

No. AG-15040/8/2024-Sr.C-II
Government of India
Ministry of Social Justice and Empowerment
Department of Social Justice and Empowerment

Shastri Bhawan, New Delhi
Dated: 20th August, 2024

Dear Training Partners,

As you are aware, Department of Social Justice & Empowerment (DoSJE) implements a skill development scheme named PM-SPECIAL for providing more professional geriatric caregivers to bridge the gap in supply and increasing demand in the field of geriatric caregivers. A copy of the revised scheme guideline has been made available on the Department's website i.e. <https://socialjustice.gov.in/schemes/111>. All Training Partners are requested to kindly go through different provisions of the scheme before apply.

2. This Department is contemplating to empanel for 2024-25 competent and desirous Government and Private Training Institutes having sufficient academic and physical infrastructure, with good track record of performance. Accordingly, the Department invites Expression of Interest (Eoi) for empanelment of Training Partners (TPs) for imparting training under PM-SPECIAL for the financial year 2024-25. For this purpose, the following information may kindly be provided in **hard copy** (only):

- a) Certificate of incorporation (the organization should have been registered before 01.07.2019)
- b) Copy of the PAN Card / GST No.
- c) NITI Aayog's Darpan Portal Registration details, if the TP is a Non-Government Organisation (NGO)
- d) Audited Account Statement for the last 3 financial years (from 2020-21 to 2022-23 or from 2021-22 to 2023-24)
- e) Turnover certificate (indicating average turnover also which should be greater than Rs. 01 Crore as a mandatory criteria) of last three years along with net worth of the organization (from 2020-21 to 2022-23 or from 2021-22 to 2023-24)
- f) Number of trainees trained in total (year-wise starting from 2021-22 to 2023-24, scheme-wise details) in Annexure-I
 - o Copy of sanction order / work allocation order as indicated in Annexure-I



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- g) Number of trainees placed in different organisation (year-wise starting from 2021-22 to 2023-24, scheme-wise details) in Annexure-II
 - h) Up-to-date Letter of Registration (LoR) issued through SMART portal in respect of only 4 eligible job role(s) for which you intend to train [please refer para 7 for more details]
 - i) Undertaking in your letter head that if any information or claim furnished by you in respect of your training institute/centers is found to be incorrect, your empanelment may be cancelled by the Department and further penal action as per provisions of the scheme may be taken (Reference: Annexure-III)
 - j) An affidavit duly notarized on Rs. 100 Stamp paper stating that your organization (including different training centres) has not been blacklisted by any of the Government (Central and State both) and that all centres (proposed in Annexure-IV) are its own and the staff is in the pay roll of the organisation.
 - k) Proposal for Skill Training under PM-SPECIAL in eligible job roles for FY 2024-25 in attached format (Annexure-IV)
 - l) Certification of your Training Institute as recognized by International Accreditation Forum (IAF), if any.
3. Kind attention is invited to para 7.2 of the guideline which, *inter alia*, state that priority would be given to courses which mandates compulsorily On the Job Training (OJT) in skill courses.
4. In case of a Government Training Institute, a self-certified statement indicating that the training institute is a Government training institution and the documentary proof thereof indicating explicitly that your institution is a Government training institute along with all other relevant documents as mentioned in this EoI notification.
5. If the information provided by the organization meets the requirement of PM-SPECIAL Scheme and upon recommendation and approval of the competent authority, Memorandum of Agreement (MoA) may be signed between DoSJE and your Training Institute for imparting training under PM-SPECIAL for the FY 2024-25.
6. The empanelment of the Training Institute may be terminated at any point of time if any violation of norms as mentioned in the scheme guideline / any wrong / forged information given against this EoI is found during the implementation of the PM-SPECIAL Scheme.



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7. All TIs must ensure that proposals to be submitted only for those training courses for which up-to-date (not later than 3 months old from the date of issuance of this EoI) LoR has been submitted. Proposals submitted without or partially valid or partially (or all) expired LoR(s) will not be considered at all. Complete/full accreditation & affiliation certificate valid upto 31.03.2025 may be furnished, if available, instead of LoR.

8. All information contained in this document are of good interest and faith. This is not an agreement and is not an offer or invitation to enter into an agreement of any kind with any party. Department of Social Justice and Empowerment (DoSJE) 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. DoSJE reserves the right to take final decision regarding award of work.

9. Submission of proposal under EoI mode does not guarantee allocation of target under PM-SPECIAL (2024-25). Thus, this EoI document does not encourage creation of any new training infrastructure and hiring of manpower specifically for imparting training under PM-SPECIAL (2024-25).

10. The decision of empanelment of respective TIs by the Department will be final and no request will be entertained in the department for non-empanelment of any TIs.

11. All TIs are requested to submit their proposal in hard copy (in spiral binding or otherwise) and not to give in looseleaf or in stappled mode. DoSJE shall not be responsible for loss of any single/bunch of paper(s). The proposals must include a summary/index sheet along with page numbers and duly signed by the authorized signatory in each page.

12. All TIs must ensure that documents or photocopies attached in the proposal should be readable enough. Documents which are non-readable will be of no use and hence, the proposal may likely to be rejected. However, it must be ensured that all undertakings (along with the valid date) which the TI is submitting must be original only.

13. Under no circumstances DoSJE will be held responsible or liable in any way for any claims, damages, losses, expenses, costs or liabilities whatsoever (including, without limitation, any direct or 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 EoI.

14. The complete proposal with all documentary proofs as requested above should be received in CR Section, Garage No. 8, Shastri Bhawan, New Delhi in the name of Dy. Secretary (Sr. Citizen) by 5:30 PM on 09.09.2024. All proposals



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must carry stamp of R&I Office. Proposals will NOT be accepted if it doesn't carry stamp of registry office or send through email. Any clarification in this regard may be obtained through email at gopal.rathore@gov.in.


(Puspendra Singh)

Dy. Secretary to the Govt. of India

Copy to:

- (i) Secretary, Ministry of Health and Family Welfare with the request to give it wide publicity
- (ii) Director, NIC (with the request that a copy of this communication may be uploaded on the website of the Department to ensure wider visibility and publicity).



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Summary of Trainees Trained

Ser. No.	FY	Scheme	Implementation Department/Ministry	No. of candidates trained	Candidate took training on [Course Name with QP ID]
1					
2					
3					
...					
TOTAL					

*This must be supported by sanction order of the Department/Ministry.

**Details may be furnished only for Government skilling schemes.

Date:

Signature
(Name of the Authorized Person)
Stamp



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Candidates Placement List

Ser. No.	FY	Scheme	Implementation Department/Ministry	Candidate Name [/Gender]	Candidate took training on [Course Name]	Placed in [Company Name]	Initial Salary	Candidate Phone No.
1								
2								
3								
...								
TOTAL								

**Details must be emanated from Annexure-I

Date:

Signature
(Name of the Authorized Person)
Stamp



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Undertaking

I, (Name of the Authorized Person), (Designation of the Authorized Person) ----- (Name and address of Training Institute), do hereby declare that the information provided herein in the EoI application is true and correct to the best of my knowledge and belief and nothing has been falsely stated or concealed therein. I understand that if the said information as given in the application form is found false, at any stage the empanelment of the Training Institute will be liable to be rejected.

Date:

Place:

Signature
(Name of the Authorized Person)
Stamp



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Annexure-IV

Centre-Wise Proposal on the number of candidates to be trained

Name of the Training Institute (TI) [along with TP ID]:

Complete Address of TI (Head Office):

Contact Person's Name with mobile number and email ID:

Ser. No.	State	District	Address of the Training Centre	Training Centre ID	(Non) Residential	Name of the Job Role (and #of Hrs)	No. of candidates To be trained
1							
2							
3							
...							
TOTAL							

* Details must be supported by Letter of Registration issued on SMART Portal of MSDE.

Date:

Place:

Signature
(Name of the Authorized Person)
Stamp



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