



Government of West Bengal
Office of the District Magistrate & Collector, Uttar Dinajpur
Utkarsh Bangla Cell
Email ID -pbssd.uttardinajpur@gmail.com



Memo No: 48 /DM/LOITP/EOI/2023

Dated: 31.07.2023

EXPRESSION OF INTEREST (EOI) FOR ONBOARDING AS UTTKARSH BANGLA EMPANELLED TRAINING PROVIDERS (TPs) FOR CONDUCTING SKILL DEVELOPMENT SHORT TRAINING UNDER LOI MODULE.

District Project Management Unit (DPMU), Utkarsh Bangla (PBSSD), Uttar Dinajpur invites Expressions of Interest from the eligible & empanelled Training Providers (TPs) of Utkarsh Bangla for expanding the skill ecosystem under the Utkarsh Bangla program of the State Government for delivery of quality skill development training to the unemployed youths in various domains / courses throughout the District

Eligibility Criteria:

1. TP must be previously enrolled under Utkarsh Bangla Program.
2. TP is neither blacklisted nor dis-empanelled any time before any of the schemes.
3. No adverse/complaints are pending against the TP and awaiting for disposal.
4. TPs are eligible to apply where their registered office is situated / where at least one of their TC is situated.
5. Maximum 10 (ten) TPs are allowed to approved for on boarding under LOI mode by the DPMU.

Procedure for the necessary proposal by the TP and further action by the DPMU:

1. Interest may be submitted from the UB empanelled TPs. In the wake of the notice floated in the e-portal of the Uttar Dinajpur District Administration (<https://uttardinajpur.gov.in>).
2. The EOI submission from the interested TP will start from 01.08.2023 & will end on 20.08.2023.
3. Application on official letter-head of TP to be submitted from the concerned TP furnishing the following details:
 - a. Name of TP and TP Code under PBSSD.
 - b. Full Address of the TP.
 - c. Proposed Course domains.
 - d. Proposed Training Venue.
 - e. Contact details of TP along with email.
4. Short listing/final selection of the TPs shall be done by the DPMU on receipt of EOI's from the interested TPs within the period allowed.
5. The decision of the DPMU shall be final.

The necessary proposal must reach at the following address by hand or Speed post / registered post within the stipulated time -

To,
The District Nodal Officer (Skills), Uttar Dinajpur,
Office of the District Magistrate & Chairman, District Skill Committee, Uttar Dinajpur.
Utkarsh Bangla Section (PBSSD), Room No. 101 (ক), 1st Floor, P.O- Karnajora, Pin- 733130, District – Uttar Dinajpur.

6. Documents to be submitted by the interested TPs along with EOI is attached in ANNEXURE I.

iven proforma as attached in ANNEXURE II by the interested TPs.

31/07/23
Additional District Magistrate (Skills)
Uttar Dinajpur

Memo No: *48/1 (7)* /DM/LOITP/EOI/2023

Dated: *31* . *07* . 2023

Copy forwarded for information and necessary action to:

1. The Project Director, PBSSD, Karigori Bhawan, Kolkata.
2. The District Nodal Officer (Skills), Uttar Dinajpur.
3. The Dist.OSD (Sri. Somnath Barua), PBSSD, Karigori Bhawan, Kolkata
4. The DIO, NIC, Uttar Dinajpur – with a request to publish the EOI in the district portal.
5. The District Project Manager (Skills), Uttar Dinajpur.
5. CA to District Magistrate & Chairman, District Skill Committee, Uttar Dinajpur.
6. CA to Additional District Magistrate & Vice Chairman, District Skill Committee, Uttar Dinajpur.
7. Office Copy.

31/07/23
Additional District Magistrate (Skills)
Uttar Dinajpur

Entity Wise Document List

ANNEXURE-I

| Entity Name | Documents |
|---|---|
| Govt. Organization/s (Note: Any Six (6) out the Seven (7) documents as mentioned above is mandatory) | An order from ADM skills or a letter from District Head of Line department. TAN Address Proof Letter mentioning Receipt head of Account Establishment order of Training Centre / Venue. SPOC order of Line Department Photograph of Training Centre/Venue. |
| Govt. University | Scanned copy of Power of Attorney in the name of signatory/ Point of Contact Scanned copy of Address Proof Scanned copy of Identity proof of University Registrar/Asst. Registrar Scanned copy of University Act Scanned copy of University TAN No. and GST Registration No. Scanned copy of Income Tax Return Last FY |
| Limited Company | Photographs of Owner or Board Members Copy of cheque/passbook showing IFSC and Account number PAN card of the Company TAN of Company Certificate of Incorporation under Company Reg. Act. + Registration certificate of LLP Address Proof |
| Partnership Firm | Registration Certificate Copy of cheque/passbook showing IFSC and Account number PAN card of the Firm Partnership Deed Photographs of the Partners Address Proof |
| Private Limited Company | Address Proof Copy of cheque/passbook showing IFSC and Account number PAN card of the Company TAN of Company Photographs of Minimum Two Directors Certificate of Incorporation under Company Reg. Act. |
| Proprietor | Income Tax Return Last Assessment Year PAN card Valid Trade Licence Photographs of Proprietor Copy of cheque/passbook showing IFSC and Account number Address Proof |
| Pvt. University | Scanned copy of Identity proof of University Registrar/Asst. Registrar Scanned copy of Power of Attorney in the name of signatory/ Point of Contact Scanned copy of Address Proof Scanned copy of Income Tax Return Last FY Scanned copy of University Act Scanned copy of University TAN No. and GST Registration No. |

Entity Wise Document List

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|---|---|
| | Copy of cheque/passbook showing IFSC and Account number |
| | Photographs of the Highest Authority of the Society |
| Society | PAN card of Society |
| | Society Registration Certificate document/ FULL DOCUMENT |
| | MOA of the Society FULL DOCUMENT |
| | Address Proof |
| Trust(Including other non profit organizations/ Section 8 Company) | Page containing with Certificate of Admissibility and Registration No. in the Trust deed documents/ Certificate of incorporation. |
| | Copy of cheque/passbook showing IFSC and Account number |
| | Page containing the Photographs of Trustees along-with Signature & LTI (Left Thumb Impression) Sheet in the Trust deed documents |
| | TRUST DEED Documents/ Trade License. |
| | PAN card of the Trust/ Section 8 Company. |
| | Address Proof |
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Format for Submission of EO!
(Must be printed in the official letter head of TP)

ANNEXURE - II

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|---|--------------------|--------------|---------------------------------|---------------------------------|-----------------------|
| Name of the Training Provider | | | | | |
| Training Provider Code | | | | | |
| Full Address of the Registered Training Provider | | | | | |
| Training Centre Address | | | | | |
| SPOC name of Training Provider | | | | | |
| Contact Number of SPOC | | | | | |
| Email ID of TP | | | | | |
| Past performance of the Training Provider under Utkarsh Bangla (along with supporting documents) | | | | | |
| Training Centre District | Training Centre ID | Course Name | Total no. of Candidates Trained | Total no. of trainees Certified | No. of placement done |
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| Proposal of training to be done in the district | | | | | |
| SI No | Sector Name | Course Name | LOI available | Proposed no. of placement count | |
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| Trainer Details | | | | | |
| SI No | Course Name | Trainer Name | TOT Certified | TOT _ NO | |
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I hereby declare that information furnished above is true, complete and correct to be the best of my knowledge and belief. The above said Training provider neither blacklisted nor dis-empaneled any time before from of the schemes and no adverse reports / complaints are pending against my establishment.

If any complaint or any adverse report is found from any trainees or any other person, my Training Provider may be suspended / rejected by DPMU after verification.

Signature of Training Provider
Name of the Signatory
Date with Seal