



MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES  
GOVERNMENT OF INDIA

**CFTI**

**एम.एस.एम.ई. - प्रौद्योगिकी विकास केन्द्र**  
**केन्द्रीय पादुका प्रशिक्षण संस्थान**  
(सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय, भारत सरकार)  
सी-41 व 42, साईट-सी, औद्योगिक क्षेत्र, सिकन्दरा, आगरा-282007

**CFTI**

**निविदा आमंत्रित सूचना**

कौशल विकास दूरस्थ प्रशिक्षण कार्यक्रम ORP (Out Reach Programme) के लिए लैदर सेक्टर में विभिन्न जॉब रोल जैसे- स्टिचिंग ऑपरेटर (फुटवियर/लैदर एसेसरीज), कटर (फुटवियर/लैदर एसेसरीज), शू-मेकर (फुटवियर) आदि NSQF के आधार पर प्रशिक्षण प्रदान करने हेतु इन्फ्रास्ट्रक्चर पार्टनर फर्मों से निविदा आमंत्रित की जाती है। इसमें विभिन्न जनपदों में योजनानुसार प्रशिक्षण स्थल (प्रशिक्षण संबंधी सुविधाओं सहित), मशीनरी, फर्नीचर, बिजली, पानी, मोबिलाईजेशन व प्लेसमेंट आदि की व्यवस्था सम्मिलित है।

अधिक जानकारी के लिए Tender ref No. CFTI/Trg./ 5(58) ORP /2025-26 की नियम व शर्तें इत्यादि संस्थान की वेबसाइट पर देखें।

• कुटेशन जमा करने की अंतिम तिथि - **24-12-2025 शाम 5:30 बजे तक**

**सम्पर्क करें: 9411204684, 7310642370, 9412316282, 9759848995**

Ph: 0562-2642005  
E-Mail: info@cftiagra.org.in

**CFTI, AGRA** Website: [www.cftiagra.org.in](http://www.cftiagra.org.in)

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MSME-TECHNOLOGY DEVELOPMENT CENTRE, AGRA  
(Central Footwear Training Institute, Agra)

Tender Ref No: CFTI /ORP/ 5(58)/2025-26

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MSME-TECHNOLOGY DEVELOPMENT CENTRE, AGRA  
(Central Footwear Training Institute, Agra)

**“TERMS & CONDITIONS”**

**Tender Ref No : CFTI /ORP/ 5(58)/2025-26**

Tenders from established firms are invited to the institute which is capable for providing infrastructure, raw material, and machinery etc. (as per QP and requirement) for conducting outreach skill development training programs such as ORP etc.

The details of which are given below: -

1. Tenders are invited from the reputed Infrastructure Partners.
2. The bidder should submit sufficient document proof that they have prior experience as a service aggregator.
3. Tenders should be submitted along with a tender fee of Rs 1000/- (non-refundable) and Rs 20,000/- (refundable/as per rule) EMD through DD in favor of **“Director, CFTI, Agra**. Separately
4. The bidder with experience in conducting or coordinating various skill development training programs like ORP, UPSDM, ODOP, VSSY, etc., will be preferred.
5. **ORP (Outreach program)**—the bidder should quote (in **Annexure 5**) the basic rate as per training programmes as mentioned at **Annexure-2** to provide the aggregator services. which includes infrastructure & services as mentioned in **Annexure-1**
6. The bidder should submit the bids separately for each qualification pack as mentioned in **Annexure-1** (job role for ORP), which includes Sample Maker-Footwear, Cutter-Footwear, Stitching Operator-Footwear, Pre-Assembly Operator-Footwear, Lasting Operator-Footwear, Shoe Maker, Skiving Operator-Footwear, etc.
7. The training of 60 trainees—SC/ST and General/OBC inclusive—with a training capacity of 30 trainees with 4 hrs per day/at a time (30-30 candidates in 2 batches). Minimum 10% candidates belongs to Gen/OBC categories are mandatory in every batch.
8. Payment will only be released to the training partner by the institute only for those candidates who have successfully passed in assessment carried out by the assessment agency
9. SC/ST candidates (only online verified caste certificates will be considered) are exempted from the course fee as per the rules. The candidates belongs to Gen/OBC categories will be charged the **fees @ Rs 49/- per hour per candidates**, which will be paid by the candidates before commencement of the training programme \_through DD or NEFT in favour of “Director, CFTI Agra”.
10. The bidder should quote competitive prices applicable to educational institutes like CFTI, Agra, being a premier training institute in the country.
11. The sealed quotation super scribing the date for advertisement of the tender, the name of the Qualification Pack, and the due date should be addressed to the **Director, Central Footwear Training Institute, C-41/42, Industrial Area, Sikandra, Agra-282007**
12. Last date of submission of tender will be **24.12.2025**, & late tender is liable to be rejected, and the tender opening date will be communicated separately.
13. Quotations should be submitted in separate sealed bids (technical bids in a separate sealed envelope and financial bids in a separate sealed envelope) containing documents of proof of being a reputed infra partner and commercial bids, respectively.

14. The number of districts/trainees may be increased or decreased as per the requirement / administrative reasons.
15. The quotation should clearly indicate the minimum time required for arranging the required infrastructure; the lead time should be strictly adhered to.
16. Opened tenders or tenders through email will not be entertained.
17. Quotation shall be valid for a minimum period of one year from the last date of the submission of bids. (This may increase or decrease depending on the performance.)
18. The Institute reserves the right to alter, cancel, accept, modify, or vary the requirements, any terms, & conditions, and specifications, etc., or reject or postpone the project either fully or partly without assigning any reason thereof.
19. Where counter terms and conditions of business have been offered. CFTI, Agra, shall not be deemed to be governed by these and bound by them unless specific written acceptance thereof has been given by CFTI, Agra.
20. The quotations should clearly indicate in the technical/ final bids the percentage of tax and other charges levied, if any.
21. For all the matters concerned and not covered herein above, the decision of the Director, CFTI, Agra, shall be final and binding on the parties.
22. All the disputes arising out of the contract shall be subject to Agra jurisdiction (UP) India only.
23. The training charges will be proportionately increased or decreased as per the duration and facilities provided by the infra partner.
24. The annual turnover of the bidder should be a minimum of 50 lakhs and above in the last two years, 2023-24 and 2024-25.
25. The bidder will ensure in writing that all training documents and information (during and after the training program) not be disclosed to any other outside persons.
26. The bidders should submit the GST registration certificate/other supporting proofs along with the tender documents.
27. The bidder should submit sufficient documentation substantiating that they have relevant experience in providing infrastructural support for skill development training programs under any state/central government schemes or similar work experiences along with the customer list as per **Annexure-4** (Customer List) and the annual audited account for the last 3 years.
28. This project cannot be outsourced or sublet to any other agencies.
29. An undertaking on a Rs. 100/- judicial stamp paper is required as per the format of **Annexure-3** (Affidavit) in respect of blacklisting to be furnished.

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**Tentative List of infrastructure/Facilities to be provided by Infrastructure partner under Outreach program (ORP) scheme to train a batch of 60 trainees in different NSQF Level 4 (Stitching Operator/Cutter Footwear etc.) courses as per NQR registers.**

S. No.	Infrastructure and Materials
1	Total Area minimum 1000 Sq ft (Approx.)
2	Number of Classroom- 1 (approx. 400 Sq ft. of each room for Theory.) with Table/Bench-30 Nos. or pad Chair-30 Nos, Teacher Table & chair in each class room.
3	Number of Practical Classroom-1 -(approx. 400 Sq ft. of each room for Practical.) with Table/Bench-30 Nos. , chair/stool -30 Nos, Teacher Table & chair 10 Nos. cutting table, in each class room.
4	Depending on the job role or course, the center should be equipped with sewing machines, cutting tables, and lasting tables, as per QP guidelines. All facilities should be provided as per Training Requirements (QP) /Guidelines.
5	Male Washroom -1 No.
6	Female Washroom -1 No.
7	RO/ Water -1
8	First Aid Box -2
9	Power back up Electricity(Generator Set/ Inverter/ UPS)
10	White Board – 2 No
11	Chair and Tables for staff – 2 set
12	Security and Cleaning of the Center
13	Maintenance of All Machines and electricity
14	Branding – as per ORP Center Guidelines
15	Biometric / Manual Attendance with computer
16	Mobilization of 60 candidates for 30 Candidate per batch (SC/St and Gen/OBC).
17	Placement for pass trainees after the completion of training. (as per ORP, SOP and Guidelines).
18	List of Job Roles (courses) <b>Annexure-2</b>

**Note-** For conducting the Training Programme as per SOP of **Outreach program (ORP)** and Guidelines

**Training Venue –** Uttar Pradesh, Haryana, Delhi, Rajasthaan, MP, UK etc.

## QP and Job Role

S. No.	Job Role	Fill in and attach Annexure-2	NSQF Level	Theory Hours	Practical Hours	OJT* Hours	Total Hours	Approx. Working Day (4hrs per day)	Rate per Candidates (Fill in by Bidder)
1.	Footwear and Fashion Accessories Retail Associate	LSS/Q1201	4	120	270	90	480	120 Day	
2.	Computerized Pattern Stitching Machine Junior Technician	LSS/Q2202	4	120	300	0	420	105 Day	
3.	Shoe Making (India Skills Qualification)	LSS/Q4102	4.5	150	360	0	510	130 Day	
4.	Garment and Leather Accessories Making (India Skills)	LSS/Q4103	4.5	150	360	0	510	130 Day	
5.	Parts Making Helper (Goods & Garments)	LSS/Q5502	2	60	150	60	270	70 Day	
6.	Quality Control Inspector - Leather Accessories & Garments	LSS/Q5701	4.5	120	210	120	330	85 Day	
7.	Stitching Operator – (Footwear / Leather Accessories & Garments)	LSS/Q2501	3	90	180	120	390	100 Day	
8.	Skiving operator - Footwear	LSS/Q2401	3	70	225	60	60	90 day	
9.	Shoe Maker	LSS/Q4101	3	120	300	30	450	115 Day	
10.	Sample Maker – (Footwear/Leather Accessories & Garments)	LSS/Q2201	4	150	330	150	630	160 day	
11.	Pre-Assembly Operator	LSS/Q2601	3	100	230	60	390	100 Day	
12.	Lasting Operator - Footwear	LSS/Q2701	3	70	230	60	360	90 Day	
13.	Helper-Footwear Upper Making	LSS/Q3301	2	100	200	60	360	90 day	
14.	Cutter – (Footwear/Leather Accessories & Garments)	LSS/Q2301	3	90	180	120	390	100 Day	

**Note\*: On Job Training (OJT) Will be conducted in the footwear and allied industry.**

**AFFIDAVIT**

We.....) having its registered office at  
(.....) do hereby  
declare that the Applicant hasn't been blacklisted/debarred by any state &  
central government authority/agencies for breach on our part.

For and on behalf of:

Signature:

Name: Designation:

(Authorized Representative and Signatory)

(Organization Seal)

Date:-

## Annexure – 4

**Customer List**

S.N	Name of Client/Customer	Title of Training Programme	Year	Date of Completion of program	Total Value (Lakh)



## Annexure- 5

**TO BE PRINTED IN THE FIRM LETTER HEAD**

Date:

To,  
The Director,  
CFTI, Agra

**Sub: - Commercial bid for skill development training program**

Sir,

Please find below the best quote to provide Infrastructure and service to conduct ORP skill development training program.

S.No.	Description	Basic Rate /Per Trainee (Rs.) For ORP
1	Basic rate in rupees to provide aggregator services, including infrastructure, machine rent, and other facilities as per Annexure-1 to conduct skill development training program.	Fill in and attach Annexure-2
GST		
Total Amount including GST		

**Note –** I have read and agreed to abide all the terms and conditions as laid in your Open Tender Ref No **CFTI /ORP/ 5(58)/2025-26**, dated 14.12.2025 (Published Date).

(Signature of Authorized representative)

Name:

Designation:

Mobile number:

Email Id: