



REOI/SE/2024/027

Department- State Engagement

**Request for Expression of Interest (REOI)
for Empanelment of Agency for Implementation of Mason Training Program (Recognition of Prior Learning)**

Important Dates:

Date of commencement of REOI	18 th October 2024
Last Date and Time of Receipts of EOI	30 th October 2024
Place of Submission of EOI	https://nsdc.eproc.in/

Issued by:

National Skill Development Corporation,

5th & 6th Floor, Kaushal Bhawan,

New Moti Bagh,

New Delhi – 110023

Website: www.nsdcindia.org

CIN: U85300DL2008NPL181612

1. Abbreviations

REOI	Request for Expression of Interest
FY	Financial Year
IST	Indian Standard Time
MIS	Management Information System
MSDE	Ministry of Skill Development and Entrepreneurship
NSDC	National Skill Development Corporation
NSQF	National Skill Qualification Framework
RPL	Recognition of Prior Learning
SSC	Sector Skill Council
PIA	Project Implementing Agency
SIDH	Skill India Digital Hub
(A&A)	Accreditation & Affiliation
SOP	Standard Operating Procedures
TP	Agency
TOR	Terms of Reference
UT	Union Territory
TC	Training Center

2. Disclaimer

All information contained in this document, subsequently provided/clarified are in good interest and faith. This is not an agreement¹ and is not an offer or invitation to enter into an agreement of any kind with any party. NSDC reserves the right to cancel this document, and/or invite afresh proposals with or without amendments to this document without liability or any obligation for such document, and without assigning any reason. NSDC reserves the right to take final decision regarding award of contract.

Submission of proposal under REOI mode does not guarantee allocation of target under any Scheme. Thus, this REOI does not encourage creation of any new training infrastructure specifically for imparting RPL training.

Under no circumstances will NSDC be held responsible or liable in any way for any claims, damages, losses, expenses, costs or liabilities whatsoever (including, without limitation, any director indirect damages for loss of profits, business interruption or loss of information) resulting or arising directly or indirectly by application or non – application to this REOI.

¹ Agreement (if mentioned without any prefix) in this document refers to the MoU/contract/indemnity bond/project sanction email/project sanction acknowledgment to be signed by the Agency for the training of candidates allocated post proposal evaluation and subsequent selection of the Agency

3. Background

Skill and knowledge are the driving forces of economic growth and social development for any country. In India, Skill India Mission was launched by the Government of India with an objective to enable a large number of Indian youths to take up industry- relevant skill training that further helps them in securing a better livelihood. NSDC, through its network of affiliates and initiatives in different regions, is targeted to strengthen Skill India Mission.

To make awareness amongst the masses about the Skill India Mission and encourage youth to enroll for skill development training, various multi-media campaigns are proposed to be launched during the coming years, especially reaching out to people in small towns and rural areas.

4. About the Proposed Project

The risk of earthquake in the state of Bihar is clear from the fact that eight (8) districts adjoining Nepal come under Himalayan Tectonic earthquake zone 5, which is the most sensitive. A total of 24 districts in the State come under earthquake zone 4 and remaining 6 districts come under earthquake zone 3, thus almost the whole of Bihar comes under seismic sensitive zone.

It is well known that people do not die due to earthquake, but the collapse of structures due to earthquake causes death and loss of life and property. In this context, in the scenario of disaster management, construction of earthquake resistant buildings and retrofitting of pre-built houses to make them earthquake resistant is a positive initiative, for which it becomes necessary to build the capacity of masons involved in the construction work.

The State Government, through the Bihar State Disaster Management Authority (BSDMA), has decided to provide training related to earthquake resistant construction and retrofitting techniques to the masons in the State under a program “Project Mason Training Program-BSDMA”

5. Goal of the Project

For the implementation of the **Project Mason Training Program-BSDMA**, NSDC has been entrusted by BSDMA for conducting trainings of the pre-identified masons in the State & overall project management with the key details mentioned as under:

- Project Location/State: Bihar (Training at the Block-Level)
- No. of blocks in the State to be covered: 534
- Approx. no. of masons to be trained per block: 30
- Total Training Target: 16,020
- Type of Training: Recognition of Prior Learning with Bridge Course
- Duration of Training (per batch): 10 days

- Job role: Mason-Hazard Resistance Structure

Recognition of Prior Learning (RPL) with bridge course (12 Hrs. +68 Hrs.= 80 Hrs.) is a programme to enable youth to take on industry relevant skill certification which will help them to secure a better livelihood. Individuals with prior learning experience or skills can register themselves and get assessed and certified under RPL. It focuses mainly on individuals engaged in unregulated sectors. To address knowledge gaps, bridge courses are offered to the candidates along with the 68-hour orientation domain skills, soft skills and entrepreneurship tips and familiarization with the assessment process.

6. Recognition of Prior Learning (RPL)

Given below are the salient points of RPL implementation:

1. RPL with bridge course onsite for 16020 masons in the Bihar state.
2. Target beneficiaries will be masons identified by BSDMA & respective Agency.
3. Training will be implemented at the training center in the combination of 12 Hrs. & 68 Hrs (80 Hrs.).
4. Standardized infrastructure requirements for training of the masons on sites will be defined by the CSDCI.
5. SIDH will be used for candidate lifecycle management from registration to certification, and for payments purposes.
6. Candidates who pass will get a certificate as per the NSQF level.

7. Invited Proposals

National Skill Development Corporation (NSDC) invites proposals from organizations that meet the eligibility for implementation of RPL scheme

1. Further, only those organizations which meet the following conditions should respond to the REOI. For RPL type I to be conducted in Camps, the following can apply as Project Implementing Agencies (PIAs):
 - a) Voluntary organizations/Non-Governmental Organizations. They must be a registered organization or legal entity.
 - b) Training Partners (TPs) in the skilling industry (PMKK)/ NSDC/ SSC/ Central/ State Govt.
 - c) Voluntary organizations/non-governmental organizations:
 - a. Should have participated in any government scheme related to skill development and livelihood enhancement in last 3 years.
 - b. Have Darpan Portal Number. This is a mandatory requirement for this type of PIA.
 - c. The Agency must be an affiliated/empaneled training partner with govt. body/and

associated body.

2. These are the mandatory pre-requisites for PIAs applying for RPL targets:
 - a) The Agency must be a corporate entity or legal entity, Government body (Central/State), running Mason trade in Construction Skill Development Council of India /Related Allied Sectors would be preferred.
 - b) The Agency must have been incorporated for more than 03 years at the time the project proposal is submitted to NSDC.
 - c) The Agency must have an average minimum annual turnover of 1 Cr in the last three consecutive financial years (2021-22, 2022-23, 2023-24).
 - d) The Agency must have an average positive net worth for three consecutive financial years by FY 2023-24 (not applicable for government organizations).
 - e) The Agency must have a Branch office in Bihar State.
 - f) The Agency must have well-equipped infrastructure to implement the Training program.
 - g) The Agency must have past experience running projects in skill development placement link/ capacity building programs such as PMKVY/ PMKK/DDUGKY and other State Govt Projects in skilling PAN India.

Relevant Documents of above-mentioned eligibility to be uploaded on portal.

3. Organizations blacklisted or debarred by any Central/State Ministry/department/Government Agency/ Public Sector Undertaking/ autonomous bodies will not be eligible. A declaration to this effect will be furnished by the authorized person from the proposal submitting organization on its letterhead. For RPL type 1, a self-declaration to this effect must be furnished by NGOs, VOs, and TPs in the Skilling Industry/NSDC partners.
4. The Agency is required to submit the Board Resolution to appoint an authorized signatory for their RPL, REOI Proposal (please refer annexure I).
5. Organization should have prior experience of implementing NSQF aligned projects in the state of Bihar. Preference will be given to them.
6. Scope of Work:
 - The Agency shall provide the services/training to the masons and set up block-wise Training centers (534 blocks) for providing the training.
 - The Agency shall establish a center within 15 days after awarding the work order.

- The Agency must adhere to the timelines for the distribution of the certificate and toolkit i:e within 15 days after completion of training.
- The Agency must deploy an experienced employee on its payroll for successful execution of the project (will be verified by NSDC).
- The Agency undertakes to provide all the required skills, knowledge, care and diligence.
- The Agency will establish contact with the NSDC Nodal Officer at the earliest for smooth coordination of the implementation of the Project.
- The Agency agrees to set up the skill development centers as mutually agreed between the Agency and NSDC.
- The Agency undertakes that the Training Program shall adhere to QP/NOS standards set forth by the relevant Sector Skill Councils (“SSCs”) resulting in third-party assessment and certification as per SSC certification standards.
- The Agency undertakes to provide NSDC with the monthly MIS containing the following details:
 - Batch details
 - Name of the beneficiary
 - Attendance
 - Gender
 - Contact of Beneficiary
 - Category
 - Educational Qualification
 - Block
 - District
 - Result of Assessment
- The Agency shall ensure the mobilization and counseling of candidates and shall conduct the Training Program as per NSDC/SSCs standards in line with National Skills Qualification Framework (NSQF).
- The Agency shall collect passport size photo, Bank account, and Aadhar Cards, and other relevant personal information as required, in accordance with the procedure laid down by law, of all the candidates enrolled for the course and the same has to be uploaded onto the SIDH portal or any other candidate or training database, as and when required by NSDC.
- The Agency shall, at its own cost, ensure wide publicity about the Project so as to ensure that the information and benefits of the Training Program.
- The Agency shall co-brand BSDMA and NSDC in all Training Programme related displays, coverage and publicities through social media platforms and PR team. The Agency will at all times comply with branding guidelines of NSDC as amended from time to time made available to it. The creatives will be provided by NSDC.

- The Agency shall ensure adequate publicity of the initiative of BSDMA in all the public related activities of this project, as illustrated below:
 - The logo of BSDMA and NSDC will be printed on the project/material at the time of publicity of the Training Program.
 - During the training program, the name of BSDMA as sponsoring agency shall be displayed at its centres where the Training Program will be implemented.
 - The trainees will be made aware that this Training is funded by BSDMA.
- The Agency shall make available requisite infrastructure, qualified trainers, curriculum and delivery systems to provide training as per NSDC/Sector Skill Council Standards in line with National Skills Qualification Framework (NSQF) for implementation of skilling programs under the Project and Training Program any deviation leads to target revocation.
- The Agency shall submit a comprehensive completion report of the training being carried out by it within 1 (one) month of completion of the Training Program. The said report should clearly state the activities undertaken, details of the number of trainees under the Training Program.
- BSDMA and NSDC shall have the absolute joint and several rights to monitor the progress of the Training Programme undertaken by the Agency to ensure that the activities are being undertaken as per the agreed terms between the Parties. The Agency shall adhere to all the guidelines given to it for the smooth execution of the Training Program.
- All documents will be signed and stamped by CA.
- It is advisable that training will be conducted by existing trainers from the BSDMA pool, with the honorarium or salary being paid by the training provider. (The salary or honorarium will be decided by NSDC, BSDMA & respective TP)

7.1 Submission of RPL Proposals

The proposal should be submitted online by visiting the REOI portal at nsdcindia.org that would be accessible to the Agency as per the dates provided below:

Date of commencement of REOI	18 th October 2024
Last Date and Time of Receipts of EOI	30 th October 2024
Place of Submission of EOI	https://nsdc.eproc.in/

In case the eligibility conditions of the Agency do not meet the conditions set by this REOI, the Agency will not be allowed to submit proposals. If the Agency submits proposals in such a case, the same will be

summarily rejected.

7.2 Late Submission of Proposals

The portal accepting applications will be closed at 11:59 PM, on the last date of receipt of the proposal. All Agencies will be allowed to submit individual proposals independently during the proposal receipt window before the deadline. Any application that has been created/saved as a draft but not submitted by an Agency on the portal will be considered as null and void. It is the duty of the Agency to verify whether the proposal has been submitted or not. No proposal will be received or considered by NSDC after the deadline for submission of proposals prescribed in this document in any form.

7.3 Proposal Preparation Cost

The Agency shall bear all costs associated with the preparation and submission of its proposal, and NSDC shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the proposal process.

7.4 Proposal Processing Fee

A non-refundable one-time fee of INR 0.00/-(If any) will be charged per TP/Organization along with INR -0.00/- per proposal. The fee may be submitted through any one of the multiple modes of online payment available on the project application portal. Service/payment gateway charges are exclusive of this fee. In case an Agency is found to be ineligible as per the eligibility criteria defined in the REOI, the amount paid will not be refunded. Government organizations applying directly for RPL projects will not be charged the one-time proposal processing fee and the fee applicable per proposal.

8. Sub-Contracting/Franchise/Sub-Letting

Sub-contracting, sub-letting, or franchisee arrangement of any kind for the conduct of training under RPL Scheme is strictly prohibited and will be debarred from the project.

9. Evaluation Process

Evaluation of all the proposals will be done after the last date of submission. The evaluation will be done in two stages:

Stage 1 - Test of Responsiveness

The Agency will undergo a Test of Responsiveness under which the Agency compliance will be checked against the eligibility criteria through the submission of the mandatory documents. Mandatory documents are those that are required to establish the eligibility of this REOI responding organization as mentioned in Clause 5 (Invited Proposal)

and Annexure I of this REOI. The documents as per the evaluation matrix will be in addition to mandatory document. In case of any gap (in terms of compliance with submission of mandatory documents or any other document as requested by NSDC during evaluation of the proposal and their completeness) in the documents submitted, the proposal will be rejected.

Stage 2- Desk Evaluation

Only the proposals of the Organizations that pass stage 1 of the evaluation process will be evaluated further. NSDC or an evaluation agency designated by NSDC will evaluate each Organization's proposal based on their responsiveness to this REOI. The REOI document shall be evaluated as per the evaluation matrix.

10. Evaluation Matrix

These are attached in the Annexures for RPL types I on the basis of ranks achieved in the evaluation matrix.

11. Proposal Ownership

All proposals submitted to NSDC shall become the property of NSDC, which shall not be liable to be returned to the proposer. NSDC shall, however, maintain confidentiality of the information contained within the proposals. NSDC shall be entitled to share the proposals and the information contained therein with the agencies and individuals involved in the process of evaluation and also its advisors, consultants, lawyers etc. and as may otherwise be required to be disclosed under law.

12. Right to Termination/Cancellation/Revision/Amendment

Notwithstanding anything contained in this document, NSDC, reserves the right to cancel/terminate the proposal process herein without assigning any reason whatsoever, at any time prior to signing of the agreement and NSDC shall have no liability for above-mentioned actions. Further, NSDC reserves its right to revise or amend this document any time for any reason by issuance of addendum.

13. Corrupt or Fraudulent Practice

It should be kept in mind that all actions towards award of Contract and its implementation on the ground have to be fair, consistent, transparent and based on highest standard of ethics. Similarly, Agency/suppliers/contractors/Agency associated in the procurement of Goods, Works & Consultancy, are expected to observe the highest standard of ethics during procurement and execution of contracts. In pursuance to above:

- a) Proposal for award may be rejected, if it determines that the Agency, recommended for award, and/or its employees, sub-contractors, sub-Agency, sub-vendors, agents have engaged in corrupt or fraudulent practices in competing for the Contract in question;
- b) Portion of the funds allocated to a contract may be cancelled, in full or in part, if it is determined that corrupt or fraudulent practices were engaged by contractor/Agency and/or its employees, subcontractors/sub-

Agency, sub-vendors, agents for getting the Contract or during the execution of a Contract;

- c) An Agency may be declared as ineligible, either indefinitely or for a stated period of time, to be awarded a Contract, if it, at any time, determines that the Agency has been engaged in corrupt or fraudulent practices in competing for or in executing the Contract. For the purpose of above provision, the terms, "Corrupt Practice" and "Fraudulent Practice", mean following: "Corrupt practice" means offering, giving, receiving, or soliciting anything of value to influence the action of NSDC's official(s) in the procurement process or in the contract execution; and "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract and includes collusive practices among Agencies (prior to or after bid submission) designed to establish bid/proposal prices at artificial, non- competitive levels.

14. Terms and Conditions

13.1 Interpretation

In case of any ambiguity in the interpretation of any of the clauses in this document, the interpretation of the clauses by Authorized Representative/Sub-evaluation committee of NSDC shall be final and binding on all the parties.

13.2 Language

The proposal and all correspondence and documents related to the proposal exchanged by the Agency and NSDC must be in English. Supporting documents and printed literature furnished by the Agency may be in any language other than English provided they are accompanied by a notary certified translation of the relevant passages in English language. Supporting material, which is not translated in English, may not be considered for evaluation. For the purpose of evaluation and interpretation of the proposal, the English language translation shall prevail.

13.3 Change in Laws and Regulations

If after the date of proposal submission, any law, regulation, ordinance, order or by-law having the force of law is enacted, promulgated, abrogated or changed which shall be deemed to include any change in interpretation or application by the competent authorities, that subsequently affects the costs and expenses of the Agency and/or the Time for Completion, the terms and conditions shall be reasonably adjusted.

13.4 Compliance with Laws

1. The Agency shall at all times and at its own expense shall: undertake to observe, adhere to, comply with and notify NSDC about all laws in force or as are made applicable in future, pertaining to or applicable to the Agency, their business, their employees or their obligations towards employees and all purposes of this document and shall indemnify, keep indemnified, hold harmless, defend and protect NSDC and its directors/employees/officers/staff/personnel/representatives/agents from any failure or omission on its part to do so and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with the above and all other statutory obligations arising there from.
2. Promptly and timely obtain all such consents, permissions, approvals, licenses, etc. as may be necessary or required for any of the purposes of this REOI or for the conduct of their own business under any applicable Law, Government

Regulation/Guidelines and shall keep the same valid and in force during the term of their association under RPL, and in the event of any failure or omission to do so, shall indemnify, keep indemnified, hold harmless, defend, protect and fully compensate NSDC and its directors/employees/ officers/ staff/ personnel/ representatives/agents from and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with the above and all other statutory obligations arising there from.

3. Not be entitled to assign any or all of its rights and or obligations under this document and subsequent agreement to any entity including Agency's affiliate without the prior written consent of NSDC.

15. Disputes and Arbitration

This Agreement shall be governed by the laws of India.

- a) In the event of any dispute, controversy or claim arising in any way out of or in connection with this REOI document (a "Dispute"), the Parties shall attempt in the first instance to resolve such Dispute through amicable discussion. If the Dispute is not resolved through such amicable discussion within 30 (thirty) days of a notice of Dispute being given or such longer period as the Parties agree to in writing, then any Party may refer the dispute for final resolution by arbitration.
- b) Any Dispute shall be settled by arbitration in accordance with the Rules of Arbitration of the Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the Parties. The arbitration proceedings shall be held at New Delhi, India.
- c) The Parties to an arbitration shall keep the arbitration confidential and shall not disclose to any person, other than those necessary to the proceedings, the existence of the arbitration, any information submitted during arbitration, any documents submitted in connection with it, any oral submissions or testimony, transcripts or any award unless disclosure is required by law or is necessary for permissible court proceedings such as proceedings to recognize or enforce an award.

Jurisdiction

Subject to clause above, all disputes and controversies between NSDC and Agency shall be subject to the exclusive jurisdiction of the Courts at New Delhi. The parties agree to submit themselves to the jurisdiction of such court. This document shall be governed by the laws of India.

16. Document Formats – Annexures

Annexure 15.1 - Board Resolution Format

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED BY THE BOARD OF DIRECTORS/MEMBERS/TRUSTEES AT ITS MEETING HELD ON THE [●] DAY OF [●], 2023 AT (Address)

“RESOLVED:

THAT the Company/Society/Trust does approach National Skill Development Corporation (hereinafter referred to as the “NSDC”) for Skill Certification under RPL Scheme Target Allocation (FY 2023-24) in response to the Request For Expression of Interest dated (hereinafter referred to as the “REOI”) issued by NSDC.

THAT the detailed Proposal in the prescribed format be duly filled and submitted to NSDC alongwith all necessary documents.

THAT the following directors/trustees/members/authorized signatories be and are hereby severally authorized to execute the documents, papers, guarantee, declaration, confirmation, affidavit, undertaking, indemnity, contracts and such other instruments/documents as security or otherwise, as may be required by NSDC.

S. No	Name	Designation

THAT copies of the aforesaid resolutions certified to be true be furnished to NSDC”CERTIFIED TO BE TRUE

For,

(Signature)

Name:

Designation:

Date:

Place:

DIN/PAN:

(Signature)

Name:

Designation:

Date

Place:

DIN/ PAN

Annexure 15.2 - Evaluation Matrix for RPL Type 1- Camps

A- Scoring Matrix for TPs in the skilling industry/NSDC partner/Central/ State Govt.

Organizations applying in RPL Bridge course.

Section 3- Evaluation Categories	S. No.	Parameters	Weightage
A- Organizational Credentials and Past Experience in Skilling	1	Organizational Credentials and Past Experience in Skilling	28%
	1.1	Online Presence	
	1.2	Years of Establishment	
	1.3	Rewards and Recognition Received	
	1.4	Past Experience in Skilling in RPL in PMKVY	
	1.5	Linkage with Ongoing Government Welfare Schemes/ Government Recommended Projects	
	1.6	Monitoring/ Performance Issues in PMKVY/ NSDC Programs- Any offence related to monitoring, quality assurance, and implementation reported by IMC of PMKVY or any other relevant committee formed for skill development programs by NSDC in the last 3 years	
B- Financial Strength	2	Financial Strength	6%
	2.1	Average Annual Turnover for the Last 3 Financial Years	
C-Proposal Strength/ Merit of the Proposal/ Value Proposition	3	Proposal Strength/Merit of the Proposal/Value Proposition	50%
	3.1	Proposed Tangible Benefits for Beneficiaries/Measurable Outcomes	
	3.2	Trainer Expertise	
	3.3	Mobilizing Entity	
	3.4	Project Presence in Aspirational Districts, Left-Wing Extremism (LWE) areas	
	3.5	Beneficiaries Covering Vulnerable Candidates - Women/ PwD/ Transgender/ SC/ ST/Others <i>'Others' are those communities that fall outside the defined category of Vulnerable Candidates - Women/PwD/Transgender/SC/ST</i>	
	3.6	Underserved Job Roles- Job Roles with Lesser Trained Candidates in RPL	
	3.7	Identification of Need for RPL with Minimum Sample Size being 10% of Targets Requested	
	3.8	Need Identification: Quality of Survey Conducted for Identifying Target Beneficiaries	
	3.9	Identification of Proposed Target Beneficiaries	
	3.10	Presence of a Reskilling Component	
D- Sector Skill Council (SSC)	4	Sector Skill Council (SSC) Evaluation of Orientation Content and Bridge Course	16%

Evaluation of	4.1	Quality of Orientation Content- Domain Skills	
	4.2	Quality of Orientation Content- Soft Skills	

Orientation Content and Bridge Course	4.3	Upskilling through Bridge Course and Need for Upskilling	
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B - Scoring Matrix for Voluntary organizations/Non-governmental organizations

Section 3- Evaluation Matrix	S. No.	Parameters	Weightage
A- Organizational Credentials and Past Experience in Skilling	1	Organizational Credentials and Past Experience in Skilling	26%
	1.1	Online Presence	
	1.2	Years of Establishment	
	1.3	Rewards and Recognition Received <i>Awarded or recognized for work accomplishments, best practices followed, project execution, by reputed organizations, government bodies, donor agencies, international research organizations</i>	
	1.4	Past Experience in Skilling in RPL in PMKVY	
	1.5	Past Experience in Community Engagement with Targeted Communities	
	1.6	<i>Monitoring/ Performance Issues in PMKVY/ NSDC programs-Any offence related to monitoring, quality assurance, and implementation reported by IMC of PMKVY or any other relevant committee formed for skill development programs by NSDC in the last 5 years</i>	
B- Financial Strength	2	Financial Strength	6%
	2.1	Average Annual Turnover for the Last 5 Financial Years	
C-Proposal Strength/ Merit of the Proposal/ Value Proposition	3	Proposal Strength/Merit of the Proposal/Value Proposition	52%
	3.1	Proposed Tangible Benefits for Beneficiaries/Measurable Outcomes	
	3.2	Infrastructure Availability -Availability of Organization Offices/Subsidiaries	
	3.3	Availability of Own Training Centres at the Proposed Locations	
	3.4	Involvement of Own Employees as Trainers (Employees to undergo ToT)/Trainers teaching domain skills are experts in the sectors	
	3.5	Project Presence in Aspirational Districts and Left-Wing Extremism (LWE) Areas	
	3.6	Beneficiaries Covering Vulnerable Candidates - Women/ PwD/ Transgender/ SC/ ST/Others <i>'Others' are those communities that fall outside the defined category of Vulnerable Candidates - Women/ PwD/ Transgender/SC/ST</i>	
	3.7	Underserved Job Roles- Job Roles with Lesser Trained Candidates in RPL	
	3.8	Identification of Need for RPL: Survey Conducted with Minimum Sample Size Being 10% of Targets Requested	
	3.9	Identification of Proposed Target Beneficiaries	

D- Sector Skill Council (SSC) Evaluation of Orientation Content and Bridge Course	4	Sector Skill Council (SSC) Evaluation of Orientation Content and Bridge Course	16%
	4.1	Quality of Orientation Content- Domain Skills	
	4.2	Quality of Orientation Content- Soft Skills	
	4.3	Upskilling through Bridge Course and Need for Upskilling	
	4.4	Geographical Spread of the Proposed RPL Project	
	4.5	Trainer Expertise	
	4.6	Presence of a Reskilling Component	

E- Sector Skill Council (SSC) Evaluation of Orientation Content and Bridge Course	5	Sector Skill Council (SSC) Evaluation of Orientation Content and Bridge Course	16%
	5.1	Quality of Orientation Content- Domain Skills	
	5.2	Quality of Orientation Content- Soft Skills	
	5.3	Upskilling through Bridge Course and Need for Upskilling	

Annexure 15.4- Self-Declaration by Project Implementing Agency (PIA) pertaining to Blacklisting

(On the letterhead of the Agency Entity)

*Note: Applicable **only for** NGOs, VOs and TPs in the Skilling Industry/NSDC Partners*

To
National Skill Development Corporation,
5th & 6th Floor, Kaushal Bhawan,
New Motibagh
New Delhi – 110023

In response to the Request for Proposal for providing Skill Certification under RPL, I/ We hereby declare that presently our Company/ firm _____

has an unblemished record and is not declared ineligible for corrupt and fraudulent practices, either indefinitely or for a particular period of time, by any State/ Central ministry or any other government department, and not on the list of blacklisted NGOs of DARPAN.

We further declare that presently our Company/ firm _____ is not blacklisted/debarred and not declared ineligible for reasons other than corrupt and fraudulent practices by any State/ Central ministry or other government department.

If this declaration is found to be incorrect and / or misleading then without prejudice to any other action that may be taken, my/ our security may be forfeited in full, and the tender, if any, to the extent accepted, may be cancelled.

Name of the Authorized Signatory of the Agency

Signature and Stamp of the Authorized Signatory of the Agency Date:

DD/MM/YYYY

Note: In case of any wrong / incorrect declaration submitted by the Agency, as requested by NSDC in the course of evaluation of the proposal, the proposal will be rejected at any stage of evaluation or targets would be revoked (if already allocated) during implementation.

Annexure 15.5.1 - Standard Curriculum Outline for Orientation Content for Job Role Proposed

Note to the Agency:

1. As per RPL Guidelines, the orientation content for each candidate is a basic module of 12 hours.
2. Orientation content will be vetted, scored, and approved by the SSC.
3. For orientation content, topics, and subtopics to be covered under each of the areas mentioned, the duration for each topic and expected outcome need to be outlined. It is mandatory that a lesson on digital transactions be imparted to candidates.
4. The formats given below are suggested curriculum outlines that need to be submitted along with orientation content and bridgecourse content (if applicable) for SSC evaluation. The outcomes in the last column are sample outcomes indicating how outcomes can be written. SSCs being domain experts will evaluate this for subject matter expertise.
5. Each job role will have a separate curriculum outline.
6. Bridge course is applicable to RPL project type 1.
 - Their duration will be of 68 hours and will be an addition to the standard 12 hours of the orientation module. The proposed bridge course may be, but not necessarily based on both core NOSs and Non-Core NOSs of the job role.
 - PIAs may undertake customized content subject to the approval of the Executive Committee.
 - The content for bridge courses will need to be validated by the SSC. The additional topics and sub-topics that will be covered in the bridge course need to be aligned with skill gaps and demand / requirement of target audience, as substantiated in the project proposal.

1. Name of the Job Role:

2. QP Code and NSQF Level:

S. No.	Orientation Component/Activity	Topic	Sub-Topics	Topic Duration (in hours)	Learning Outcomes
1	<p>Domain Training (clarification of any doubts/gaps a candidate may have with respect to the job role)</p> <p>Duration: 6 hours</p>	<Topic 1>	<Sub-topic 1>	<Add topic 1 duration>	<p><add domain specific outcomes based on core NOS, knowledge gaps, health and safety></p> <p><For example: apply basic farm management practices></p>
			<Sub-topic 2>		
		<Topic 2>	<Sub-topic 1>	<Add topic 2 duration>	
			<Sub-topic 1>		
2	<p>Soft Skills and Entrepreneurship Tips specific to the Job Role (Financial and digital literacy training are mandatory)</p> <p>Duration: 4 hours</p>		<Sub-topic 1>	<Add sub-topic wise duration>	<p><demonstrate confidence at the workplace></p> <p><understand concepts of digital literacy such as the fundamentals of computer terminology, parts of a computer and a keyboard></p> <p><apply concepts related to the financial literacy such as saving money, bank accounts></p> <p><identify the basics of entrepreneurship></p>

					<identify new business opportunities>
			<Sub-topic 2>	<Add sub-topic wise duration>	
			<Sub-topic 3>	<Add sub-topic wise duration>	
3	Familiarization to Assessment Process and Terms <i>Duration: 2 hours</i>	NA	NA	NA	<understand concepts of assessment related modalities>

I. Curriculum Outline for the Bridge Course (Job Role Wise)

Name of the Job Role:

OP Code and NSOF Level:

S.No.	Topic	Sub-Topics	Topic Duration (in hours)	Learning Outcomes
1	<Topic 1>	<Sub-topic 1> <i>Duration of Sub-topic:</i>	<Add topic 1 duration>	<For example: apply basic farm management practices>
		<Sub-topic 2> <i>Duration of Sub-topic:</i>		
2	<Topic 2>	<Sub-topic 1> <i>Duration of Sub-topic:</i>	<Add topic 2 duration >	< For example: identify new business opportunities>
		<Sub-topic 2> <i>Duration of Sub-topic:</i>		
2	<Topic 3>	<Sub-topic 1> <i>Duration of Sub-topic:</i>	< Add topic 3 duration >	
		<Sub-topic 2> <i>Duration of Sub-topic:</i>		
		<Sub-topic 3> <i>Duration of Sub-topic:</i>		

Annexure 15.6- Details for Past Experience in Skilling in RPL

Note to the Agency:

For giving a score more than 1 , calculations will only happen on completed projects.

1. Past Experience in Skilling in RPL

S.N	Year	Location of the project (District and State)	Number of Candidates Trained/Number of Skill Development Projects engaged in (For NGOs/Vos)	Number of Candidates Certified	Cost of the Project	Job Roles covered in RPL	Details of Evidentiary Proof
							For Facilitator Organizations, PIA letter pertaining to target allocation needs to be uploaded.

2. Past Experience in Community Engagement with Targeted Communities

Note: This is applicable only for NGO/VOs.

S.N O	Year	Location of the project (District and State)	Number of people from Targeted Communities Skilled/ Trained Cumulatively	Details of Community Engagement- skills imparted, sectors targeted etc., or other details	Details of Evidentiary Proof
					PIA letter pertaining to Past Experience in Community Engagement with Targeted Communities needs to be uploaded.

**Annexure 15.7 - Presence of Reskilling Component- Declaration by the
Project Implementing Agency (PIA)
(On the letterhead of the Agency Entity)**

To
National Skill Development Corporation,
5th & 6th Floor, Kaushal Bhawan,
New Moti Bagh,
New Delhi – 110023

In response to the Request for Proposal for providing Skill Certification under RPL, I/ We hereby declare that the component of Reskilling is being proposed in our RPL project.

We declare that we have _____ number of previously trained candidates who are now being trained in a different job role.

If this declaration is found to be incorrect and / or misleading then without prejudice to any other action that may be taken, my/ our security may be forfeited in full, and the tender, if any, to the extent accepted, may be cancelled.

Name of the Authorized Signatory of the Agency

Signature and Stamp of the Authorized Signatory of the Agency

Date: DD/MM/YYYY

Note: In case of any wrong / incorrect declaration submitted by the Agency, as requested by NSDC in the course of evaluation of the proposal, the proposal will be rejected at any stage of evaluation or targets would be revoked (if already allocated) during implementation.

Annexure 15.8 - Proof of Mobilization- Mobilizing Entity for RPL

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

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

If a mobilization agency is engaged, details of the profile of the agency are to be mentioned in the format shared.

1. Name of Mobilizing Agency

SN.	Name of Mobilizing Agency	State	District	Location Name	Number of People being targeted	Past Experience of Mobilizing Agency	Documentary evidence (Mandatory)
1	Name of Mobilizing agency 1						<i>Proof of Mobilization in the form of Letter of Intent (LOI) or Memorandum of Understanding (MoU) by all the entities (panchayats, unions, corporates etc.) involved in mobilization of the project specific to the location and the number of candidates being targeted by the agency.</i> <i>In case the PIA is also the mobilizing agency, provide evidence of having conducted similar activity previously.</i> <i>If the Agency fails to provide the documents (any or all of the agencies) the targets shall be reduced proportionately.</i>
2	Name of Mobilizing agency 2						
3	Name of Mobilizing agency 3						

1. Information on Mobilization Agency

In case the PIA is also the mobilizing agency please provide evidence of previous experience. PIA's are encouraged to enclose letters of support by all the entities involved in mobilization of the project specific to the location and the number of candidates being targeted by the agency.

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

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

Note: Kindly add additional tables if the PIA has multiple mobilizing agencies for the RPL project.

**Annexure 15.9- Identification of Proposed Beneficiaries- Declaration by the
Project Implementing Agency (PIA)**
(On the letterhead of the Agency Entity)

To
National Skill Development Corporation,
5th & 6th Floor, Kaushal Bhawan,
New Moti Bagh,
New Delhi – 110023

In response to the Request for Proposal for providing Skill Certification under RPL, I/ We hereby declare the prior experience of candidates in the proposed sector is-

- **More than 50% beneficiaries with greater than 10 years of work experience**
- **Less than 50% beneficiaries with greater than 10 years of work experience**

If this declaration is found to be incorrect and / or misleading then without prejudice to any other action that may be taken, my/ our security may be forfeited in full, and the tender, if any, to the extent accepted, may be cancelled.

Name of the Authorized Signatory of the Agency

Signature and Stamp of the Authorized Signatory of the Agency Date:

DD/MM/YYYY

Note: In case of any wrong / incorrect declaration submitted by the Agency, as requested by NSDC in the course of evaluation of the proposal, the proposal will be rejected at any stage of evaluation or targets would be revoked (if already allocated) during implementation.

Annexure 15.10- Trainer Profile- Declaration by the Project Implementing Agency

(On the letterhead of the Agency Entity)

To
National Skill Development Corporation,
5th & 6th Floor, Kaushal Bhawan,
New Moti Bagh,
New Delhi – 110023

In response to the Request for Proposal for providing Skill Certification under RPL, I/ We hereby confirm the following profile of the trainers teaching domain/orientation/bridge course content in the sectors proposed:

Trainer Name	Educational Qualification	Expert in the Sector	Years of Experience in Skilling

If this declaration is found to be incorrect and / or misleading then without prejudice to any other action that may be taken, my/ our security may be forfeited in full, and the tender, if any, to the extent accepted, may be cancelled.

Name of the Authorized Signatory of the Agency

Signature and Stamp of the Authorized Signatory of the Agency

Date: DD/MM/YYYY

Note: In case of any wrong / incorrect declaration submitted by the Agency, as requested by NSDC in the course of evaluation of the proposal, the proposal will be rejected at any stage of evaluation or targets would be revoked (if already allocated) during implementation.

Annexure 15.11- Proposed Monitoring Plan by the Project Implementing Agency (PIA)

(On the letterhead of the Agency Entity)

Note: Applicable ***only for*** SSC-recommended industry associations, bodies, and institutions (***National and State level industry associations or any other industry associations***)

To
National Skill Development Corporation,
5th & 6th Floor, Kaushal Bhawan,
New Moti Bagh,
New Delhi – 110023

In response to the Request for Proposal for providing Skill Certification under RPL, I/ We hereby confirm the following Monitoring Plan and confirm that it is in accordance with the Guidelines for Recognition of Prior Learning.

1. Monitoring Plan

Name of the PIA			
Date of Training			
Project Monitoring Plan for RPL Orientation	Project Monitoring Plan for Assessment		

d) Team from Agency Organization Overseeing On-Ground Project Implementation

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

Team From Agency Organization					
S.no	Name	Qualification	Designation	Email	Phone Number
1					
2					

If this declaration is found to be incorrect and / or misleading then without prejudice to any other action that may be taken, my/ our security may be forfeited in full, and the tender, if any, to the extent accepted, may be cancelled.

Name of the Authorized Signatory of the Agency

Signature and Stamp of the Authorized Signatory of the Agency

Date: DD/MM/YYYY

Note: In case of any wrong / incorrect declaration submitted by the Agency, as requested by NSDC in the course of evaluation of the proposal, the proposal will be rejected at any stage of evaluation or targets would be revoked (if already allocated) during implementation.

Annexure 15.12 - Declaration for the Non-Monetary Investment by the Project Implementing Agency (PIA)
(On the letterhead of the Agency Entity)

To
National Skill Development Corporation,
5th & 6th Floor, Kaushal Bhawan,
New Moti Bagh,
New Delhi – 110023

In response to the Request for Proposal for providing Skill Certification under RPL, I/ We hereby confirm the following with regards to the Non-Monetary Investment by the Employer.

- Employer is willing to provide space and training infrastructure for the conduct of RPL programs
- Employer is willing to provide trainer for the conduct of RPL program
- No non-monetary investment proposed

If this declaration is found to be incorrect and / or misleading then without prejudice to any other action that may be taken, my/ our security may be forfeited in full, and the tender, if any, to the extent accepted, may be cancelled.

Name of the Authorized Signatory of the Agency

Signature and Stamp of the Authorized Signatory of the Agency

Date: DD/MM/YYYY

Note: In case of any wrong / incorrect declaration submitted by the Agency, as requested by NSDC in the course of evaluation of the proposal, the proposal will be rejected at any stage of evaluation or targets would be revoked (if already allocated) during implementation.

**Annexure 15.13 - Declaration for Employer and Employee Details by the Project Implementing Agency
(PIA)**

(On the letterhead of the Agency Entity)

Note: Applicable only for i) Registered employers / industry, and ii) SSC recommended industry associations, bodies, and institutions (**national and state level industry associations or any other industry associations**)

To
National Skill Development Corporation,
5th & 6th Floor, Kaushal Bhawan,
New Moti Bagh,
New Delhi – 110023

In response to the Request for Proposal for providing Skill Certification under RPL, I/ We hereby confirm the following details of the with regards to the Non-Monetary Investment by the Employer.

S. no	State	District	Location	Number of Associated Members/Employers/Partners	No. of years of Experience	Educational/ professional qualification	Total Number of Employees	Permanent / Contractual
1								
2.								
3.								

If this declaration is found to be incorrect and / or misleading then without prejudice to any other action that may be taken, my/ our security may be forfeited in full, and the tender, if any, to the extent accepted, may be cancelled.

Name of the Authorized Signatory of the Agency

Signature and Stamp of the Authorized Signatory of the Agency

Date: DD/MM/YYYY

Note: In case of any wrong and/or incorrect and / or misleading declaration submitted by the Agency, as requested by NSDC in the course of evaluation of the proposal, the proposal will be rejected at any stage of evaluation or targets would be revoked (if already allocated) during implementation.

Annexure 15.14 - Declaration by the Project Implementing Agency (PIA) for Availability of Infrastructure and Own training Centres

(On the letterhead of the Agency Entity)

*Note: Applicable **only for** i) Voluntary organizations/Non-governmental organizations, and ii) Government bodies/organizations etc. and SSDMs*

To
National Skill Development Corporation,
5th & 6th Floor, Kaushal Bhawan,
New Moti Bagh,
New Delhi – 110023

In response to the Request for Proposal for providing Skill Certification under RPL, I/ We hereby confirm the following with regards to the Availability of Infrastructure and Own training Centres:

Available	Availability of Organization Offices/Subsidiaries	Availability of Own TrainingCentres at the Proposed Locations
More than 75%		
50%-75%		
15%- 50%		
Less than 15%		

If this declaration is found to be incorrect and / or misleading then without prejudice to any other action that may be taken, my/ our security may be forfeited in full, and the tender, if any, to the extent accepted, may be cancelled.

Name of the Authorized Signatory of the Agency

Signature and Stamp of the Authorized Signatory of the Agency Date:

DD/MM/YYYY

Note: In case of any wrong / incorrect declaration submitted by the Agency, as requested by NSDC in the course of evaluation of the proposal, the proposal will be rejected at any stage of evaluation or targets would be revoked (if already allocated) during implementation.

Annexure 15.15- Declaration by the PIA for Reach or Geographical Spread of Proposed RPL Projects for RPL

(On the letterhead of the Agency Entity)

To
National Skill Development Corporation,
5th & 6th Floor, Kaushal Bhawan,
New Moti Bagh,
New Delhi – 110023

In response to the Request for Proposal for providing Skill Certification under RPL , I/ We hereby confirm the geographical spread of Proposed RPL Projects:

*Note: Applicable **only for** i) Registered Employers/ Industry and ii) TPs in the skilling industry/NSDC partner applying in response to demand aggregation by District Skill Committees, State Skill Development Missions, SSCs, and Demand Portal*

Geographical Spread of the proposed RPL Project	PIA Geographical Presence	Details of Evidentiary Proof
RPL proposed more than 5 locations (employer has multiple offices)		<i>Relevant Evidentiary Documents to be shared by the PIA</i>
RPL proposed for 2 to 3 locations (employer has multiple offices)		
RPL proposed only in a single location		

*Note: Applicable **only for** SSC recommended industry associations, bodies, and institutions: National level Industry associations, state level, or any other industry associations*

Reach/Spread of the Association	PIA reach/spread across states	Details of Evidentiary Proof
More than 30 States		<i>Relevant Evidentiary Documents to be shared by the PIA</i>
Less than 5 States		
Only one States		

If this declaration is found to be incorrect and / or misleading then without prejudice to any other action that may be taken, my/ our security may be forfeited in full, and the tender, if any, to the extent accepted, may be cancelled.

Name of the Authorized Signatory of the Agency

Signature and Stamp of the Authorized Signatory of the Agency

Date: DD/MM/YYYY

Note: In case of any wrong and/or incorrect and/or misleading declaration submitted by the Agency, as requested by NSDC in the course of evaluation of the proposal, the proposal will be rejected at any stage of evaluation or targets will be revoked (if already allocated) during implementation.

Annexure 15.16 Details of Financial Strength of the Project Implementing Agency (PIA)

(On the letterhead of the Agency Entity)

Financial Details of PIA

1. Annual turnover of the Agency during the last three financial years:

Note: PIAs should have an average annual turnover in the last 3 financial years i.e at least 25% of the total project cost proposed.

2021-22	2022-23	2023-24

- I. Net worth of the Agency during the last three financial years:

2021-22	2022-23	2023-24

- II. Revenue of the Agency from skill development activities in last three financial years

2021-22	2022-23	2023-24

Documents to be uploaded for the Financial Position of the PIA:

1. Audited financials along with audit report, balance sheet, and profit & loss statement of the Agency for last 3 FYs (2021-22, 2022-23 and 2023-24)

In case FY 2023-24 is not audited, a provisional certificate can be uploaded.

1. Certificate along with the Unique Document Identification Number (UDIN) from practicing CA, preferably the same CA who has audited last year's financials of the Agency's company. It should clearly mention the following:

- a. Annual turnover of the Agency in last 3 FY (2021-22, 2022-23 and 2023-24)

- b. Net worth of the Agency in last FY 2023-24

Note: For the calculation of Net Worth asset valuation must be carried out at the book value.

- c. Revenue of the Agency from skill development activities in last 3 FY (2021-22, 2022-23 and 2023-24)

Note: In case of any wrong / incorrect and / or misleading information submitted by the Agency, as requested by NSDC in the course of evaluation of the proposal, the proposal will be rejected at any stage of evaluation or targets would be revoked (if already allocated) during implementation.

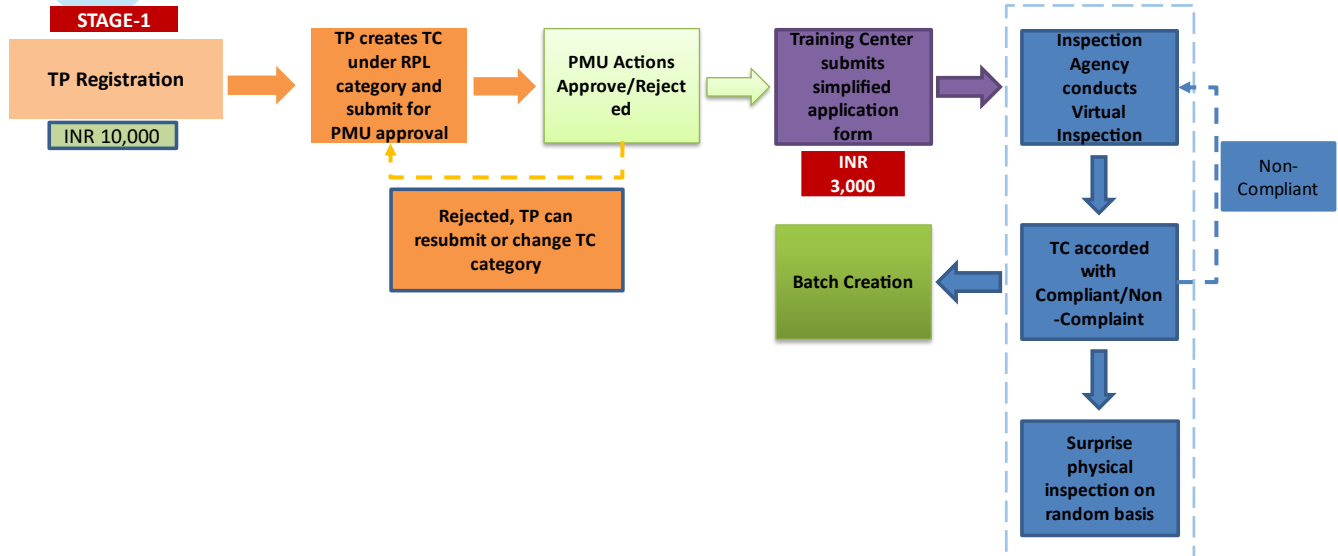
17. 2 Compliance Checklist/ List of Documents to be uploaded by the PIAfor RPL

S. No	Name of the Document/ Annexure for RPL Type 1	Applicable for PIA Type			
		TPs	Sector Specific Expert Bodies and Associations	NGO/ VOs	Govt. Bodies
1	Board Resolution Format	Yes	Yes	Yes	Yes
2	Self-Declaration by the PIApertaining to Blacklisting	Yes	NA	Yes	NA
3	Sample Survey Findings	Yes	Yes	Yes	Yes
4	Sample Survey FindingsReport	Yes	Yes	Yes	Yes
5	Objectives of the RPL Project	Yes	Yes	Yes	Yes
6	Standard Curriculum Outlinefor Orientation Content for Job Role Proposed	Yes	Yes	Yes	Yes
7	Past Experience in Skilling inRPL in PMKVY and Community Engagement (for NGOs)	Yes	Yes	Yes	Yes
8	Declaration for Presence ofReskilling Component	Yes	Yes	NA	NA
9	Proof of Mobilization -Letter of Intent (LOI) orMemorandum of Understanding (MoU) - Incorporation Letter - Previous Experience of Conducting mobilization forCentral or State Government Programmes	Yes	Yes	NA	NA
10	Declaration for Identificationof Proposed Beneficiaries	Yes	Yes	Yes	Yes
11	Declaration for TrainerExpertise	Yes	Yes	Yes	Yes
12	Project Monitoring Plan	NA	NA	NA	NA
13	Declaration for the Non- Monetary Investment by thePIA	NA	NA	NA	NA
14	Declaration for Employer andEmployee Details by the PIA	NA	NA	NA	NA

15	Declaration by the PIA for Availability of Infrastructure and Own training Centres	NA	NA	Yes	Yes
16	Declaration by the PIA for Reach or Geographical Spread of Proposed RPL Projects - Evidentiary Documents to be shared by the PIA	NA	NA	NA	NA
17	Details of the Financial Strength - Audited Financial Reports - CA Certificate and UDIN Number	Yes	Yes	Yes	NA
18	Incorporation Documents/DARPAN ID (For NGOs)	Yes	Yes	Yes	NA
19	Certificates for Rewards and Recognition Received	Yes	Yes	Yes	NA
20	Recommendation Letter for Linkage with Ongoing Govt. Welfare Schemes/ Govt. recommended Projects	Yes	Yes	NA	NA
21	Validation/Recommendation by SSCs <i>* Documents supporting other credentials such as marketing, research, training etc. in the domain in which targets have been requested</i>	NA	Yes	NA	NA

Accreditation & Affiliation

Verification of Upskilling Locations



Details required for Training Provider

Training Provider Details			
Is Entity Govt (Yes/No)	CEO/MD/Head of the Organization info	Address/Communication Address	Disclaimer
GST	Authorized Signatory info	Landmark	Process Details (A&A)
PAN		State, District	
Type of Organization		Parliamentary Constituency	
Type of Sub-Category		Pin Code	
Year of establishment & Registration proof		Geo Location	

Details required for Training Center (Skill HUB)



Training Center Details				
Training Center Name	Address	Single Point of Contact (SPOC)	Job role/ Trade	Residential Facility
Training Center Type	Landmark	Name	Sector	Type (M/F/T)*
Total Center Area	State, District	Email Address	Job role	Capacity
Center Rating	Parliamentary Constituency	Mobile Number	Training Capacity	Area
	Pin Code		Number of Class & Lab	
	Geo Location			

*M: Male, F: Female, T: Transgender

DEFINITIONS:

1. **C1 India Private Limited:** Service provider to provide the e-Tendering Software and facilitate the process of e-tendering on Application Service Provider (ASP) model.
2. **NSDC e-Procurement Portal:** An e-tendering portal of National Skill Development Corporation (“NSDC”) introduced for the process of e-tendering which can be accessed on <https://nsdc.eproc.in>.

Pre-requisites:

- a) It is mandatory for all the bidders to have Class-III Digital Signature Certificate (With Both DSC Components, i.e. Signing & Encryption) from any of the licensed Certifying Agency under CCA, Ministry of Electronics and Information Technology, Government of India to participate in e-tendering portal of NSDC. Bidders can see the list of licensed CA’s from the link www.cca.gov.in
- b) C1 India Pvt. Ltd. also facilitate Class III Digital Signature Certificate (With Both DSC Components, i.e. Signing & Encryption) to the bidders. Bidder may contact C1 India Pvt. Ltd. at mobile no. +91-7291981138 for DSC related queries or can email at vikas.kumar@c1india.com.
- c) To participate in the online bidding, it is mandatory for the Applicants to get themselves registered with the NSDC e-Tendering Portal (<https://nsdc.eproc.in>)
- d) System Requirement/ Registration Manuals/ Bid Submission Manuals are available at the NSDC eTendering Portal (<https://nsdc.eproc.in>)
- e) For helpdesk, please contact Help Desk Nos. +91-124-4302033 / 36 / 37
- f) Participant are requested to email their issues to helpdesk at nsdcsupport@c1india.com. This will help serving the participant better
- g) The amendments/ clarifications to the tender, if any, will be posted on the NSDC eTendering Portal (<https://nsdc.eproc.in>)
- h) The Bidder may modify or withdraw their bid after submission prior to the Bid Due Date. No Bid shall be modified or withdrawn by the Bidder after the Bid Due Date and Time.
- i) It is highly recommended that the bidders should not wait till the last date of bid submission to avoid complications like internet connectivity issue, network problems, system crash down, power failure, browser compatibility issue, system compatibility issue, improper digital signature certificate problem etc. In view of this context, neither M/s National Skill Development Corporation nor M/s. C1 India Pvt. Ltd will be responsible for such eventualities.