidence for the available TOT certified trainers for Job Roles proposed in the project.</p>				

*Candidates trained refers to the candidates for whom the training has been completed. It includes short term or long term trainings conducted under any Central Government (NSDC/DDU-GKY/ITI/Polytechnics/Any other Central Government run schemes etc.) or State Government (State Skill Development Missions/State Government run schemes) or Fee-based or corporate body.

5.3 Information on Assessment Agencies/Assessors (PIA need not to fill this information)

SSC to check any corruption or performance issue with the assessment agency or any conflict of interest with the promoters. Provide the profile of each Assessment Agency participating in this project in the template below.

Name of Assessment Agency 1:			Supporting Documentation Required:
Official Website of Assessment Agency:			
Name of SPOC:	Designation of SPOC:	Contact Number of SPOC:	Email ID of SPOC:
Year of Incorporation:	Year of affiliation of Assessment Agency(s) with SSC	Rational for Selection of the Assessment Agency for Proposed Project	Letter of Incorporation Affiliation Certificate
Total Number of Assessments conducted by Assessment Agency for this sector in last 1 year bifurcated State-wise		PMKVY 1. <State>: <Number > 2. <State>: <Number >	NON - PMKVY 1. <State>: <Number > 2. <State>: <Number >
Total Number of Assessors for this sector bifurcated State-wise		PMKVY 1. <State>: <Number > 2. <State>: <Number >	NON- PMKVY 1. <State>: <Number > 2. <State>: <Number >

Kindly add additional tables, if the PIA has multiple assessment agencies for the project

5.4 Information on Mobilization Agency

For Project Type 1 and 3, if separate mobilization agency is engaged, provide profile of mobilization agency. In case the PIA is also the mobilizing agency pl provide evidence of previous experience.

PIA's are encouraged to enclose letters of support from mobilisation agencies, Gram Panchoyats, Block Development Officers, Gram Pradhans, NGOs, Associations and Cooperatives working in the locations whereby RPL is proposed.

If the applicant fails to provide the documents (any or all of the agencies) the targets shall be reduced proportionately.

Name of Mobilisation Agency:				Supporting Documentation Required:
Official Website of Mobilisation Agency:				
Name of SPOC:	Designation of SPOC:	Contact Number of SPOC:	Email ID of SPOC:	
Year of Incorporation:				Incorporation letter
Previous Experience of Conducting Mobilization for Central or State Government Programmes	Name of Scheme	Duration of Engagement (From)	Duration of Engagement (To)	Describe Mobilisation Activity in Brief
				Documentary evidence supporting the previous experience mentioned <i>If the applicant fails to provide the documents (any or all of the agencies) the targets shall be reduced proportionately.</i>

Kindly add additional tables, if the PIA has multiple mobilising agencies for the project

2:2 znbhoy rsgate - project table 3 (multiple branches)

5.5 Support Letters - Project Type 2 (Employer Premises)

For project Type 2, a letter from the Employer to be engaged under RPL is to be submitted along with this project proposal template. The letter is to indicate the RPL requirement in terms of numbers of employees that shall undertake RPL against proposed job roles and the locations in which RPL shall be conducted. Also, specify name and contact details of SPOC from prospective employers.

Name of Participating Employer:				Supporting Documentation Required:
Official Website of Participating Employer:				
Name of SPOC:	Designation of SPOC:	Contact Number of SPOC:	Email ID of SPOC:	The following documents should be submitted along with this project proposal template. The letter is to indicate the RPL requirement in terms of numbers of employees that shall undertake RPL against proposed job roles and the locations in which RPL shall be conducted. Also, specify name and contact details of SPOC from prospective employers.
Year of Incorporation:				
Number of Employees currently working with the Employer				

Kindly add additional tables, if the PIA has multiple employer engagements for the project

Supporting Documentation Required:

The following documents should be submitted along with this project proposal template. The letter is to indicate the RPL requirement in terms of numbers of employees that shall undertake RPL against proposed job roles and the locations in which RPL shall be conducted. Also, specify name and contact details of SPOC from prospective employers.

5.6 Sample Survey Finding Report

Applicants shall undertake a survey justifying the need for the RPL activity hereby proposed.

- The minimum sample size shall be 5% of proposed RPL Location.
- If the applicant fails to conduct the sample survey for any of the proposed location(s), the final targets shall be reduced proportionately.
- The candidate survey data should mention the following details of the targeted beneficiaries :
 - Name of the candidate
 - Contact details of the candidate.
 - Previous number of years of experience in the Job Role for which RPL certification is being proposed
- The applicant shall submit a two (2) page executive summary highlighting the following :
 - Objective of the survey
 - Method used to conduct the survey
 - Findings from the survey

Applicant to submit detailed report on Sample Survey. The report should mention methodology of survey undertaken and corresponding results.

1.	Project Locations Surveyed	
2.	Objective of the Survey	
3.	Candidate Survey Sample Size	Minimum 5% from proposed location for each Job Role
4.	Survey Methodology:	
5.	Location Profile	
a.	<i>Relevance of sector to locations</i>	
b.	<i>Relevance of job roles to locations</i>	
c.	<i>Presence of industrial/traditional clusters around surveyed locations</i>	
5.	Demographic Study of Candidates:	
a.	<i>Age profile:</i>	

b.	Education profile:	
c.	Experience profile:	
d.	Employment scenario:	
6.	Skill gap study of target candidates:	
a.	Core NOSs missing in workers' skillsets: (to be included in the Orientation / Bridge course)	
b.	Non-Core NOSs missing in workers skill sets: (to be included in the Orientation / Bridge course)	
7.	Opportunities for tangible benefit (skills premium, up-skilling, financial support, etc.)	
8.	Conclusions from ground survey :	100% of respondents are currently employed in the industry.

7. **Opportunities for tangible benefit (skills premium, up-skilling, financial support, etc.)**

- Skills premium: 100% of respondents are currently employed in the industry.
- Up-skilling: 100% of respondents are currently employed in the industry.
- Financial support: 100% of respondents are currently employed in the industry.

8. **Conclusions from ground survey :**

100% of respondents are currently employed in the industry.

5.7 Course curriculum for proposed Bridge Course

PIA to Enclose detailed course curriculum against each proposed job role in the format below. Bridge course curriculum to be validated by SSC.

S.no	Topic & Subtopics	Duration (In hours)	Outcome
Job Role 1			
1			
2			
3			
Job Role 2			
1			
2			

5.9 Cost calculation sheets (MANDATORY)

Type 2 Proposal cost calculation sheet to be enclosed in the following template

Note: Max. and Min. limits defined for relevant expense heads is as per the approved guidelines

S. no.	Expense Head	Sub Head	Proposed amount per candidate in Rs.	Mandatory (description and justification of expense head)	Remarks
1	Total Payout to PIA (A+B+C)				
Orientation					
1.1	i.	Hiring of Location			
		Number of Locations	Rent per month	Total cost	
	ii.	Training of Trainers			
		Number of Trainers	Cost per trainer	Total cost	
	iii.	Salary of Trainers			
		Number of Trainers	Cost per trainer	Total cost	
	iv.	Travel expenses (if any) with details			
		Administrative expense for establishing camps			
	v.	Items	Number of	Total cost	

③

Sl. No.		Particulars		Items and unit cost	
vi.		Administrative expense over employees			
		Number of people	Salary	Total cost	
vii.		Training Material provided			
		Items	Number of items and unit cost	Total cost	
viii.		Additional Sub-cost head name			
ix.		Additional Sub-cost head name			
x.		Additional Sub-cost head name			
Total (A)					
1.2 Branding and Publicity (Maximum Rs 100/-)					
i.		Flex			
		Number of flexes and unit cost	Total Cost		
ii.		Panels			
		Number of Panels and unit cost	Total Cost		
iii.		Brochures			
		Number and unit cost	Total Cost		
iv.		Radio			
		Number of channels	Frequency and unit cost	Total Cost	
v.		Television			
		Number of channels	Frequency and unit cost	Total Cost	
vi.		Additional Sub-cost head name			
vii.		Additional Sub-cost head name			

viii.		Additional Sub-cost head name	
ix.		Additional Sub-cost head name	
Total (B)			
1.3	Job role specific kit (Maximum Rs 200/- including PMKUVA Kit)	PMKUVA T-shirt/ Jacket (Fixed Rs 120/-)	
		PMKUVA Cap (Fixed Rs 40/-)	
		Other, please specify numbers, unit cost and total cost	
Total (C)			
2 Payout for assessment			
NSQF Level	Common Cost	1	2
10			3
9	Senior Level/ Executive level	1125	937.5
8			750
7			
6	Mid - Level/ Administrative Employment	975	825
5			675
4			
3	Entry level/ Operational Employment	900	750
2			600
1	Pre - employment (For schools)/ Non - Organizational	525	450
3	Candidate payout		500 to 1000
4	Bridge course expenses		
5	Total cost per candidate		

Type 1 & 3 Proposal cost calculation sheet to be enclosed in the following template

Note: Max. and Min. limits defined for relevant expense heads is as per the approved guidelines

S. no.	Expense Head	Sub Head	Proposed amount per candidate in Rs.	Mandatory (description and justification)	Remarks
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							of expense head)	
1.	Total Payout to PIA (A+B+C)							
1.1	Mobilization (Maximum Rs 200/-)							
	i.	Mobiliser details						
		Number of mobilisers	Duration of hire and Salary	Total cost				
	ii.	Transportation charges(if any)						
	iii.	Sub-cost head name						
	iv.	Sub-cost head name						
	v.	Sub-cost head name						
1.2	Orientation							
	i.	Hiring of location						
		Number of Locations	Rent per month	Total cost				
	ii.	Training of Trainers						
		Number of Trainers	Cost per trainer	Total cost				
	iii.	Salary of Trainers						
		Number of Trainers	Cost per trainer					
	iv.	Journey expense (if any)						
	v.	Administrative expense for establishing camps						
		Items	Number of items and unit cost	Total Cost				
	vi.	Administrative expense over employees						
		Number of people	Salary	Total cost				
	vii.	Training Material provided						
		Items	Number of items and unit cost	Total Cost				
	viii.	Additional Sub-cost head name						

	ix.		Additional Sub-cost head name					
	x.		Additional Sub-cost head name					
	xi.		Additional Sub-cost head name					
Total (A)								
		Branding and Publicity (Maximum Rs 100/-)						
1.3	i.	Flex	Number and unit	Total Cost				
		cost						
	ii.	Panels	Number and unit	Total Cost				
		cost						
	iii.	Brochures	Number and unit	Total Cost				
		cost						
	iv.	Radio	Number of Channels	Frequency and unit cost	Total Cost			
		Television	Number of channels	Frequency and unit cost	Total Cost			
	v.	Additional Sub-cost head name						
	vi.	Additional Sub-cost head name						
	vii.	Additional Sub-cost head name						
	viii.	Additional Sub-cost head name						
	Total (B)							
1.4	Job role specific kit (Maximum Rs 200/- including PMKUVA Kt)	PMKUVA T Shirt (Fixed Rs 120/-)						
		PMKUVA Cap (Fixed Rs 40/-)						
		Other, please specify numbers, unit cost and total cost:						
		Additional Sub-cost head name						
Total (C)								
2	Payout for assessment							

NSQF Level	Common Cost	1	2	3
10				
9	Senior Level/ Specialized, Executive level	1125	937.5	750
8				
7				
6	Mid – Level/ Administrative Employment	975	825	675
5				
4				
3	Entry level/ Operational Employment	900	750	600
2				
1	Pre – employment (For schools) / Non – Organizational	525	450	375
3	Candidate payout		500 to 1000	
4	Bridge course expenses			
5	Total cost per candidate			

NSQF Level	Common Cost	1	2	3
10				
9	Senior Level/ Specialized, Executive level	1125	937.5	750
8				
7				
6	Mid – Level/ Administrative Employment	975	825	675
5				
4				
3	Entry level/ Operational Employment	900	750	600
2				
1	Pre – employment (For schools) / Non – Organizational	525	450	375
3	Candidate payout		500 to 1000	
4	Bridge course expenses			
5	Total cost per candidate			

Mandatory Compliance Checklist

S.No.	Parameter	Check	Observations
1	Proof of Mobilization in the form on Letter of Intent (LOI) or Memorandum of Understanding (MoU) by all the mobilization agencies (panchayats, unions, corporates etc.) involved in mobilization of the project for all the proposed location		
2	Letter of Intent (LOI) signed by all the employers involved in the scheme showcasing industry and corporation involvement. Details of Facilitator Organization:		
3	Background details of promoter		
	Proof of any past achievement/ recognition to promoter		
	Details of PIA		
4	PIA – Background details of promoter		
	PIA - Proof of any past achievement/ recognition to promoter		
5	Survey Documents		
	(a) Ground Survey Report. Documents of survey conducted for candidates in all the proposed locations		
6	(b) minimum candidate sample size will be 5% of each proposed location for each Job Role		
	Two page executive summary highlighting objective / method / findings of survey		
7	Scanned documents justifying all tangible benefits proposed to the candidates.		
8	For RPL Type 1 and 3 , please provide documentary proof/LOIs that the proposed locations have been surveyed and are both suitable and available for setting up the Camp		
9	Pre Screening Content - focusing on supporting documentation and self-assessment questionnaire		
10	Comprehensive Orientation Content - detailing subtopic, duration and expected outcome for each job role proposed for skill gaps identified during ground survey. (to be validated by SSC / MSSDS)		
11	Comprehensive bridge course content (as per QP) – detailing on necessity, subtopic, duration and expected outcome for each job		

Sl. No.	role (to be validated by SSC / MSSDS)	proposed	
10	Past experience of the PIA in the proposed sector with supporting documents		
11	Scanned documents indicating any past experience in any other government skill development schemes / awards and testimonials		
12	Proof of existence and quality of training centers (if Non PMKVY centers)		
13	Scanned copy of PIAs Certification of Incorporation highlighting more than 3 years of existence		
14	Scanned copy of PIAs affiliation certificates, where applicable		
15	PIAs certificate of affiliation with NSDC	PIAs certificate of affiliation with SSC	
16	CA audited Financial statements from the last 3 Financial Years (For FY 2020-21, provisional statement may be considered)		
17	Indicative project cost bifurcated as per the provided format		
18	TOT certified documents for the trainers		
19	Scanned PAN card copy of PIA		
20	PIA to certify that it is not under any financial debt / has not applied for insolvency at the time of submission of proposal. Declaration by PIA that all information provided is correct, verified and no available material information has been suppressed.		

<Signature>
<Designation>
<Company Stamp>

*In case of any further details related to above project proposal template, applicants may reach on missionco@mssds.in, smo1d@mssds.in, apo1a@mssds.in