



DISTRICT EMPLOYMENT EXCHANGE, KORAPUT

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No 425 /DEEx, Korapat

Dated the 03rd September 2021

EXPRESSION OF INTEREST

Sealed Expressions of interest (EoI) are invited under Two Bid system from reputed Training Partners/Agencies/PIAs/ Industries/ Educational and Professional Institutions/ Firms/ Trusts for undertaking a non residential short term placement linked skill development training programme of one batch (30 candidates) on **Mobile Phone Hardware Repair Technician job role** having job role code/ QP Code: ELE/Q8104 and NSQF level-4 for the youth of the Korapat District.

The detailed information for outsourcing the service of aforesaid has been given in the EoI document, which may be downloaded from the website <https://korapat.nic.in> or obtained in person from the O/O the undersigned on any working day between 10.00AM to 5.00 PM. The last date and time for submission of tender document is **18.09.2021 by 05.00 P.M.** either by Speed post or Registered post or through courier only.

Sealed quotations will be opened on **20.09.2021 at 11.00 A.M** in the Office Chamber of the Project Director, DRDA, Korapat. Interested applicants or their representatives, if any, may remain present at the time of opening of EoI documents.

Any revision, clarification, addendum, corrigendum, time-extension etc. to the above mentioned tender notice will be hoisted on the above mentioned website only. No separate notification shall be issued in the press.

[Handwritten Signature]
02/09/2021

**DISTRICT EMPLOYMENT OFFICER
KORAPUT.**

Memo No. 426 /DEEx, Korapat

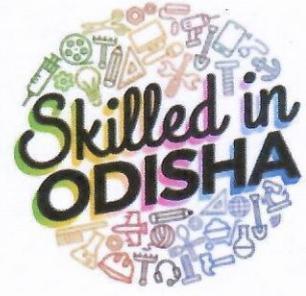
Dated the 03rd September 2021

Copy submitted to:

1. District Informatics Officer, NIC, Korapat for information with a request to kindly upload the tender document in district website.
2. Notice Board of District Employment Exchange, Korapat/Employment Sub-Office, Jeypore for information of the Service Providers.
3. The Director of Employment & CEO, OSDA, Bhubaneswar for favour of kind information
4. The Collector and District Magistrate, Korapat for favour of kind information.
5. The Project Director, DRDA, Korapat for favour of kind information.
6. The Dy. CEO, ORMAS, Korapat for favour of kind information.

[Handwritten Signature]
02/09/2021

**DISTRICT EMPLOYMENT OFFICER
KORAPUT.**



Expression of Interest

For

Empanelment of Training Partner for undertaking Placement
Linked Skill Development Training Programme for the youth of
the Koraput District

District Employment Exchange, Koraput

e-Mail : deo_koraput@rediffmail.com

deekoraput@gmail.com

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1.1. Data sheet

#	Milestone	Details
1	Issue of EOI	03.09.2021
2	Online download of EOI from website - www.koraput.nic.in	03.09.2021
3	Last Date of submission of Proposal	18.09.2021 till 05:00 PM
4	Mode of submission	Hard copy document, duly signed, through Speed post/ Registered Post/Courier only To: District Employment Officer, District Employment Exchange, Main Road, Koraput - 764020 (Near Sadar Police Station Koraput)
5	Bid Opening Date, Time and Venue	20.09.2021 at 11:00 AM (Technical Bid) Financial Bid – To be intimated later Office chamber of PD, DRDA Koraput
6	Name of the Client/ Authority	District Employment Officer, Koraput
7	Validity of the Proposal	The proposal shall be valid for a period of 180 days from the last date of submission of bid / proposal

1.2. Background

Expression of interest on sealed covers are invited from eligible Training Agencies/Training Partners (TPs)/ Project Impementing Agencies (PIAs)/ Industries/ Educational and Professional Institutions/ Firms/ Trusts etc for empanelment under Placement Linked Skill Development Training programme for the youth of the Koraput district under SANKALP Scheme of Government of India, for mainstreaming aspirational districts.

1.3. Objective

The objective of the EoI is to carry out a Non residential short term placement linked training programme on **Mobile Phone Hardware Repair Technician job role having job role code/ QP Code: ELE/Q8104 and NSQF level-4** of common norms **category-II** for the youth of the Koraput district. The eligible training agency/partner (TP) will thereby undertake skill development training programme for one batch with **30 trainees** and assist in providing employment opportunities to the trainees undergone skill training.

1.4. Scope of Engagement and General Instruction for Bidders

1. The EOI document can be downloaded from the portal : <https://www.koraput.nic.in> from **03.09.2021 to 18.09.2021 till 05:00 P.M.**
2. The eligible Training Agency/Partner (TP) shall be engaged by District Employment Officer, Koraput (DEO, KORAPUT) and a MoU will be signed to carry out mobilization, counselling, screening, training, placement and tracking, of **30 (Thirty)** unemployed youths from the district. The training shall be imparted in **Mobile Phone Hardware Repair Technician (QP Code: ELE/Q8104)** job role as provided by **Electronics Sector Skills Council of India (ESSCI) under NSDC** or revised from time to time.
3. The duration of the training for a batch must be in terms of the duration as applicable to the job role / trade approved by the **Electronics Sector Skills Council of India (ESSCI) under NSDC.**

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4. The Estimated cost of the contract is **Rs. 6,84,000/-** (Rupees Six Lakhs and Eighty Four Thousand) only approximately.
 5. The interested Training Service Providers may submit the tender document complete in all respects along with other requisite documents either by **Speed post or Registered post or through courier only by 18.09.2021 up to 05.00 P.M** to **District Employment Officer, District Employment Exchange, Main Road, Koraput - 764020**. The tender received beyond the date and time mentioned above shall not be taken into consideration.
 6. The tender has been invited under two bid system i.e. Technical Bid and Financial Bid. The interested agencies are advised to submit two separate sealed envelopes super scribing **“Technical Bid for Providing Training on Mobile Phone Hardware Repair Technician Job role in Koraput District”** and **“Financial Bid for Providing Training on Mobile Phone Hardware Repair Technician Job role in Koraput District”**. Both sealed envelopes should be kept in a third sealed envelope super scribing **“Tender for Providing Training on Mobile Phone Hardware Repair Technician Job role in Koraput District”**.
 7. The Tender paper and Terms & Conditions of the Tender may be collected from the Office of the District Employment Exchange, Koraput during office hour of any working day from 03.09.2021 to 18.09.2021 on payment of non-refundable amount of **Rs.2000/-** (Rupees Two Thousands) only in shape of a/c payee Demand Draft in favour of **District Employment Officer, Koraput Payable at Koraput**. The Tender paper may be downloaded from the District website (www.koraput.nic.in). In such case, the cost of the Tender paper should be submitted along with tender paper through Demand Draft in favour of **District Employment Officer, Koraput Payable at Koraput**. Non submission of tender paper cost will lead to rejection of the tender.
 8. The conditional bids shall not be considered and will be out rightly rejected in very first instance.
 9. All entries in tender form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorised signatory may be attached. No overwriting or cutting is permitted in the Financial Bid Form. In such cases, the tender shall be summarily rejected. However, the cutting, if any, in the Technical Bid

Application must be initialed by the person authorised to sign the tender bids.

10. The Technical bids shall be opened on the scheduled date and time at 11.00 AM on 20.09.2021 in the Office chamber of the Project Director, DRDA, Koraput, in the presence of other selection committee members and the representatives of the Training Providers, if any, who wish to be present on the spot at that time.
11. After completion of technical evaluation, physical verification of training centre infrastructure/tools/equipment will be conducted by the selection committee as per the requirement under Mobile Phone Hardware Repair Technician job role prescribed by the Electronics Sector Skills Council of India (ESSCI) under NSDC.
12. The Financial Bid of only those Bidders will be opened, those who are technically qualified and who have fulfilled the infrastructure requirement. The Financial bids shall be opened in the Office chamber of the Project Director, DRDA, Koraput in the presence of other selection committee members and the representatives of the Training Providers, if any, who wish to be present on the spot at that time, after completion of technical evaluation and training infrastructure verification, which shall notified to all qualified bidders later.
13. In case of tie after financial evaluation, any parameter adopted by the selection committee or lottery shall be considered for awarding contract and the decision of the Selection committee in this regard will be final.
14. After finalisation of tender, the L-1 bidder is required to sign agreement.
15. The Competent Authority of the District Employment Exchange, Koraput reserves the right to allow/reject any/all bids without assigning any reason.

1.5. Obligations of Training Agency/Partner

- a. Undertake to start training within fifteen (15) days of signing of the Agreement (MOU).
- b. The minimum hardware / tools and equipment prescribed for each Module under the Electronics Sector Skills Council of India (ESSCI) guidelines shall be made available at the training center by the Training Provider without which implementation of training programme shall not be allowed by the DEO, KORAPUT.

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- c. Establishing placement tie-ups for placement of trained and successfully assessed candidates in reputed organisations / industries prior to start of training.
 - d. Identification / Mobilization of candidates (DEO, KORAPUT may assist the Training Partners in the process of mobilization of candidates). However, the responsibility for mobilization shall lie with the Training Partner
 - e. Screening and induction of mobilized candidates in the trade as per the interest, aptitude and eligibility of the candidate. The minimum eligibility criteria as specified in the list of SSC course under NSDC must be strictly adhered to without which third party assessment shall not be possible and the candidates shall be treated as dropout.
 - f. Impart training as per the curriculum of Mobile Phone Hardware Repair Technician (QP Code: ELE/Q8104) prescribed under Electronics Sector Skills Council of India (ESSCI) Modules approved by NSDC.
 - g. Structuring the required training inputs including training material, content and curriculum, training infrastructure, assessment methodology etc.
 - h. Ensuring quality of training as per the required standards and specifications.
 - i. Coordination with potential employers and industries for placement of trained youth
 - j. Prepare candidates for third party assessment and cooperate with the DEO, KORAPUT and also with the Assessment Agencies while submitting information and requisite documents for registering the candidates on Skill India portal – <https://www.skillindia.nsdcindia.org/> for Assessment
 - k. Make the data available for random audits during training, placement and post placement.
 - l. Post placement counseling and tracking for a minimum period of 2 months (post the date of placement)
 - m. Attendance in the training Centre. (GSM based attendance is desirable)

 - n. Sub-letting or franchise mode of training in any form shall not be adopted. If such practice is found to be followed, DEO, KORAPUT reserves the right to initiate strict action against the agencies.

1.6. Training curriculum

The Electronics Sector Skills Council of India (ESSCI) guidelines (*Provided at https://nsdcindia.org/sites/default/files/MC_Rev_ELEQ8104_Mobile_Phone_Hardware_Repair_Technician_20.06.2018.pdf*) shall be followed for training curriculum and fixing duration of training. TP shall conduct the courses and meet the parameters pertaining to the course curriculum, duration, tools and equipments, trainers etc. as per the ESSCI, Guidelines of NSDC, Government of India.

1.7. Eligibility Criteria

For the purpose of selection of Training Agencies/Partner (TP), the following will be the minimum eligibility criteria:

1. NSDC/ MoRD/ OSDA/OSFDC (Government of Odisha) Partners (Having Sanction Order from the Ministry/ Concerned Department) with readily available training infrastructure (owned / leased / rented) in the Koraput district.
2. The training partner should have prior experience of **minimum 2 (Two)** years of conducting training, in the Mobile Phone Hardware Repair Technician (QP Code: ELE/Q8104) job role of Electronics Sector Skills Council of India or similar job roles under any other department, in the Koraput district or at least in 2 other districts of Odisha. (*Sanction Letters issued by the Central Government/ State Government/ District for implementation of Skill Development Programme must be submitted as proofs. The same shall be in the name of the applicant only and not its parent or subsidiary organisation.*).
3. The training partner should be a member partner of Electronics Sector Skills Council of India (ESSCI) under NSDC.
4. The training certification should be provided by Electronics Sector Skills Council of India (ESSCI) under NSDC.
5. Training Partner, empanelled under OSDA should be given priority in choosing of the training partners.
6. The TP should provide documentary evidence of presence of owned / leased / rented training infrastructure in the district of Koraput having valid registration with NSDC or similar authority which shall be dedicatedly used for training purpose

under the DEO, KORAPUT. The Selection committee will physically verify the training infrastructure, tools & equipments etc. before opening of Finance Bid.

7. The TP should have valid Training of Trainers (ToT) Certified trainers in the Mobile Phone Hardware Repair Technician (QP Code: ELE/Q8104) job role. *(Copy of ToT Certificate of the trainers needs to be submitted).*
8. The TP should have placed a minimum of 50% candidates in each of the last two trainings conducted in Mobile Phone Hardware Repair Technician job role/ equivalent job role. *(The list of such selected candidates along with issued offer letters is to be submitted.)*
9. The TP should not have been blacklisted by the Govt. / Govt. Bodies. *(An undertaking in this regard needs to be submitted)*

1.8. Assessment & Certification

- a. Assessment & Certification shall be carried out by Electronics Sector Skills Council of India (ESSCI) registered Assessing bodies. TP should coordinate with ESSCI for conducting the Assessment Tests. The Tests should be conducted under the supervision of District Employment Officer, KORAPUT or any Officer nominated by him.
- b. Trainees qualifying the assessment test shall be awarded Certificate by the ESSCI under NSDC.
- c. The Training Partner shall facilitate the required formalities like filling up of the required forms and attaching the supporting documents of the trainees in order to enable them to appear the assessment test in time.

1.9. Placement criteria

- a. It is mandatory for the Training Partner to report the entire training details including candidate details, details of placed candidates, salaries, the employer details to DEO, KORAPUT. No invoice would be raised until all the information has been submitted. Any invoice raised before the submission of information shall be summarily rejected.
- b. 100% payment of training cost will require a minimum of 50% of placement of the trained candidates. In case of placement below 50%, pro rate payment will be made.

within two months of training conducted in the district, DEO, KORAPUT reserves the right to take appropriate decisions which may include disallowing the training provider for further engagement in any of its programme.

- d. For a candidate to be considered as placed, his remuneration should not be below the minimum wages for that category of skilled / semi-skilled workers prescribed by the state excluding statutory deductions like EPF and ESI. For placement outside the state the salary should be proportionately higher at least not below the minimum wages of that state.
- e. It must be ensured that the sector of placement is in sync with the area of training.
- f. Trainees shall have to be placed in employment within two months of the completion of training.
- g. The Post Placement report shall be submitted after two month of placement.
- h. Along with the placement reports in the prescribed Format, the Training Partner shall submit the list of placed candidates with their offer letter, designation and date of joining in the letter Head of the Employer.
- i. The Training Partner shall furnish the copy of the first and second month's salary slips of the placed candidate duly countersigned both by the Employer and the candidate himself. Along with the salary slips, the training partner shall also provide copies of the first and subsequent pages of the updated Bank Pass book of the placed candidate in which the salary has been credited.
- j. Upon submission of placement details of the placed candidates by the Training Partner, DEO, KORAPUT shall conduct the required placement verification to establish genuineness of such placements.
- k. Subletting or franchise mode of training in any form shall not be permissible.

1.10. Training Fees & Lodging Boarding Charges

- a. The training fees shall be made as per the **Common Norms Category (Category - II)** of Mobile Phone Hardware Repair Technician job role under Electronics Sector Skills Council of India (ESSCI).
- b. The duration of training shall be determined as per the duration laid down by the ESSCI under NSDC guidelines in the concerned trade.

ESSCI under NSDC guidelines in the concerned trade.

- c. The tools and equipments shall be in terms of the tools and equipments prescribed under the ESSCI guidelines.
- d. The total fee payable shall include all taxes and incidental charges and Tax Deductions at Source as applicable shall be deducted.
- e. Trainees should have a minimum attendance of 70% both for training and assessment purposes.
- f. The assessment and certification is the responsibility of the Training Partner (TP) and the costs incurred in doing this will be reimbursed by DEO, KORAPUT on production of proper invoices.
- g. The training will be conducted on non-residential basis. Therefore no lodging & boarding charges will be provided. However, launch can be provided to the trainees for better retention and to maintain 8 hours per day training duration. Providing lunch is the responsibility of the TP and the costs incurred in doing so will be reimbursed by DEO, KORAPUT, subject to maximum of Rs. 50/-(Rupees fifty) per trainee per day, on production of actual invoices.

2. Payment Terms:

2.1 Schedule of release of Training Cost Payments:

Training cost payments would be in three installments as per Common Norms Category (Category - II) under NSDC/PMKVY3.0 guidelines. The funds shall be released to the Training Providers as per the following schedule.

Installment	Percentage of Total Cost	Output Parameters
1 st	30%	On commencement of Training Batch against validated candidates
2 nd	50%	On successful certification of the trainees
3 rd	20%	Outcomes based on Placements

The above payment schedule is subject to the following conditions:

- a. It is applicable only for the fresh training of 30 candidates under Mobile Phone Hardware Repair Technician job role.
- b. The second tranche of 50% will be calculated on the basis of total cumulative 80% payment for candidates actually certified
- c. The dropouts will not be considered for 2nd and 3rd tranche. The 1st tranche payment of dropouts is adjusted in the next tranche.
- d. The 20% of training cost which is linked to Outcome (3rd Installment) would be released to the Training Provider, after 50% placement of the candidates along with submission of physical completion reports.
- e. No Lodging and boarding cost shall be extended.
- f. Dropouts will not be considered for 2nd and subsequent months. The 1st month payment of the dropouts shall be adjusted in the next month.
- g. The supporting documents i.e. batch commencement report, consolidated attendance sheet of the trainees for the month and batch completion report in case of payment for final month's claims shall be submitted in the prescribed formats along with the Invoice.
- h. For placement of candidates of 50% and above at least for a period of two months, 100% of the balance training cost shall be released. But in either case the payments shall be made subject to the fulfillment of the following conditions namely –
 - i. Submission of placement details of the placed person with post placement supporting documents
 - ii. Upon verification of genuineness of placement or cross checking by the DEO, KORAPUT
 - iii. Submission of UC along with the audit certificate in respect of the previous release amounts
 - iv. Invoice shall be raised by the Second Party accompanied by a copy of Pay Slip or Pass Book of the candidates.

Pay Slip or Pass Book of the candidates.

- i. If the Second Party fails to ensure genuine wage placement of even 30% of the trained youths within two months of successful completion of training of batch, the First Party shall withheld further release of training cost till the said milestone is achieved.
- j. For all the above mentioned claims or payments, the Second Party shall raise its invoice in the prescribe format and submit the same accompanied with the required documents.
- k. Second Party will be asked to discontinue the training in the particular trade / centre and will be paid only on pro rata basis if the outcome achievement is unsatisfactory.

Kindly Note:

- The Training Partner shall be required to place the trained youth within two months of completion of training.
- It is mandatory for the Training Providers to fill in the candidate details and other training information in the online MIS at the time of starting the batch. Subsequently the PIA should fill in the details of placed candidates, salaries and respective employers. No invoice should be raised until all the information relevant at the time of raising of invoice has been entered in the MIS application. Any invoice raised before the entry of information in MIS shall be summarily rejected.
- Along with placement reports in the prescribed Format, the Training Provider will be required to submit the list of placed candidates along with their offer letter, designation and date of Joining in the letter Head of the Employer preferably. Besides, the Training Provider will be required to furnish the copy of the first and second month salary slip of the placed candidate duly countersigned both by the Employer and the candidate himself and the copies of the first and subsequent pages of the Bank Pass book of the placed candidate in which the salary has been credited.

2.2. Mobilization Cost Payments:

Identification / Mobilization of candidates will be conducted by the Training Partner.

DEO, KORAPUT may assist the Training Partners in the process of mobilization of

The cost incurred in the process will be reimbursed by DEO, Koraput on production of proper invoices subject to maximum of Rs. 1000/- (Rupees One Thousand) only per candidate.

2.3. Training Material & Kit Cost Payments:

Trainees will be provided study material and training kit by the Training Partner during the training period the cost of which will be reimbursed by DEO, KORAPUT on production of proper invoices subject to maximum of Rs. 1000/- (Rupees One Thousand) only per candidate.

2.4. Lunch Provision Payments:

The training will be conducted on non-residential basis. Therefore no lodging & boarding charges will be provided. However, launch can be provided to the trainees for better retention and to maintain 8 hours per day training duration. Providing lunch is the responsibility of the TP and the costs incurred in doing so will be reimbursed by DEO, KORAPUT, subject to maximum of Rs. 50/-(Rupees fifty) per trainee per day, on production of actual invoices. The food menu will be decided by the TP after consulting DEO, KORAPUT.

2.5. Assessment & Certification Cost Payments:

The assessment and certification is the responsibility of the Training Partner (TP) and the costs incurred in doing this will be reimbursed by DEO, KORAPUT on production of proper invoices subject to maximum of Rs. 1000/- (Rupees One Thousand) only per candidate.

2.6. One time assistance to successful trainees Payments:

One time assistance of Rs. 500/- (Rupees Five Hundred) only per candidate will be provided to those candidates who have successfully completed the training (with 70% attendance) and the assessment, certification process. The payment will be directly made into the bank account of the trainees by the Training Partner. The costs incurred in doing so will be reimbursed by DEO, KORAPUT on production of proper invoices along with payment transfer proof.

payment transfer proof.

3. Memorandum of Understanding

DEO, KORAPUT would enter into a Memorandum of Understanding (MOU) with the selected Training agencies fulfilling the above mentioned required norms. The empanelled Training Partner would need to provide the training and placement services in accordance with the standards, norms, terms and conditions stipulated in the MOU.



4. Technical Bid Format

4.1 Format – I: Details of the Bidder

Name and Details of the Bidder and Authorized Representative:	
Name of Organization / Institution	
Regd./ Head Office Address:	
Phones	
Fax	
Mobile	
Email	
Website	
Addresses of Branch Offices (If any?) in Odisha:	
Phone	
Fax	
Mobile Nos. Email IDs	
Dates of Establishment	
Name of Authorized Representative	
Designation	
Mobile	
Email	
Whether blacklisted by any Government / Govt. Bodies	

Name:

Signature:

Designation:

(Authorized Representative and Signatory)

(Company Seal)

4.2 Format – II: Legal Constitution & Number of years of existence

Parameter	Information	Supporting Documents	Page No.
Name of Company / Society / Trust and Existence	Certificate of Incorporation (CoI) / Society Registration Certificate / Trust Certificate	Certificate of Incorporation (CoI) / Registration (refer Table below for appropriate documentation)	
Type of Organisation	Private Limited Company / Public Limited Company / Partnership Firm / Proprietorship Firm / Society / Trust / Association		
Name of Registration Authority	ROC / Society / Trust	Registrar of Company (RoC) Return Copy (Last 3 FY)	
Registration No.	Corporate Identification Number (CIN)	Copy of CIN	
Date of Registration	Certificate of Incorporation (CoI) / Society Registration Certificate / Trust Registration	Copy of Certificate of Incorporation (CoI) / Society Registration Certificate / Trust Registration	
Place of Registration			
GST	GSTIN	Registration Certification	

4.3 Format – III: Eligibility Criteria

Criteria	Details	Supporting Documents	Page No.
Type of Organisation		Certificate of Incorporation	
Training Partner of NSDC / MoRD	NSDC or MoRD or both	Loan agreement from NSDC OR Latest Sanction Order from MoRD (Sanction Orders from District Governments shall not be considered as sufficient proof)	
District / Central / State government agencies undertaking vocational training programs		Documentary proof such as Certificate of Incorporation, MoA / AoA, registration certificate etc. depending on the type of organisation.	

4.4 Format – IV: Details of Training Infrastructure within Koraput district for undertaking Mobile Phone Hardware Repair Technician

Sl. No.	Detailed Address of Premise & contact details of the concerned person	Owned / Leased /Rented	Type of documentary proof submitted	Page No.	TP/TC ID

Note:

1. Address of Franchise / Sub-let centres shall not be considered.
2. DEO, KORAPUT reserves the right to conduct visits to such premise for verification prior to empanelment.

4.5 Format – V: Details of Mobile Phone Hardware Repair Technician Training/ Similar related training conducted in at least 2 Districts of Odisha.

Sl. No.	District	Sanctioning Authority/ Department	Job role	Training Start date	Training End date	No of Trainees Enrolled	No of Trainees Placed	Type of documentary proof submitted

Note:

Sanction Letters issued by the District / Central /State Government for implementation of Skill Development Programme must be submitted as proofs. Such document shall be in the name of the applicant only and not its parent or subsidiary organisation.

4.6 Format VI : Details of the candidates trained by the Bidder in Mobile Phone Hardware Repair Technician Training/ Similar related training

Sl. No.	Name of the Candidate	Job Role	Date of Completion (DD/MM/YYYY)	Mobile-phone No. (Updated)

Note:

- a. This format needs to be mandatorily followed. If any deviation is found the same shall not be considered for evaluation
- b. All candidate names to be arranged in chronological order (date of completion). List must be separate for both the FYs.
- c. Lists of at least 2 batches to be submitted.

4.7 Format VII : Details of the Candidates placed post training by the TP

S. No.	Name of the Candidate	Company where placed	Date of placement (DD/MM/YYYY)	Mobile phone No. (Updated)

Note:

This format needs to be mandatorily followed. If any deviation is found the same shall not be considered for evaluation

4.8 Format VIII : Details of the Trainers working within the TP

S. No.	Name of the Trainer	Date of Engagement (DD/MM/YYYY)	Job Role	ToT Certified (Y/N)	Mobile phone No. (Updated)

Note:

This format needs to be mandatorily followed. If any deviation is found the same shall not be considered for evaluation.

Copy of valid ToT certificates on Mobile Phone Hardware Repair Technician Job role shall be submitted by the TP.



4.9 CHECKLIST OF DOCUMENTS TO BE SUBMITTED BY THE BIDDER

(Documents are to be arranged in the following order along with Technical Bid)

Sl.No.	Type of document	Submitted (Y/N)	Reference to Page No.
1	Technical Bid Format		
2	Tender Paper Cost Demand Draft		DD No. Date Of Rs. Drawn on Bank
3	Copy of Certificate of Incorporation/ Registration		
4	Copy of Valid Registration/MoU under NSDC/MoRD/OSDA/OSFDC		
5	Copy of valid registration of training centre with in Koraput district in the required job role.		
6	Copy of Training completed in required Job Role by the TP/TC in last 2 Years.		
7	Copy of registration/membership/ MoU with Electronic Sector Skill Council of India		
8	Copy of empanelment under OSDA (Optional)		
9	Copy of Valid ToT certification of trainers in the Mobile Phone Hardware Repair Technician job role		
10	Placement details of trainees trained. (Attach Offer Letter)		
11	Self-Declaration for not being Blacklisted		
12	Copy of PAN/TAN Card		
13	Copy of IT Return (Last 3 Financial Years)		
14	Copy of GST Registration Certificate		
15	Copy of CA Certified turnover statement for last 3 years		
16	Tender documents duly self-attested on each page by the TC/TP.		

Signature of authorised person

Name:

Seal:

Date:

Place:

5. Financial Bid Format

Name of the Job role	QP Code	No of Trainees	Comm on Cost Norms Category	Rate per hour of training (Rs.)	Duration (in hours) (including soft skill)	Mobilization Cost (Rs.)	Assessment Cost (Rs.)	Training Kit Cost (Rs.)	Lunch Provision Cost (Rs.)	One time assistance to successful candidate (Rs.)	Total Budget
Mobile Phone Hardware Repair Technician	ELE/Q8104	30	II	42	400					500	

Note :

Maximum Hours of training per day – 8 hours.

Signature of authorised person

Name:

Seal:

Date:

Place: