

INVITATION FOR EXPRESSION OF INTEREST (EOI)



TENDER YEAR 2025

**INVITATION FOR EXPRESSION OF INTEREST (EOI) TO EMPANEL
TRAINING SERVICE PROVIDERS (TSPs) FOR GREEN JOBS
TRAINING, IN COLLABORATION WITH GUJARAT ENERGY
DEVELOPMENT AGENCY (GEDA), CLIMATE CHANGE
DEPARTMENT, GOVERNMENT OF GUJARAT**

Issued by

Kaushalya – The Skill University (KSU)

Add: Block No. 3, VGEC Campus, Chandkheda, Ahmedabad – 382424, Gujarat

Website: <https://kaushalyaskilluniversity.ac.in>

Ref. No.: KSU/GEDA/TSP 2025-26/01

Date: 10/09/2025

NOTICE INVITING EXPRESSION OF INTEREST (EOI)

EOI Reference No: - KSU/GEDA/TSP 2025-26/01

Kaushalya – The Skill University (KSU) invites Expressions of Interest (EOI) from eligible and experienced Training Service Providers (TSPs) for empanelment to deliver Green Jobs training in collaboration with Gujarat Energy Development Agency (GEDA), Climate Change Department, Government of Gujarat. The empanelled agencies will be responsible for carrying out skill development and capacity-building activities in priority green sectors at designated centres across Gujarat.

S. No.	Particulars	Details
1	Project Type	Skill development and capacity-building activities under the Gujarat Green economy sector, in collaboration with the Gujarat Energy Development Agency (GEDA), Climate Change Department, Government of Gujarat.
2	Approved Course/ Job Roles	As per annexure 7
3	Eligible Training Partners	Refer to Heading “7”: Submission and Evaluation of EOI
4	EOI Reference Number	KSU/GEDA/TSP 2025-26/01
5	Mode of EOI Submission	Proposals must be submitted in both modes: i) hard copy of original documents at the office of the Registrar, Kaushalya – The Skill University ii) by email to the Registrar, with all requisite documents duly signed and enclosed/scanned.
6	EOI Float Date	15/09/2025
7	Last Date of Proposal Submission	06/10/2025 , 03:00 PM
8	Pre-Bid Meeting Date	23/09/2025, 03:00PM.
9	Date of Opening EOI and Place	06/10/2025, 05:00PM at KSU Campus, Chandkheda.
10	Project Duration	1 year (subject to annual review and renewal).
11	Terms of Reference	Refer to Heading “6”: Instructions to Agencies and Heading “8”: General Terms and Conditions
12	Nodal In-charge for Queries	1. Name & Designation: Mr. V.S. Champavat, Dy. Chief Skill Coordinator, KSU 2. Contact Number: +91 96876 30341 3. E-mail ID: dy.csc@kaushalyaskilluniversity.ac.in
13	Address for Communication	The Registrar, Kaushalya – The Skill University Block No. 3, VGEC Campus, Chandkheda, Ahmedabad – 382424, Gujarat Email: info@kaushalyaskilluniversity.ac.in

EOI documents, including any corrigendum/addendum, shall be hosted on the Kaushalya – The Skill University (KSU) website (<https://kaushalyaskilluniversity.ac.in>) and may be downloaded therefrom. Prospective bidders are advised to visit the website regularly for updates and for accessing the EOI for participation.

Ms. Rekha Nair
Registrar
Kaushalya- The Skill
University

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1. Disclaimer

The information contained in this Expression of Interest document (“EOI”) or subsequently provided to Agencies, whether verbally or in documentary or any other form by or on behalf of Kaushalya – The

Skill University (KSU) (hereinafter referred to as the “Authority”), is provided to Agencies on the terms and conditions set out in this EOI and such other terms and conditions subject to which such information is provided. This EOI is not an agreement or an offer by the Authority to the prospective Agencies or any other person. The purpose of this EOI is to provide interested parties with information that may be useful to them in the formulation of their proposals pursuant to this EOI. This EOI may not be appropriate for all persons, and it is not possible for the Authority, its employees, or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this EOI.

The assumptions, assessments, statements, and information contained in this EOI may not be complete, accurate, adequate or correct. Each Agency should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this EOI and obtain independent advice from appropriate sources. Information provided in this EOI to the Agencies may be on a wide range of matters, some of which may depend upon the interpretation of the law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise of any interpretation or opinion on the law expressed herein.

The Authority, its employees and advisers make no representation or warranty and shall have no liability to any person including any Agency under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this EOI or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the EOI and any assessment, assumption, statement or information contained therein or deemed to form part of this EOI or arising in any way in this Selection Process. The Authority also accepts no liability of any nature whether resulting from negligence or otherwise, howsoever caused, arising from reliance of any Agency upon the statements contained in this EOI.

The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this EOI. The issue of this EOI does not imply that the Authority is bound to select an Agency or to appoint the selected Agency, as the case may be, for the mentioned services, and the Authority reserves the right to reject all or any of the proposals without assigning any reasons whatsoever.

The Agency shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority, or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Agency, and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Agency in preparation for submission of the proposal, regardless of the conduct or outcome of the selection process.

2. Definitions

The following terms shall have the meanings assigned to them for the purpose of this Expression of Interest (EOI) document:

1. **Expression of Interest (EOI):** The document issued by the Authority inviting proposals from eligible and experienced Training Service Providers (TSPs) for empanelment to deliver Green Jobs training in collaboration with Gujarat Energy Development Agency (GEDA), Climate Change Department, Government of Gujarat.
2. **Kaushalya – The Skill University (KSU):** The nodal agency designated by the Government of Gujarat for implementation Green Jobs training in collaboration with Gujarat Energy Development Agency (GEDA), Climate Change Department, Government of Gujarat.
3. **Gujarat Energy Development Agency (GEDA):** The State nodal agency under the Climate Change Department, Government of Gujarat.
4. **Training Service Provider (TSP):** The organization or agency submitting its proposal in response to this EOI for delivering training services.
5. **National Skills Qualifications Framework (NSQF):** A competency-based framework that organizes qualifications according to a series of levels of knowledge, skills, and aptitude.
6. **National Occupational Standards (NOS):** Standards outlining the skills, knowledge, and understanding required for job roles in the construction sector.
7. **Performance Guarantee (PG):** A financial instrument submitted as security for the faithful execution of the project.
8. **Chartered Accountant (CA):** A professional responsible for verifying and certifying the financial statements of the TSP.
9. **Tender Evaluation Committee (TEC):** Committee constituted by the Authority to evaluate EOIs.
10. **SDMS (Skill Development Management System):** The designated digital platform for beneficiary registration/e-KYC, AEBAS-linked attendance, batch/assessment/certification management, DBT processing, and MIS.

3. Abbreviations

S. No.	Abbreviation	Full Form
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1	EOI	Expression of Interest
2	KSU	Kaushalya – The Skill University
3	GEDA	Gujarat Energy Development Agency
4	TSP	Training Service Provider
5	NSQF	National Skills Qualifications Framework
6	NOS	National Occupational Standards
7	AEBAS	Aadhaar Enabled Biometric Attendance System
8	SDMS	Skill Development Management System
9	ToT	Training of Trainers
10	MIS	Management Information System
11	PIA	Project Implementing Agency
12	CA	Chartered Accountant
13	NCVET	National Council for Vocational Education and Training
14	NSDC	National Skill Development Corporation
15	SSC	Sector Skill Council
16	STT	Short-Term Training
17	OJT	On-the-Job Training
18	DBT	Direct Benefit Transfer
19	DSC	Digital Signature Certificate
20	TEC	Tender Evaluation Committee
21	UDIN	Unique Document Identification Number (for CA certificates)
22	PG	Performance Guarantee
23	FY	Financial Year
24	MoU	Memorandum of Understanding

4. Introduction & Background

4.1 About the Tendering Authority- KSU

Kaushalya – The Skill University (KSU) has been established by the Government of Gujarat under the Kaushalya Skill University Act, 2021, as a dedicated state public university for vocational education and skill development. The university has been mandated to provide industry-relevant training and to promote skilling excellence through the integration of academic frameworks and hands-on learning models.

As the nodal institution for conceptualizing, implementing, and monitoring skill development initiatives across Gujarat, KSU ensures that all programs are aligned with the National Skills Qualifications Framework (NSQF) and adhere to sectoral standards and best practices. With robust academic, digital, and operational infrastructure, KSU plays a central role in delivering standardized, outcome-based training across key growth sectors such as construction, logistics, infrastructure, manufacturing, and services.

KSU also serves as a strategic interface between learners, academic institutions, and government systems, facilitating seamless delivery of skilling initiatives in line with the Government of Gujarat's vision for workforce development.

4.2 About Gujarat Energy Development Agency (GEDA)

Gujarat Energy Development Agency is the State's nodal body for promoting renewable energy, energy efficiency, and allied clean-technology initiatives. It supports policy formulation and implementation, designs and administers programs, coordinates with industry and academic partners, and leads public awareness and capacity-building efforts. Core functions typically include:

- ☐ Advisory on policies, standards, and guidelines
- ☐ Program design, partner onboarding, and compliance oversight
- ☐ Training and capacity building with relevant institutions
- ☐ Monitoring, reporting, and data integrity for scheme outcomes
- ☐ Outreach and stakeholder coordination across government and industry

4.3 Project Overview and Objectives

Kaushalya – The Skill University (KSU) invites Expressions of Interest (EOI) from eligible and experienced Training Service Providers (TSPs) for empanelment to design and deliver certificate, short-term, NSQF-aligned training in green job sector, in collaboration with the Gujarat Energy Development Agency (GEDA), Climate Change Department, Government of Gujarat.

Objectives:

- ☐ Build a job-ready talent pipeline across priority green sectors (e.g., renewable energy, electric mobility, energy efficiency, waste management and recycling, green construction, water management and conservation).
- ☐ Enable reskilling and upskilling of students, jobseekers, and in-service technicians to meet current and emerging industry demand.

- ☐ Promote safe, sustainable, and resource-efficient practices aligned with the State's climate and sustainability goals.
- ☐ Create clear pathways to employment, self-employment, or progression to higher-level certification.

Empanelled TSPs will lead mobilization and counselling, deliver classroom/lab/field practicals, facilitate industry exposure where feasible, and coordinate assessment and certification through approved bodies. TSPs will also ensure compliance with prescribed infrastructure and faculty norms, data reporting on the designated MIS, quality assurance, and all branding/communications guidelines notified for the Authority.

4.4 Beneficiary Coverage

The program is open to eligible candidates across Gujarat seeking careers or advancement in the green economy, including (indicatively) final-year and pass-out ITI/diploma/engineering students, working technicians/operators requiring upskilling or reskilling, and youth or micro-entrepreneurs aiming to transition into solar PV, EV service and maintenance, energy auditing, waste management and recycling, and allied domains. Entry qualifications will be course-specific as per the approved curriculum/NSQF level.

The training shall cater to various green economy trades and related skills, ensuring that participants gain relevant, industry-ready competencies.

5. Scope of Work

The empanelled Training Service Providers (TSPs) shall support Kaushalya – The Skill University (KSU), the sole implementing agency, in delivering Reskilling, Upskilling, and New Skilling (RUN) programs for eligible candidates in priority green sectors across Gujarat. The scope includes:

- ☐ **Mobilization and Identification of Beneficiaries:**
 - Conduct awareness campaigns and outreach activities to mobilize eligible candidates in priority green sectors across Gujarat.
 - Ensure transparent beneficiary identification and enrolment as per KSU's guidelines.
- ☐ **Setting up Training Centres:**
 - Establish or utilize existing training centres with required infrastructure, training aids, and tools as per KSU norms.
 - Ensure safe, accessible, and conducive learning environments for all trainees.
- ☐ **Delivery of Training Programs:**
 - Conduct National Skills Qualification Framework (NSQF)-aligned training in the approved job roles.
 - Follow the prescribed curriculum, modules, and training materials as directed by KSU.
 - Implement both theoretical and practical modules to ensure comprehensive skill acquisition.
 - Engage KSU ToT-certified trainers for high-quality delivery as per prescribed standards.
- ☐ **Assessment and Certification:**

- Coordinate with appropriate assessment agencies/assessors authorized by KSU for conducting assessments.
- Facilitate timely certification of candidates upon successful completion of training and assessments.
- ☐ **Placement Facilitation and Post-Training Support:**
 - Facilitate linkages with potential employers and placement opportunities, wherever feasible.
 - Provide post-training support and guidance to ensure successful application of skills in the workplace, wherever feasible.
- ☐ **Documentation and Reporting:**
 - Maintain complete, auditable records of admissions, training delivery, internal assessments, trainer qualifications/experience, OJT/industry exposure, and related activities in the formats prescribed by KSU.
 - Submit periodic progress reports, utilisation certificates, and any other returns/documents required by KSU within the stipulated timelines.
- ☐ **Compliance with Guidelines:**
 - Adhere to all instructions, circulars, and guidelines issued by KSU from time to time.
 - Ensure compliance with statutory, health, safety, and quality standards during training delivery.

6. Instructions to Agencies

6.1 General

- ☐ The EOI must be submitted in both modes:
 - A hard copy of the original documents at the office of the Registrar, KSU, and
 - by email to the Registrar, with all requisite documents duly signed and enclosed/scanned, on or before the submission deadline.

*(Applicant Cover Letter as specified in **Annexure 1** as the first page of both the hard-copy and email submissions.)*
- ☐ The proposal shall include **Annexure-2: Applicant Profile Details (Lead Applicant)—and Annexure-2A (Consortium Member, if applicable)—**placed immediately after Annexure-1 in both physical and email submissions."
- ☐ All EOI documents shall be downloaded from the Kaushalya – The Skill University (KSU) website
- ☐ All documents and correspondence related to this EOI must be in English.
- ☐ The EOI response must remain valid for a period of 180 days from the date of submission.
- ☐ All costs incurred by the Agency in preparing and submitting the EOI, including any presentations or clarifications, shall be borne by the Agency. The Authority shall not be responsible for these costs, regardless of the outcome of the process.
- ☐ The Authority may seek clarifications from the Agencies at any stage of the evaluation process. Agencies shall respond to such clarifications in writing within the prescribed timeline.

- ☐ Any corrigendum or amendment to this EOI will be uploaded only on the official website of the Authority. Agencies are advised to regularly check these portals for updates.
- ☐ The Authority reserves the right to accept or reject any or all proposals without assigning any reasons whatsoever. The Authority's decision in this regard shall be final and binding.
- ☐ The Agency shall comply with all applicable laws, regulations, and guidelines while delivering the scope of work.
- ☐ The EOI response must be complete in all respects and in the prescribed formats. Incomplete submissions or those not in the prescribed format may be rejected.
- ☐ The Agency shall not be under a declaration of ineligibility for corrupt or fraudulent practices.

6.2 Pre-Bid Meeting / Clarification Session

- ☐ To provide clarity and ensure a common understanding of the EOI requirements, a Pre-Bid Meeting (also known as a Clarification Session) shall be held as per the schedule specified in the Notice Inviting EOI.
- ☐ All interested Agencies are encouraged to attend this meeting to seek clarifications, understand the expectations of the Authority, and ensure the completeness of their proposals.
- ☐ The Pre-Bid Meeting shall be conducted either physically at the designated venue or virtually through a secure digital platform, as determined by the Authority. Details of the meeting mode and login credentials (if applicable) shall be shared on the official website of the Authority.
- ☐ Agencies must submit their queries, if any, in prescribed format only via email, at least three working days prior to the scheduled Pre-Bid Meeting. Queries either not submitted in prescribe format or received after this period, may not be entertained.
- ☐ Responses to queries and clarifications issued during the Pre-Bid Meeting shall be shared in the form of a corrigendum or an addendum on the official website of the Authority.
- ☐ Attendance at the Pre-Bid Meeting is optional but strongly recommended to ensure accurate and complete understanding of the EOI process and requirements.

7. Submission and Evaluation of EOI

The following instructions shall govern the submission and evaluation of the EOI responses:

7.1 Submission of EOI

- ☐ The EOI response shall be submitted via physical hardcopy and through Email on info@kaushalyaskilluniversity.ac.in. **The hard copy is mandatory otherwise the application will not be considered.** The timeline is strictly as per the schedule and instructions provided in the Notice Inviting EOI.
- ☐ The Agency shall ensure that all required documents and forms are submitted in the prescribed formats (PDF, scanned copies, etc.) and within the file size limits.
- ☐ The EOI response must be signed by the authorized signatory of the Agency.

- ☐ The EOI response shall be complete in all respects, including all prescribed annexures and supporting documents, and submitted before the deadline. Late submissions shall be rejected.
- ☐ The Agency must ensure that all shared documents are legible, complete, self-attested, and indexed as required.

7.2 Opening of EOI

- ☐ The submissions will be opened on the date and time specified in the Notice Inviting EOI, in the presence of authorized officials of the Authority.
- ☐ The opening process will be conducted strictly in accordance with the protocols of the Authority to ensure transparency and fairness.
- ☐ Only those EOIs that are successfully submitted within the deadline and in compliance with the physical and digital submission guidelines will be considered for opening.
- ☐ The Authority reserves the right to extend the opening date and time at its discretion, and any such changes will be communicated on the official e-procurement portal.

7.3 Evaluation Process

The evaluation of EOI responses shall be carried out by a Tender Evaluation Committee (TEC) constituted by the Authority, in the following stages:

A. Pre-Qualification/ Eligibility Evaluation:

To ensure only credible and capable Training Service Providers (TSPs) are empanelled, applicants must submit the following mandatory documents and declarations as part of their EOI proposal. These documents will be used to verify basic eligibility and compliance before the technical evaluation stage. Failure to submit any required document or providing incorrect/unauthenticated information will lead to outright rejection of the proposal. The pre-qualification checklist acts as a self-verification and compliance tool and must be submitted along with the proposal, duly signed and sealed by the authorized signatory.

S. No.	Minimum Eligibility Criteria	Documentary Proof (to be uploaded as scanned copies)
1	Legal Entity: The Bidder must be a registered legal entity in India—Company (Companies Act, 2013), LLP/Partnership Firm, Society, Public/Private Trust (including industry-promoted), Association, or Government/PSU institution—or an industry–institute consortium led by any of the foregoing.	1. Registration Certificate / Incorporation Document / MoA / AoA or equivalent document
2	Turnover: The bidder must have a minimum average annual turnover of INR 10 crore during the last three (3) audited financial years. For eligibility, turnover shall be considered as follows: (i) Consortium: turnover of the Lead Bidder only;	1. Turnover certificate by CA/declaration as per Annexure 3 2. Audited Financial Statements for the last three financial years In case of consortium, Joint declaration as per Annexure 4 , signed by all members, naming the Lead

	(ii) Trust: turnover of the promoter industry; (iii) Association: turnover of the lead/anchor member industry(ies) as declared at bid submission.	Bidder, defining member roles, and authorizing the Lead
3	Trainer and Infrastructure Readiness: Access to minimum 5 qualified trainers and necessary infrastructure to deliver NSQF-aligned training.	1. List of nominated/certified trainers along with their qualifications as per Annexure 5 2. List of Infrastructure Details involving centre availability or MOUs with the training partners, etc.
4	Statutory Compliance: Must have valid PAN and GST Registration.	1. PAN Card 2. GST Registration Certificate
5	No Blacklisting: Agency should not have been blacklisted by any government department or donor agency.	1. Self-Declaration in prescribed format (Annexure 6)

Note: The pre-qualification stage is **non-scoring but mandatory**. Only those TSPs who meet these criteria shall proceed to the technical evaluation stage.

B. Technical Qualification Criteria (TQ):

Applicants meeting the pre-qualification requirements will be evaluated technically. Applicants must secure a minimum of 60 out of 100 marks to be considered technically qualified. Final selection shall be from among technically qualified agencies, subject to further verifications or interactions as required.

Sr. No.	Evaluation Parameters	Max. Marks	Documents Required
1	Year of Experience in providing training in Green Job Sector under Central Government/State Government/ULBs/PSUs/Government Agency in India. (Calculation for Year of Experience- At least one project in each financial year will be calculate as one complete year experience) More than 2 Years: 15 Marks More than 1 year to 2 Years: 10 Marks	15	1. Previous training experience details as per Annexure 8 2. Work Order for each Financial Year 3. Experience Certificate/ Completion document certifies from Respective Department for each Financial Year.
2	Average Business turnover of the bidder in last 03 Financial years. More than 25Cr: 20 Marks 10 Cr - 25 Cr: 15 Marks 10 Cr: 10 Marks	20	1. Turnover certificate by CA/declaration as per Annexure 3 2. Audited Financial Statements for the last three financial years
3	Number of workers trained in Green Job Sector related Job Role Under NCVET/ NSDC/KSU/ SSC in last 05 Financial Years More than 501 Workers Trained: 15 Marks 101- 500 Trained Workers Trained: 10 Marks 51- 100 Trained Workers Trained: 5 Marks	15	Copy of Purchase/Work Order/Experience certificate clearly specifying the Scope of Work
4	Geographic Presence (Number of Cities) Operational presence in Gujarat through own training centres or offices active within the preceding 24 months	20	1. Centre list with addresses and contact details 2. Proof of operations (e.g., affiliation/approval)

	> 5 cities: 20 marks 3-5 cities: 15 marks 2-3 cities: 10 marks 1 city: 5 marks		letters, utility bills/lease, AEBAS/attendance extracts), and photos.
5	The marks for Approach & Methodology involving training infrastructure readiness, OJT capability, training supervision, monitoring & evaluation, and mobilization processes, etc. will be awarded by the Evaluation Committee based on the bidder's presentation and evidence, proportionate to the extent of compliance with the specified requirements. Additional credit will be accorded for demonstrable innovation—such as effective use of technology, robust strategy and planning, and quality of content development.	30	Relevant PPTs and documents (Time, Date and place will be informed later)
	Total Marks	100	

Minimum Qualifying Marks: 60 marks out of 100.

Important Notes:

- ☐ All claims must be supported by relevant documents.
- ☐ The Authority may verify or seek clarifications on any claim.
- ☐ In case of a tie, preference will be given to applicants with better sectoral specialization and physical presence in Gujarat.
- ☐ Shortlisted applicants may be called for site visits, presentations, or interactions for final verification.
- ☐ The final decision on the selection and empanelment of agencies shall rest solely with the Authority and will be final and binding.

C. Evaluation of Pre-Qualification and Technical Proposals

1. The evaluation of pre-qualification and technical proposals shall be carried out by the Authority- **Kaushalya – The Skill University (KSU)** as the nodal implementing agency.
2. Evaluation will consider completeness, compliance, and responsiveness of proposals in line with Section 7.3.
3. The Authority may, at its discretion, waive minor irregularities that do not materially affect the evaluation outcome, provided such waivers do not prejudice relative ranking.
4. Only those proposals meeting the pre-qualification criteria shall be evaluated technically.
5. Agencies must secure at least **60% marks** (or higher if specified in corrigendum) in the evaluation framework to qualify for empanelment.

7.4 Notification of Award & Contracting

1. Prior to the expiry of proposal validity, the Authority will notify successful applicants of their selection. This notification shall constitute the formation of the empanelment agreement.
2. Simultaneously, the Authority will issue the Common Pro Forma (Agreement document) for Contract to all selected agencies, which must be signed without deviation.
3. The selected agency shall return the signed contract within 15 working days of receipt.
4. Contract rates and conditions will remain valid for the entire empanelment period unless revised by official order.

7.5 Empanelment of Agencies

1. The empanelment shall remain valid for a period of **one (1) year**, subject to annual review and renewal by the Authority, unless terminated earlier due to performance or policy decisions.
2. An initial performance review may be conducted **within two (2) months** of signing (or as deemed fit) to assess ramp-up and calibrate targets.
3. Empanelled agencies will be allotted training targets (number of beneficiaries, job roles, and geographies) annually by the Authority.

7.6 Consortium

- ☐ **Permissible types (max. two members):**
 - I. **Lead Applicant** (any eligible entity— industry/ company/ association/ institute/ trust/ society/ Govt./ PSU) **acting as the Training Service Provider + Mobilization Partner.**
 - II. **Lead Applicant** (as above) + **Industry Partner/Employer/Industry Association** (for OJT/apprenticeships, workplace exposure, placements, co-delivery/infrastructure).
 - III. **Lead Applicant** (as above) + **Academic/Technical Institute** (for co-delivery, trainer supply, labs/workshops).
- ☐ **Responsibilities & liability:** The Lead Bidder has sole responsibility for end-to-end delivery, contractual compliance, quality, data/reporting, and statutory adherence; all members are jointly and severally liable for consortium obligations. The Lead is authorized to incur liabilities and receive instructions on behalf of the consortium. The Mobilization/Industry Partner supports mobilisation, on-site coordination, beneficiary authentication & documentation, OJT/apprenticeships, and placement facilitation, as applicable.
- ☐ **Exclusivity & composition:** An entity may participate either individually or in one (1) consortium only. Any change in consortium composition is not permitted without prior written approval of the Authority/KSU.
- ☐ **Eligibility & evaluation:** Pre-qualification/turnover will be considered for the Bidder as stated in the declaration by the consortium.

- ☐ **Documentation to submit: Consortium Declaration (Annexure 4)** jointly signed by all members, naming the Lead, defining each member's roles/responsibilities, and authorizing the Lead to act for the consortium; POAs/authorizations from all members; and a Consortium/MoU Agreement valid for the entire contract period plus any notified claim period.

8. General Terms and Conditions

The following general terms and conditions shall apply for this EOI, and any subsequent agreement or work order issued:

1. The Authority reserves the right to accept or reject any or all proposals without assigning any reasons whatsoever. The decision of the Authority shall be final and binding.
2. Agencies found to have engaged in any corrupt or fraudulent practices shall be disqualified.
 - ☐ **Corrupt practices** include offering or receiving anything of value to influence procurement.
 - ☐ **Fraudulent practices** include misrepresentation of facts to influence procurement.
 - ☐ Agencies found indulging in such practices will be ineligible for further processes.
3. No deviations, counter conditions, or additional terms from Agencies shall be entertained.
4. The Agencies shall provide the list of manpower utilized at the training centres and shall bear the entire cost of manpower, infrastructure, training kit, equipment, etc.
5. Empanelled Agencies shall be responsible for compliance with all applicable laws, regulations, and guidelines related to training, safety, and welfare.
6. The Authority reserves the right to empanel single or multiple qualified agencies as per project requirements.
7. The Authority may terminate the contract by issuing a one-month notice if the Agency's performance is found unsatisfactory.
8. The Authority may conduct monitoring of training activities at regular intervals. Agencies shall take corrective measures based on feedback from designated officers.
9. If the Agency is found incapable of delivering the required services as per the prescribed norms, the Authority reserves the right to terminate the empanelment and forfeit the EMD. The Authority may also award the same work to other qualified empanelled Agencies.
10. Any dispute or difference arising out of this EOI process, or the contract execution shall be subject to the jurisdiction of the courts in Ahmedabad, Gujarat.
11. The final decision in all matters related to this EOI shall rest with the Honourable Director General, KSU, and shall be binding on all participating Agencies.

9. Key Terms of Empanelment

9.1 Applicability & Scheme Governance

- ☐ Empanelled Training Service Providers (TSPs) shall implement training strictly as per **scheme-specific guidelines** notified by the Authority.
- ☐ Where scheme-specific instructions are not issued, **KSU's approved norms, circulars and SoPs** shall prevail and be binding.
- ☐ Upon allocation, TSPs shall operationalize **100% of allotted centres** within the timelines communicated by the Authority so that training commences as scheduled

9.2 Centre & Faculty Standards

- ☐ All centres must comply with KSU Training Centre Specifications (space, utilities, tools/equipment, safety & accessibility).
- ☐ Trainer–trainee ratio: 1:20 per batch per trade, unless otherwise approved in writing.
- ☐ Trainers must meet norms specified in the approved course curriculums and be ToT-certified in the relevant discipline.

9.3 Training Calendar & Batch Structure

- ☐ Batches may commence on the **1st or 15th of each month** (next working day if a holiday), unless otherwise directed by Authority.
- ☐ **Batch size: Minimum 15 and maximum 20** candidates per batch; KSU may revise limits generally or for specific cohorts with prior written approval.
- ☐ **Attendance:** Use **AEBAS/Authority specified tool** for real-time, verified attendance and compliance reporting.

9.4 Assessment & Certification

- ☐ Post-training, candidates shall be assessed and certified by **KSU or KSU appointed assessor as notified for the programme**.
- ☐ Certificates shall be issued only to candidates meeting the prescribed pass criteria and shall follow the branding/format approved by the Authority.

10. Financial Terms, Fund Release & Contractual Instruments

10.1 Payouts & Eligible Costs

S. No.	Particulars	Rate	Payout To
1	Base Training Cost	As per Common Skilling Norms (CSN)	TSP

Notes:

- I. Cost will be based on training targets allocated by the Authority upon reviewing the readiness and training experience in the relevant field of the TSP.
- II. Rates are subject to revision via Government/Common Skilling Norms/corrigendum; revised rates shall apply prospectively.
- III. Any scheme-specific rate notified by the Authority supersedes the above for that scheme.

10.2 Release of Fund:

Payouts will be directly transferred to the TSP bank account. Payment will be released only on successful completion of the following milestones in three parts as below:

Payment Part	Release of Fund method in %	Output Parameters	Submission of the following documents
01	30%	On batch commencement and verification in the designated portal (centre active; batch live).	1. Batch commencement approval/portal extract (KSU SDMS). 2. Training plan & calendar. 3. Enrolment list with verified IDs (AEBAS onboarding).
02	30%	On achieving 70% AEBAS attendance (once) and 50% course completion .	1. Trainee attendance report (AEBAS). 2. Mid-course progress/50% completion evidence. 3. Interim records as applicable (e.g., internal assessments/practical's).
03	40%	On certification of passed candidates ; amount attributable to failed/dropped candidates adjusted in payables.	1. Batch assessment report. 2. Candidate-wise assessment results (Assessor/portal). 3. Evidence of certificate issuance/distribution to candidates (portal/upload).

Note: - Other Document Prescribe in MoU & Work Order. In case any Tax is levied will be payable as per rule.

10.3 Payment Terms & Invoicing

1. **Trigger & billing basis:** Payments are milestone-based (as per 10.2 tranches) and claimed **batch-wise** through the KSU portal. Monthly consolidation of eligible, milestone-achieved batches is allowed; no payment is due until the relevant milestone is met.
2. **Invoice pack & evidences:** Claims must be filed on the designated portal/formats with a matching tax invoice and the tranche-wise evidences listed in 10.2. Any additional documents prescribed in the MoU/Work Order must also be attached.
3. **Review, approval & timelines:** KSU/authorized officers will verify completeness, eligibility, and portal data before approval. Payments will be released within the timelines stipulated in the MoU/Work Order from the date of acceptance of a **complete** claim.
4. **Withholding & disputes:** KSU may withhold only the **disputed portion** of any invoice (e.g., ineligible trainees, data mismatch, attendance shortfall, duplicate claim). Disputes will be

resolved per the EOI/contract. Withholding does not entitle the TSP to suspend or delay training.

5. **Taxes & statutory deductions:** Taxes are payable as per law. TDS and other statutory deductions will be applied by KSU as applicable. Approved rates are inclusive of statutory levies/duties unless specified; the TSP is responsible for its own income-tax/personnel liabilities.
6. **No extra claims / non-duplication:** No claims beyond approved cost norms (10.1) shall be admitted. The TSP shall prevent duplicate claims across schemes/agencies and maintain auditable records.
7. **Banking & compliance:** Payments are made to the registered bank account of the TSP; beneficiary DBTs (e.g., meal allowance) are processed separately per scheme norms. The TSP shall maintain receipts/acknowledgements required for audit.

10.4 Performance Guarantee (PG)

The selected agency shall furnish a Performance Guarantee (PG) prior to commencement. The amount, form, and validity of the PG shall be finalized at the time of contract execution, commensurate with the training numbers/targets allotted. The PG may be invoked/adjusted against recoveries, including penalties under Clause 10.5, with any unutilized balance released upon successful completion and settlement of all dues.

10.5 Imposition of Penalty

If a Training Provider is not able to complete the targets in terms of candidates trained and placed, following matrix would be used by the Authority for considering percentage of amount of forfeiture of PG submitted by TSP. The percentage mentioned below is in terms of the total training cost which would be recovered from the Performance Guarantee submitted by the TSP. The matrix below shows the different penalty rates for a Training Provider:

Training Target Achievement (Assessed)	Penalty %
Less than 20%	5%
21%-40%	3%
41%-60%	1%
More than 61%	0%

Annexure 1: Covering Letter Format

(To be submitted on the Applicant's letterhead)

Date: _____

To,
The Registrar,
Kaushalya – The Skill University
Block No. 3, VGEC Campus, Chandkheda, Ahmedabad – 382424, Gujarat

Subject: **Expression of Interest (EOI) for Empanelment of Training Service Providers**

Sir/Madam,

We, M/s. _____, having our registered office at _____, hereby submit our proposal in response to the Expression of Interest (EOI) bearing reference number: _____, issued by Kaushalya – The Skill University (KSU) for empanelment as a Training Service Provider (TSP) to provide skill development and capacity building training to eligible candidates in priority green sectors across Gujarat.

We hereby confirm and declare that:

1. This proposal is being submitted by us in accordance with the conditions stipulated in the EOI document issued by the Authority.
2. We have thoroughly examined and fully understood the terms and conditions of the EOI and any subsequent communications issued by the Authority. We agree to abide by all such terms and conditions.
3. The information furnished in our proposal is complete and in strict compliance with the requirements specified in the EOI. We affirm that the information and documents provided are accurate and true to the best of our knowledge.
4. We accept full responsibility for any errors or omissions in our proposal. We understand that KSU will rely on the information and documents provided in our proposal for empanelment, and we certify that there is no misrepresentation or omission of any fact that may render the information misleading.
5. We acknowledge the right of the Authority to reject our proposal without assigning any reasons whatsoever, and we hereby waive our right to challenge the same under any circumstances or in any forum.

6. We meet all the eligibility criteria as specified in the EOI and satisfy all legal and technical requirements.
7. Our proposal is unconditional, and we hereby undertake to comply with all the terms and conditions of the EOI and subsequent directions of the Authority.
8. We confirm that neither we nor any of our promoters/directors/partners/trustees have engaged in any corrupt, fraudulent, coercive, undesirable, or restrictive practices, directly or indirectly, or through any agent.

In witness thereof, we submit this proposal in full compliance with the terms of the EOI and with a commitment to deliver high-quality training services.

For and on behalf of:

Authorized Signatory

Name:

Designation:

Contact Number:

Email ID:

(Seal of the Organization)

Annexure 2: Applicant Profile Details

(To be submitted on the Applicant's Letterhead, along with supporting documents)

Date: _____

To,
The Registrar,
Kaushalya – The Skill University
Block No. 3, VGEC Campus, Chandkheda, Ahmedabad – 382424, Gujarat

Subject: **Details of the Applicant Profile**

We, M/s. _____, having our registered office at _____, hereby submit the following detailed profile information for your kind consideration and empanelment:

S. No.	Particulars	Details
1	Name of the Agency / Organization	
2	Year of Establishment	
3	Legal Status (Company, Partnership, Society, Trust, etc.)	
4	Registration Number and Date	
5	Registered Address	
6	PAN Number	
7	GST Registration Number	
8	NCVET/NSDC/SSC Affiliation (if applicable)	
9	Primary Contact Person	
10	Designation of Primary Contact	
11	Contact Number(s)	
12	Email ID	
13	Website (if any)	
14	Organizational Type (e.g., Private Ltd, Society, NGO, PSU)	
15	Core Areas of Expertise	
30	Any Other Relevant Information	

Declaration:

We hereby certify that the information furnished above is true and complete to the best of our knowledge

and belief. We also confirm that the supporting documents submitted along with this annexure are authentic and valid.

For and on behalf of:

Authorized Signatory

Name:

Designation:

Contact Number:

Email ID:

(Seal of the Organization)

Annexure 3: Financial Turnover Details (Last Three Audited FYs)*(To be issued on the CA/Statutory Auditor's letterhead with UDIN)*

EOI Ref. No.: _____

Name of Applicant (Legal Name): _____

Constitution: Company / LLP / Partnership / Society / Trust / Association / Govt./PSU

PAN: _____ GSTIN (if applicable): _____

Certificate

This is to certify that the **annual turnover** of the above entity, as per **audited financial statements**, for the last **three (3) audited financial years** is as under:

S. No.	Financial Year	Turnover (₹) – In Figures	Turnover (₹) – In Words
1	FY –		
2	FY –		
3	FY –		

Average Annual Turnover (₹): _____ (In words: _____)

This certificate is issued based on the books of account and the audited financial statements of the entity for the respective financial years.

Place: _____

Date: ____ / ____ / 20__

For _____ (Name of CA Firm)

FRN: _____

Signature of Chartered Accountant: _____

Name: _____ | Membership No.: _____

UDIN: _____ | Seal: _____

Note: Where required by the EOI, the applicant should also submit the corresponding audited financial statements alongside this certificate.

Annexure 4: Consortium Declaration

(To be submitted on the Applicant's letterhead)

EOI Ref. No.: _____

Lead Applicant / Lead Bidder (Legal Name): _____

Registered Address: _____

Type of Applicant (tick one): Company / LLP / Partnership / Society / Trust / Association / Govt./PSU / Other: _____

Other Consortium Member: _____

Registered Address: _____

Role of Member (tick one): Mobilization Partner / Industry/Employer/Association / Academic/Technical Institute / Other: _____

Declaration

We hereby declare that the information stated herein is true and correct, that we meet the eligibility conditions and shall abide by all terms of the EOI and the Authority directives. In case of a consortium, we jointly declare that **[Name of Lead Applicant]** is the **Lead Bidder**, authorized to act for and on behalf of all members, and that member roles/responsibilities are as indicated above; consortium members accept joint and several responsibilities for obligations under the EOI. We undertake to promptly inform the Authority of any change in particulars or consortium composition, subject to prior approval as required.

Place: _____

Date: ____ / ____ / 20__

Signature & Seal (Lead Authorised Signatory): _____

Name & Designation: _____

Annexure 5: Details of Trainers

(To be submitted on the Applicant's Letterhead)

Date: _____

To,
The Registrar,
Kaushalya – The Skill University
Block No. 3, VGEC Campus, Chandkheda, Ahmedabad – 382424, Gujarat

Subject: **Details of Trainers**

We, M/s. _____, hereby furnish the details of our trainers who are proposed to be deployed for the proposed Green Jobs training.

S. No.	Trainer Name	Designation	Qualification	ToT Certified (Yes/No)	Certification/ Sector Skill Council Affiliation	Years of Experience	Specialization / Trade	Contact Number	Email ID
1									
2									
3									

Declaration:

We certify that the information provided above is true and accurate to the best of our knowledge. We also confirm that these trainers meet the qualifications, certifications, and experience standards as stipulated in the EOI and that supporting documents are available for verification upon request.

For and on behalf of:

Authorized Signatory

Name:
Designation:
Contact Number:
Email ID:

(Seal of the Organization)

Annexure 6: Format for Self-Declaration – Non-Blacklisting

(To be submitted on the Applicant's letterhead)

SELF-DECLARATION – NON-BLACKLISTING

To,
The Registrar,
Kaushalya – The Skill University
Block No. 3, VGEC Campus,
Chandkheda, Ahmedabad – 382424, Gujarat

Subject: **Self-Declaration regarding Non-Blacklisting**

I/We, M/s _____, having our registered office at _____, do hereby declare and confirm that we or any of our promoters/directors/partners/trustees are **not blacklisted** or **debarred** by any State Government, Central Government, Government Department, Local Authority, Public Sector Undertaking, Autonomous Body, or any other competent authority in India or abroad as on the date of submission of this Expression of Interest (EOI) under reference no. _____

We further declare that there is no pending litigation or enquiry that could affect our eligibility or our ability to implement the proposed scope of work under the Green Job training program, initiative of Kaushalya – The Skill University.

We understand that any misrepresentation or concealment of facts shall lead to immediate disqualification from the EOI process and may further result in appropriate legal action, as deemed fit by the Authority.

Declared and signed on this _____ day of _____, 2025.

Authorized Signatory

Name:
Designation:
Contact Number:
Email ID:

(Seal of the Organization)

Annexure 7: List of proposed courses for training under the scheme: (tentative)

The following is the proposed list of courses for delivery under the scheme. This list is indicative and subject to revision based on industry demand, NSQF/QP availability, and KSU approval. Entry qualifications and durations correspond to the current QP/NOS and may be updated through official notification; TSPs shall offer only those job roles allotted/approved by KSU.

Sr. No.	Name of Programme	Duration	Eligibility Criteria	NSQF Level
1	Two & Three-Electric Wheeler Service Technician	540 Hrs	12th Pass OR 10th Class pass with 2 years of ITI/NTC/CITS OR 11th Class pass and pursuing continuous schooling OR 10th Class Pass 2 years relevant experience OR Equivalent	4
2	Electric Vehicle Assembly Technician (EVAT)	450 Hrs	12th Pass OR 10th Class pass with 2 years of ITI/NTC/CITS OR 11th Class pass and pursuing continuous schooling OR 10th Class Pass 2 years relevant experience OR Equivalent	4
3	Electric Vehicle Maintenance Technician	420 Hrs	12th Pass OR 10th Class pass with 2 years of ITI/NTC/CITS OR 11th Class pass and pursuing continuous schooling OR 10th Class Pass 2 years relevant experience OR Equivalent	4
4	Industrial Wastewater Treatment Plant Operator	450 Hrs	12th Pass OR 10th Class pass with 2 years of ITI/NTC/CITS OR 11th Class pass and pursuing continuous schooling OR 10th Class Pass 2 years relevant experience OR Equivalent	4
5	Registered Vehicle Scrapping Facility Supervisor	510 Hrs	10th Grade pass with 3 years of relevant experience or 10th-grade pass with 2 years of any combination of NTC/NAC/CITS or equivalent with 1 year of relevant experience or 12th Grade Pass with 1 year of relevant experience or 12th Grade pass with 1-year NTC/NAC in relevant field or Pursuing 3rd year of 3-year diploma in a relevant field after 10th and continuing education or Equivalent	4.5
6	Solar EV Charging Station Technician	270 Hrs	10th grade pass OR 8th grade pass with 2 year relevant experience OR Grade 9 pass and pursuing continuous schooling in regular school OR Grade 8 pass with two year of (NTC/ NAC) after 8th	3
7	Technician - Registered Vehicle Scrapping Facility (RVSF)	420 Hrs	10th Grade pass with 2 years of relevant experience or 12th Grade pass or Pursuing 2nd year of 3-year diploma in relevant field or 10th pass with ITI (NTC/NAC/CITS) qualification and relevant experience or	4

			Equivalent	
8	Wind Farm Technician	540 Hrs	12th Pass OR 10th Class pass with 2 years of ITI/NTC/CITS OR 11th Class pass and pursuing continuous schooling OR 10th Class Pass 2 years relevant experience OR Equivalent	4
9	Advanced Energy Auditing Techniques	600 Hrs	12th pass with 1 year Vocational Education & training (NTC or NAC or CITS) OR Completed 3 year diploma after 10th with 1 year relevant experience OR 12th Grade pass with 2 year relevant experience OR 10th Grade pass with 4 year relevant experience OR Previous relevant Qualification of NSQF Level 4.5 with 2 year relevant experience	5
10	Certificate Course in Solar PV Manufacturing Operator	315 Hrs	10th Pass	4

Annexure 8: Previous Training Experience

(To be submitted on the Applicant's Letterhead)

Date: _____

To,
The Registrar,
Kaushalya – The Skill University
Block No. 3, VGEC Campus, Chandkheda, Ahmedabad – 382424, Gujarat

Subject: **Details of Previous Training Experience under Skill Development Programs**

We, M/s. _____, having our registered office at _____, hereby submit our previous training experience details relevant to the scope of work as specified in EOI.

S. No.	Name of the Project / Program	Client / Authority / Funding Agency	Duration of the Project	Sector / Job Roles	Total Number of Trainees	Training Location(s)	Key Outcomes / Highlights
1							
2							
3							

Declaration:

We certify that the above information is accurate and true to the best of our knowledge and belief. We also confirm that supporting documents (such as work orders, completion certificates, or performance reports) for the above-mentioned training experiences are available for verification upon request.

For and on behalf of:

Authorized Signatory

Name:
Designation:
Contact Number:
Email ID:

(Seal of the Organization)