

Department of Welfare, Government of Jharkhand

Project Building, Dhurwa , Ranchi

Expression of Interest (EOI)

Department of Welfare, Government of Jharkhand invites proposal for empanelment of interested Training providers for imparting skill development under Vocational Training Scheme being implemented by Department of Welfare, Government of Jharkhand.

Interested institutions / Organization are here by requested to submit their proposal.

The department of Welfare, Government of Jharkhand reserves the right to accept or reject all or any of the EIO at any stage without assigning any reason thereof.

Expression of interest should be submitted in sealed envelope as per the time schedule mentioned below with clear indication: Expression of interest for skill development training program.

The Terms of Reference can be downloaded from official website of department i.e. www.jharkhand.gov.in

Sd/-

Tribal Welfare Commissioner

EXPRESSION OF INTEREST FOR EMPANELMENT OF AGENCIES TO IMPART SKILL
DEVELOPMENT & PLACEMENT LINKED TRAINING FOR YOUTH OF JHARKHAND

Department of Welfare, Government of Jharkhand
Project Building, Dhurwa , Ranchi – 04

SCHEDULE

SLNO	MILESTONE	DATE	TIME
1	EXPRESSION OF INTEREST DOCUMENT MADE AVAILABLE TO THE BIDDER	20.06.2016	5:00 p.m.
2	PRE-BID MEETING (at WELFARE DEPT)	27.06.2016	11:30 a.m.
3	LAST DATE OF RECEIPT OF BID (WITH ALL RELEVANT DOCUMENTS & COVERS)	12.07.2016	5:00 p.m.
4	OPENING OF TECHNICAL COVER	13.07.2016	11:30 a.m

TERMS OF REFERENCE

INTRODUCTION:

The Welfare Department, Government of Jharkhand implements a variety of income generating schemes and skill development programs to create/ provide employment opportunities for its target group. As part of this program the department intends to focus on the Skill Development Training, Placement Linked Employability Training among the Youths, women members of Self Help Groups and capacitate them to take up self-employment initiatives & to make them competent for the market oriented job opportunities in different sectors.

Expression of Interest is sought for empanelment of interested Training Providers of NSDC / University / AICTE Approved & Government Agencies for imparting various Skill Development Training, Placement Linked Employability Training to the target group at the Block / District / State levels in the specific trades as mentioned in this document.

SCOPE OF ASSIGNMENT:

The eligible Private / Government Sector Training Providers shall be engaged by the Integrated Tribal Development Authorities and District Welfare Office in the districts of Jharkhand. The selected training partners shall carry out counseling, training, certification and placement of the unemployed youth from the state.

It has been identified that Retail (Salesmanship) and hospitality is a growing sector in the state and thus the department wishes to conduct training in this field under the vocational training program.

BASIC OBJECTIVE

- To impart skill development / up-gradation training programme in the areas of self-enterprise development and market oriented job opportunities.
- To facilitate the job placement of the trainees through Placement Linked Employability Training in the concerned sector.

Eligibility of the Bidders

- 2.1.1 An eligible Bidder must be a legal entity in the form of Proprietorship Firm / Partnership Firm / Private Limited Company / Public Limited Company / Society / Trust / Association / Educational Institution.
- 2.1.2 Training Partners of National Skill Development Corporation (NSDC) / University / AICTE approved Institutions OR Government Institutes engaged in providing job oriented training.
- 2.1.3 An eligible Bidder must not have been blacklisted by any State Government / Central Government / Donor Agency.

2.2 General Terms of Proposal Submission

2.2.1 Each Bidder must submit a single proposal.

2.2.2 THE DEPARTMENT shall receive the proposal in accordance with the terms set forth in this RFP and other documents that may be provided by the Department pursuant to this RFP as amended / clarified from time to time by the Department.

2.2.3 Along with the Bid, the Bidder is required to deposit a non-refundable processing fee of Rs.5000/- (Rupees Five Thousand only) in line with details. Provided in Clause 1.5.3 The RFP shall be summarily rejected if it is not accompanied by the processing fee.

2.2.4 Bidders shall not have a "Conflict of Interest" that affects the empanelment process or any sanction of work that may follow. Any Bidder found to have Conflicts of Interest is liable to be disqualified.

2.2.5 Any misrepresentation shall lead to disqualification of the Bidder.

2.2.6 The DEPARTMENT will not return any proposal or any information provided along therewith.

2.2.7 In case it is found at any time during or subsequent to the empanelment process or anytime during the period of subsistence thereof, that one or more of the pre-qualification conditions have not been met by the Bidder or that the Bidder has made material misrepresentation or has given any materially incorrect or false information, the Bidder shall be disqualified forthwith and any agreement / contract, if signed, shall be liable to be terminated by a communication in writing by the Department to the Bidder, without the Department being liable in any manner whatsoever to the Bidder.

2.2.8 The DEPARTMENT reserves the right to verify all statements, information and documents submitted by the Bidder in response to the RFP. Failure of the Department to undertake such verification shall not relieve the Bidder of its obligation or liabilities hereunder nor will it affect any rights of the Department there under.

2.2.9 The Bidders shall be responsible for all the costs associated with the preparation of their proposal and their participation in the empanelment process. The Department will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the empanelment process.

2.3 Due Diligence, site visit and verification of information

2.3.1 It shall be deemed that by submitting a Bid, the Bidder has:

- (a) made a complete and careful examination of the RFP;
- (b) received all relevant information requested from THE DEPARTMENT;
- (c) satisfied itself about all matters, things and information necessary for submitting an informed Proposal and for execution of work in accordance with the RFP and for performance of all of its obligations there under.

2.4 Right to accept and to reject any or all Proposals

2.4.1 Notwithstanding anything contained in this RFP, the department reserve the right to accept or reject any proposal and to annul the empanelment process and reject all proposal at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reason thereof.

2.4.2 Such misrepresentation / improper response as described herein shall lead to the disqualification of the Bidder.

2.4.3 In case it is found during the evaluation of proposals or at any time before signing of the Agreement or after its execution and during the period of subsistence thereof, that one or more of the pre-qualification conditions have not been met by the Bidder or that the Bidder has made material misrepresentation or has given any materially incorrect or false information, the Bidder shall be disqualified forthwith and the Agreement, if signed, shall be liable to be terminated by a communication in writing by the Department to the Bidder, without the Department being liable in any manner whatsoever to the Bidder.

2.5 Contents of the RFP

2.5.1 The following are the Schedule attached as part of this RFP

- A. Information on permitted costs as per Common Norms
- B. Trade-wise Categorisation of Base Cost of Training
- C. Categorisation of Districts
- D. Indicative parameters for annual performance review of TSP

2.5.2 The following are the appendices attached as a part of this RFP:

- I. Format for Covering Letter for the Proposal
- II. Format for Affidavit on not being blacklisted
- III. Format for Bidder Details
- IV. Format for Financial Capability Statement
- V. Format for Training and Placement Record (all-India)
- VI. Format for Training and Placement Record (Jharkhand)
- VII. Format for District and Sector Preferences for Empanelment
- VIII. Format for Additional Information
- IX. Format for Board Resolution for Proposal Submission
- X. Format for Authorization for signing of Proposal & Other Documents

QUALIFYING CRITERIA:

The following will be the Qualifying Criteria to compete the technical bid for training under this scheme:-

- The training agency / institute must have an experience of skill development training for a minimum period of three years as on date of submission of EOI and the overall training information to that respect shall be furnished.
- The training agency / institute should have an average annual turnover of minimum Rs. 50 Lacs exclusively from skill training per year for the last 3 consecutive financial years. In case of trusts, income from donations shall not be treated as a part of the annual turnover. In respect of turn over relating to skill training, as evidence, the bidder must submit the relevant documents of its transactions like WORK ORDERS, PAYMENT PARTICULARS, RELEASE ORDERS ALONGWITH THE BALANCE SHEET duly authenticated by CHARTERED ACCOUNTANT.
- The training agency / Institute should have trained at least 500 Residential trainees in the last three financial year .
- Institution should have placed minimum 65% trainees trained by them.
- Institute should be registered from valid Retail domain Authority for assessment and certification.
- The Bidder must be a Registered Institution / Organization / Corporate Body of repute with prior relevant experience at least for 3 years and must have an office and training facility located in Jharkhand. The Organization has to submit all documentary evidence in support of its claim in this regard.

EVALUATION OF BIDS

3.1 Opening and Evaluation of Proposals

3.1.1 The Department shall open the Proposals at 11:30 AM on the day following the Proposal due date, or any other date specified subsequently, at the address specified and in the presence of the Bidders who choose to attend.

3.1.2 The Department will subsequently examine and evaluate the proposals in accordance with the provision set out in EoI.

3.1.3 If at any time during the evaluation process the Department requires any clarification, it reserves the right to seek such information from any or all of the Bidders and the Bidders will be obliged to provide the same with supporting documents in the specified time frame.

3.2 Tests of responsiveness

3.2.1 Prior to evaluation of Proposals, the Department shall determine whether each proposal is responsive to the requirements of the RFP. A Proposal shall be considered responsive only if:

- (a) it is received as per terms and condition of RFP.
- (b) it is received by the Proposal Due Date including any extension thereof;
- (c) it is accompanied by the Processing Fee;
- (d) it does not contain any condition or qualification; and
- (e) it is not non-responsive in terms hereof.

3.2.2 The Department reserves the right to reject any Proposal which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the Department in respect of such Bid.

3.3 Evaluation and Selection of Bidders for Empanelment

3.3.1 The Bidder has to be adjudged as responsive in terms of Clause 3.2.1 for participating in the Proposal process.

3.3.2 Bidders deemed eligible as per Clause 2.1 and responsive as per Clause 3.2.1 will be evaluated on their Technical, Financial and Additional Qualifications as well as suitability for the state of Jharkhand. The selection process would involve an evaluation of the Technical Proposal ("Part A") and Technical Presentation ("Part B").

3.3.3 Bidders who score at least **40 out of 70** possible marks in Part A (referred to as "**Shortlisted Bidders**") shall qualify for making a Technical Presentation before the Selection Committee.

3.3.4 The selection process shall be based on the following evaluation criteria:

Evaluation Criteria for Bidder (Maximum of 100 Marks)		
S. No.	Parameters	Max. Marks
Part A: Technical Proposal submitted to THE DEPARTMENT		
A.1	Technical Qualifications	(Max. Marks: 60)
a)	Completion of Residential skill development training in Retail Sector in Jharkhand State in last three years with Govt. of Jharkhand. General Scoring : Completion of Residential skill training for up to 400 trainees + : 10 marks 550 Trainees + : 15 marks 700 Trainees + : 20 marks	20
b)	Percentage of Trainees Placed after Residential skill Training in Retail Sector for the past 3 financial years General Scoring: Up to 50% : 10 Marks Up to 65% : 15 Marks Up to 80% : 20 Marks	20
C)	Number of LOI for requirement of employees from the companies / firms from retail sector in the state of Jharkhand. General Scoring: • Up to 50 LOI : 10 Marks • Up to 75 LOI : 15 Marks • Up to 100 LOI : 20 Marks	20
A.2	Financial Parameters	(Max. Marks:20)
	Average turnover from skill development over past 3 years General Scoring: • Up to (including) Rs 50 Lakh : 10 marks • Above Rs 1.25 Crore to Rs 2 Crore : 15 marks • Above Rs 2 crore : 20 marks	20
A.3	Infrastructure / Training Center Availability	(Max. Marks: 20)
	Presense of Training Center in Jharkhand state from last one year General Scoring 1 (One) Training Center : 10 Marks 4 (Four) Training Center : 15 Marks 8 (Eight) Training Center : 20 Marks	20

OBLIGATIONS OF TRAINING PROVIDERS:

- Mobilization (THE DEPARTMENT will facilitate for mobilization of candidates).
- Structuring the required training inputs including training materials, content and Curriculum, training infrastructure, assessment methodology etc.
- Placement.
- Bank Linkage and other support for self-employment.
- Post placement counseling and tracking for 3 months.
- Complying with THE DEPARTMENT Management Information System.
- No franchise mode of training.

TRAINING CURRICULUM:

The minimum MES guidelines shall be followed for training curriculum and duration of training. However training with additional Modules is also permissible provided proposed additional modules are compatible with the original module as per MES Guidelines and the same shall help in enhancing the employability of the trained candidates with better salary. The proposals must be received for trades as at Annexure-A.

PLACEMENT CRITERIA:

The Training Provider is required to place (Employment or Self Employment) a minimum of 75% of the trained youth in order to get full amount of training cost and in case of placement less than 40%, no payment shall be made. Training cost shall be paid on pro-rated basis in case of placement within 40% - 75%.

Trainees shall be provided placement with substantial remuneration not below the minimum wages prescribed by the State in any case. For placement outside the State the salary should be proportionately higher at least not below the minimum wages of that State.

TRAINING COST

As per Cost norms Notification of Ministry of Skill Development and Entrepreneurship, Government of India, Dated 15th July, 2015.

PAYMENTS TERMS

As per Cost norms Notification of Ministry of Skill Development and Entrepreneurship, Government of India, Dated 15th July, 2015.

RESIDENTIAL, FOOD AND TRAVELLING COST

As per Cost norms Notification of Ministry of Skill Development and Entrepreneurship, Government of India, Dated 15th July, 2015.

DOCUMENTS REQUIRED:

Interested agencies must provide the following information with supporting documents substantiating that they are qualified to perform the services:

- Organization Profile / Brochures, Structure of the Firm / Organization Structure.
- Documents in support of being Training Partners of NSDC.
- While the Selected Training partners of NSDC are required to submit the copies of the Loan Agreement / Certificate of Incorporation in case of Joint Venture Company with NSDC
- Training Partners are required to submit the latest Sanction order.
- Detailed description of experience and background of relevant skill enhancement work e.g. training, testing, certification, and placement and post placement services for minimum experience of three years.
- Highest number of persons trained and placed in a single assignment. (Year wise information is to be submitted)
- Information on Availability of Appropriate Team with High Level of Professionals
- Documents to establish financial capability to carry out the assignment smoothly
- Minimum average annual turnover (only from training activity) of Rs 50 Lakhs for last three consecutive years.
- All such relevant documents must be enclosed to the TECHNICAL BID.
- The authorized signatory of the organization has to sign on each page of all documents submitted by it excluding the Demand Draft submitted towards Cost of EoI Document and Earnest Money Deposit.

COST OF BID DOCUMENT:

The Bid Document containing "Terms of Reference (ToR)" can be downloaded from the website: www.jharkhand.gov.in from 20.06.2016 onwards.

The bidder shall enclose a Demand Draft for Rs. 5, 000/- towards Cost of EOI Document from any Nationalized Bank or Scheduled Commercial Bank, drawn in favor of "**Tribal Welfare Commissioner**" payable at Ranchi in the Technical Cover which is NON REFUNDABLE.

In case, the Processing Fees in shape of Demand Draft is not found in the Technical Cover, the Bid shall stand rejected for all-purpose.

EARNEST MONEY DEPOSIT

The bidder shall enclose **Earnest Money Deposit of Rs. 50,000/- (Rupees Fifty Thousand Only)** in shape of Demand Draft from any Nationalized Bank or Scheduled Commercial Bank, drawn in favour of “Tribal Welfare Commissioner” payable at Ranchi in the Technical Cover. In case the Earnest Money Deposit Demand Draft is not found in the Technical Cover, the Bid shall stand rejected for all-purpose. For successful bidders, this amount will be refunded after commencement of all trainees training and for unsuccessful bidders; this amount will be returned forthwith.

ENQUIRIES AND CLARIFICATIONS:

For all clarifications and enquires the perspective bidder is requested to attend the Pre-bid meeting as specified in the EoI document. All clarifications, suggestions & enquires leading to changes in the tender document shall be communicated after the pre-bid meeting officially on the Government website.

MODE OF SUBMISSION:

Completed tender documents can be submitted only through post at the **Office of Tribal Welfare Commissioner, Room No. 303, 3rd Floor, Project Bhawan, Dhurwa – 04, Ranchi (Jharkhand)**

However, THE DEPARTMENT shall not be held responsible for any postal delay or loss or anything else.

VALIDITY OF TERMS OF THE BID

Each Bid shall indicate that it is a firm and irrecoverable offer and shall remain valid and open for a period of not less than six months from the date of submission of the Bid. No adherence to this requirement may be a ground for declaring the Bid as non-responsive.

The agencies will be selected in accordance with the above guidelines.

Information regarding fulfillment of eligibility criteria is to be provided in tabular form which can be downloaded from the Government website www.jharkhand.gov.in

Short listing will be done strictly on the basis of information provided in the tabular format. The agency has to provide supporting documents for credentials claimed in the tabular format.

The EOI should reach to the address given above by **12.07.2016 till 5.00 PM** in a sealed envelope. The envelope should bear the name of the assignment for which EOI is being submitted. It should also contain the name, detailed address, email id & contact no. of the agency.

SELECTION PROCEDURE:

- The selection will be based on technical bid & presentation.
- The Technical Committee of THE DEPARTMENT shall open the Technical Bid in stipulated time.

AUTHORITY

- THE DEPARTMENT, Jharkhand reserves the right to cancel the EOI without assigning any reason thereof.
- No Postal Charges or Traveling Allowance shall be claimed by any bidder in case the EOI is cancelled / postponed.
- Decision of Tribal Welfare Commissioner shall be final & binding on all organizations participating in this EOI.
- Any dispute on Legal Issues shall be subjected to Ranchi Jurisdiction only.

FORMAT FOR TECHNICAL BID:

Sealed Cover:

1. Name, Address, Telephone No., Fax No., e-mail ID, website address of the head office of the Organization / Institution
2. Addresses and Telephone No. of the functional Training Centre for which the application is being submitted
3. Nature of the Organization/Institution (E.g. Not for Profit / Commercial / Registered Society / Trust etc.)
4. Registration Certificate
Whether registered under the Societies Registration Act, 1860 or any relevant Act of the Union Govt. / State Government / Union Territory Administration or under any State Law relating to Registration of Literacy, Scientific & Charitable Societies or as a public trust or as a charitable company If so:
 - (a) Give name of the Act under which registered
 - (b) Registration Number and Date of Registration
 - (c) Period up to which valid.
5. Details of training institution / centre (Please furnish details in the format) District Name & Address of the Centre Name of the Courses Type of Trade
6. Placement Details (evidences to be attached):
7. Year Name of the Trade No of Candidates Trained No of Candidates Placed
8. PAN No.(Evidence to be attached):
9. TAN No.(Evidence to be attached):

APPENDICES

APPENDIX – I **Format – Covering Letter**

To,
The Tribal Welfare Commissioner,
Department of Welfare
Government of Jharkhand

Dear Sir,

Subject: Proposal for empanelment of Training Service Providers to impart skill development training in jharkhand

This is in response to the RFP issued by the Integrated Tribal Development Authority (Ref No.) dated We (Name of the Bidder) are keen to get empanelled with the Department as Training Service Provider and hereby express our interest in being considered for the same. Please find enclosed one Original and one True Copy of our Proposal. We have also attached the requisite Processing Fee of Rs. 5,000/- in the form of Demand Draft No. dated drawn on

We hereby confirm that:

The RFP is being submitted by which is the "Bidder" in accordance with the conditions stipulated in the RFP.

1. We have examined in detail and have understood the terms and conditions stipulated in the RFP issued by the Department in the RFP issued by the Department and in any subsequent communication sent by the Department.
2. We agree and undertake to abide by all these terms and conditions. Our RFP is consistent with all the requirements of submission as stated in the RFP or in any of the subsequent communications from THE DEPARTMENT.
3. The information submitted in our RFP is complete and correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omission in our RFP. We acknowledge that the Department will be relying on the information provided in the RFP and the documents accompanying such RFP for Selection of Bidders for empanelment of Training Service Providers to impart skill development training in Jharkhand, and we certify that all information provided in the application is true and correct; nothing has been omitted which renders such information misleading ; and all documents accompanying such RFP are true copies of their respective originals.
4. We acknowledge the right of the Department to reject our RFP without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.

5. We declare that we satisfy all legal requirements and meet all the eligibility criteria laid down in the RFP.
6. This RFP is unconditional and we hereby undertake to abide by the terms and conditions of the RFP.
7. We understand that any work sanctioned in pursuance to the empanelment process detailed in this RFP shall be on the terms & Conditions specified in the Letter of Award / Work Order / Agreement pertaining to such work, which shall be thoroughly reviewed and accepted by us before undertaking such work.
8. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

For and on behalf of:

Signature:

Name:

Designation:

(Company Seal)

(Authorized Representative and Signatory)

Note:

The Covering Letter is to be submitted by Company Secretary / Authorized Representative and Signatory on the organisation's letterhead with his/her dated signature and seal.

APPENDIX – II
Affidavit for not being blacklisted

(Affidavit on non-judicial stamp paper by Company Secretary/Authorized Representative and Signatory of the Bidder with his/her dated signature and company seal)

AFFIDAVIT

I/We, on behalf of (*Name of Bidder*), with its registered office at do hereby declare that the above-mentioned Bidder has not been blacklisted/ debarred by any State / Central Government authority / Donor Agency for breach on our part.

For and on behalf of:

Signature:

Name:

Designation:

Date:

(Company Seal)

(Authorized Representative and Signatory)

APPENDIX – III
Format – Bidder’s Details

*(To be provided by Company Secretary or Authorized Signatory on Letterhead
with his/her dated signature and company seal)*

	Description	Details	Document at Page No.
1.	Name of Legal Entity		
2.	Status / Constitution of the Bidder		
3.	Name of Registering Authority		
4.	Registration Number		
5.	Date of Registration		
6.	Place of Registration		
7.	PAN Card Number		
8.	NSDC Training Partner (Yes/No)		
9.	Valid affiliation with Sector Skill Council (Yes/No)	Give details & documentary proof of valid SSC affiliation for each sector under which Bidder seeks to get empanelled	

N.B.:

- 1. Individual SSC affiliation is not necessary if the Bidder is an NSDC Training Partner. In suchcases, while applying for empanelment under various sectors, the Bidder must highlight pastexperience in skill training in each sector applied for.*
- 2. The entity holding SSC/NSDC affiliation must be the same as the entity applying as “Bidder” inresponse to this RFP who shall be the implementing agency for any work that may be sanctioned.*

For and on behalf of:

Signature:

Name:

Designation:

Date:

(Company Seal)

(Authorized Representative and Signatory)

Note: Copy of appropriate registration / incorporation certificate along with a copy of PAN card should be appended as a part of this form. Copies of all documents should beappended in the same order as mentioned in the table. All financial documents should beduly certified by a Chartered Accountant.

APPENDIX – IV
Format – Financial Capability Statement

(Duly signed by the Authorised Representative and certified by a Chartered Accountant)

On the basis of audited financial statements, I/We hereby submit that
(Name of Bidder), having registered office at, has
annual turnover, net profit / loss, net worth and annual turnover from skill development activities, in past three consecutive financial years (2012-13, 2013-14 and 2014-15), as follows:

S.No.	Financial Year	Annual Turnover (Rs. Lakhs)	Net Annual Profit / Loss (Rs. Lakhs)	Net worth (Rs. Lakhs)	Annual Turnover from development activities/ programmes (Rs. Lakhs)
1.	2012-13				
2.	2013-14				
3.	2014-15				
TOTAL AVERAGE					

For and on behalf of:

Signature:
Name:
Designation:
Date:

(Company Seal)
(Authorized Representative and Signatory)

Note:

- 1. Bidder is required to submit the audited financial statements for the past three years (2012-13, 2013-14 and 2014-15).*
- 2. Bidders who have not been in existence for three financial years may provide details pertaining to the duration of their existence.*
- 3. All supporting documents should be duly certified by a Chartered Accountant*

APPENDIX – V

Format – Training and Placement Record (2013-14, 14-15, 15-16)

(i) Training and Placement Record in Past 3 Financial Years

Name of Sector	Details	Total no. of candidates for which skill training completed (A)	Proof / Reference of Supporting Document corresponding to each row item under (A)	Total no. of candidates placed after skill training (B)	Proof / Reference of Supporting Document corresponding to each row item under (B)	Average salary range of placed candidates
Sector A	Name of program / scheme					
	Name of program / scheme					
	Name of program / scheme					
	Total					
Sector B	Name of program / scheme					
	Name of program / scheme					
	Total					
Total (all sectors) for past 3 financial years						

Note 1: Data may be provided for financial years 2012-13, 2013-14 & 2014-15 OR financial years 2013-14, 2014-15 & 2015-16

Note 2: Bidders are requested to furnish information in an organised manner as per the format mentioned above and guidelines mentioned below

APPENDIX – VI

Format – LOI for Placement Record in Jharkhand (If applicable)

S. No.	Name of industry / organization	Placement capacity (Nos.)	Formal arrangement (Yes/ No)
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

APPENDIX – VII

Format – General (If applicable)

S.N.	Description	Details
1.	No. of permanent trainers, along with their sector(s) of Expertise	
2.	No. of contractual trainers, along with their sector(s) of Expertise	
3.	No. of trainer providing Training in Jharkhand.	
4.	Average Qualifications of Permanent Faculty	
5.	No. (and basic details) of career counsellors working for the Bidder, if any	

Supporting proof documents to be annexed separately

For and on behalf of:

Signature:

Name:

Designation:

Date:

(Company Seal)

(Authorized Representative and Signatory)