

Government of Jammu & Kashmir
STATE URBAN DEVELOPMENT AGENCY (SUDA)
Housing & Urban Dev. Department
Civil Secretariat
Srinagar/Jammu

EXPRESSION OF INTEREST

The J&K State Urban Development Agency (SUDA) functioning under Housing & Urban Development Department, Govt. of Jammu & Kashmir intends to empanel Skill Training Institutes with adequate professional expertise, infrastructure facilities and prior experiences in the State of J&K for implementing its "Placement Linked Skill Training Programme" under EST&P of National Urban Livelihood Mission (NULM).

For this purpose, SUDA now invites Technical Proposal from eligible entities i.e. Registered Institutes, including ITIs, Polytechnics, NITs, Industrial Associations, Engineering Colleges, Management Institutes and Skill Training Centres, NSDC and other Govt. and Non Govt. Organizations to indicate their interest in providing the above service for the following unrepresented districts of the state of J&K:

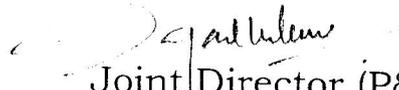
Kupwara, Baramulla, Bandipore, Srinagar, Ganderbal, Budgam, Pulwama, Shopian, Kulgam, Reasi, Samba, Rajouri, Ramban, Poonch, Kishtwar, Leh & Kargil.

Empanelment of entities shall be made District-wise/Trade-wise (Detailed at Annexure-A) for respective sectors and shall be applicable for a period of two years subject to the performance and placements by the Agencies/Institutions. The bidder shall be a single entity or consortium. The Agencies/Institutions intending to set empanelled should be having valid Registration of their skill training centre from competent authority for running skill training institute in the district applying for. The Institutes intending to apply for district Baramulla, Bandipore, Srinagar, Ganderbal & Samba shall submit their proposals other than I.T.Trade, provided the institutes have registration for such skills/ trades. The bidders who had already applied in response to earlier Expression of Interest vide Notification No: HUD/PLAN/120/2013 Dated: 25-02-2014 and had separately applied for unrepresented districts along with a Demand Draft of Rs.2000/- and EMD of Rs.20000/- need not to submit the EMD again. The bidders need not submit financial bid as the fixed training fee of Rs.1000/-for a candidate per month shall be paid to the empanelled institute for conducting skill training which will include material cost, subject to other terms and conditions of NULM. In addition to this, the examination fee shall be paid separately to the certifying /examining bodies as per the scheme guidelines.

Interest bidders may refer to web Site of Housing & Urban Dev. Department, J&K i.e. www.jkhudd.gov.in for details including eligibility criteria, selection process, documents for submission and terms of reference on the said assignment. The bidders can download RFP Document from the official website of department, www.jkhudd.gov.in. The proposals complete in every respect may be delivered to the undersigned by Post/Courier/Rgd. Post by or before **30th January, 2016** in a sealed envelope clearly mentioning on the top of it **“REQUEST FOR PROPOSAL FOR EMPANELLMENT OF TRAINING INTITUTE FOR PLACEMENT LINKED SKILLED TRAINING PROGRAMME UNDER EST&P OF NULM OF THE DISTRICT _____ AND TRADE APPLIED _____** along with the non-refundable Demand Draft of **Rs.2000/- (Two Thousand only) & EMD of Rs.20000/-** in Indian currency, favouring “ Member Secretary J&K State Urban Development Agency (JKSUDA) drawn from any Nationalized Bank payable at RCC Srinagar/Jammu.

Mere submission of proposal by any institute shall no way make any institute eligible for empanelment. Decision in this regard shall be taken on the basis of infrastructure facilities available with institutes after conducting physical verification.

The Member Secretary, SUDA reserves the right to accept or reject all or any of the proposals and terminate the selection process without assigning any reason thereof.


Joint Director (P&S)
Housing & Urban Dev. Department
Member Secretary J&K SUDA

No. HUD/PLAN/54/2015

Dated: 20:01:2016

In case of any queries and clarification on the above, please contact:

Member Secretary
State Urban Development Agency
Civil Secretariat, J&K Jammu/.Srinagar
Phone/Fax No. 0191-2569126 /0194-2474028
Mobile No. 9419104212
E-mail: jdp.hud@gmail.com

Annexure-A

Illustrative Trade List:-

The training preferable be imparted to the urban poor in a variety of services, business and manufacturing activities as well as in local craft so that they can set-up self employment ventures or secured salaried employment.

The trades are classified as:-

- Construction activities (Mason, Plumber, Electrician, Wireman, Painter, Carpenter.
- Equipment handlers, Auto Mechanic etc.)
- Repair Sales & Marketing (Over- the counter sales executive, mall floor sales persons, insurance agent, ticketing staff etc.
- Logistics (driver, travel tour agent.
- Education & Health, Lab Assistant, Home care Nursing etc.)
- Life style [Beautician, Personal groomers, make up experts, Hair designers, interior designers assistants, Automobile & Two wheelers repairing/ servicing
- Electronics appliances repairing and servicing
- Textile & Cotton spinning including local craft training
- CAD Operation & computer hardware
- Refrigeration & Air-conditioning service
- Food processing & preservation
- Hotel management & Tourism
- Dress making & Advance technology
- Mobile phone repairing
- Multi- media, Animation, video editing, photo shopping
- Security service

The above list is illustrative rather than exhaustive. Bidders should develop all the training material and training kits in English/Hindi/ Urdu languages.

REQUEST FOR PROPOSAL

EMPANELMENT OF TRAINING INSTITUTES FOR SKILL TRAINING EMPLOYMENT & PLACEMENT UNDER NULM



STATE URBAN DEVELOPMENT AGENCY (SUDA)

HOUSING AND URBAN DEVELOPMENT DEPARTMENT
GOVT. OF JAMMU & KASHMIR
JANUARY 2016

BIDDERS DATA SHEET

S.No	Particulars	Details
1	Name of the client inviting RFP	Member Secretary, State Urban Development Agency (SUDA), Govt. of Jammu & Kashmir
2	Name of the Assignment	EMPANELMENT OF TRAINING INSTITUTES FOR PLACEMENT LINKED SKILL TRAINING PROGRAMME UNDER NULM
3	Date of issue of RFP	18-01-2016
4	Last date and time for receipt of RFP	31-01-2016
5	Cost of RFP Document	Rs. 2000/- (Two thousand only) in INR, shape of non-refundable Demand Draft favouring 'Member Secretary SUDA' drawn from any Nationalized Bank payable at RCC Srinagar/Jammu.
6	Earnest Money Deposit (EMD)	Refundable demand draft of Rs. 20000/- (Rupees Twenty Thousand only) in Indian currency drawn from any of the Nationalized Bank in favour of 'Member Secretary SUDA' payable at RCC Srinagar/Jammu. (Shall be attached with the proposal.
7	Name of the Contact Officer	Joint Director (P&S)/Member Secretary State Urban Development Agency Civil Secretariat, J&K Jammu/Srinagar. Phone/Fax No:- 0191-2569126/0194-2474028 Email: jdp.hud@gmail.com

8	Address for Submission of Proposal	State Urban Development Agency (Housing & Urban Development Department Civil Secretariat, J&K Jammu/Srinagar. Email: jdp.hud@gmail.com
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Note:- Bidders are requested to download the RFP Document from the official website (www.jkhudd.gov.in) of Housing and Urban Development Department and submit the same along with a non-refundable demand draft of Rs.2000/=(Two Thousand Only) in Indian currency, favouring 'Member Secretary SUDA' drawn from any Nationalized Bank payable at RCC Srinagar/Jammu.

BACK GROUND INFORMATION AND OBJECTIVE OF THE ASSIGNMENT

Project Background: The National Urban Livelihood Mission (NULM) is a centrally sponsored anti-poverty scheme, emphasizes on providing quality skill training to the urban poor through reputed institutions from reputed institutes, including ITIs, Polytechnics, NITs, Industrial Associations, Engineering Colleges, Management Institutes, and Skill Training Centres, foundations, NSDC and other reputed entities in Government / private and Civil Society Sectors with responsibility of at least 50% placement linked skill training, the skill training providers (STPs) preferably on PPP mode with proper certification, to enable the urban poor to have access to the employment opportunity provided by market with better salary or to undertake self-employment ventures. For its effective implementation, GOI has suggested EST&P a component under NULM to be aligned with goals of National Skill Development Policy by:

- Creating opportunity for all to acquire skills.
- Developing high- quality skilled work force/ entrepreneur relevant to emerging market.
- Institutions based skill development includes ITCs/ Vocational/ Private Training Institutes / Polytechnics/ Professional colleges etc registered with government of India/ State
- Formal/ informal apprenticeship and other type of training by enterprises

Illustrative Trade List:-

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- Life style [Beautician, Personal groomers, make up experts, Hair designers, interior designers assistants, Automobile & Two wheelers repairing/ servicing
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- Hotel management & Tourism
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TECHNICAL PROPOSAL (INSTITUTIONAL)

FORM-1

Technical Proposal Submission Form
(On the letterhead of the organization/firm)

[Location, Date]

FROM:

[Name of Bidder with Complete Address of Communication]

TO:

The Member Secretary
State Urban Development Agency (SUDA)
Civil Secretariat Srinagar/Jammu.

Subject: **PROPOSAL FOR EMPANELMENT OF TRAINING INSTITUTE FOR
PLACEMENT LINKED SKILL TRAINING PROGRAM UNDER STEP-UP
OF NULM-TECHNICAL PROPOSAL.**

Dear Sir,

I/We, the undersigned, offer to provide the services in respect to your Request for Proposal. I/We are hereby submitting our Proposal which includes this Technical Proposal sealed under a separate envelope. Our proposal is valid for acceptance for 90 days may be accepted by you at any time before this expiry date.

I/We, hereby declare that all the information and statements made in this proposal are true and accept that any of our misrepresentation contained in it may lead to our disqualification from the selection process.

I/We hereby declare that our company has not been debarred/black listed by any Government/Semi Government organizations. I further certify that I am the competent authority in my company authorized me to make this declaration and signatory authority on behalf of the organization.

I remain

Yours sincerely,

Authorized Signatory (signature with date & Seal)

Name & Title of the signatory: - _____

Name of the Organisation with complete address:- _____

FORM-2

General Information of the Organization/Institute

(On the letter head of the Organisation/Firm)

- 1) Name of the Organization/Institute:
- 2) Incorporated as _____ in year _____ at
_____ (State Sole Proprietor, Partnership, Private Limited or
Limited firm, Registered Society) (furnish the copy of the certificate of
Registration/Incorporation)
- 3) Registered Office Address:
- 4) Branch Office Address within the State of J&K
- 5) Name of the Head of the institute/organization:
- 6) Designation
- 7) Telephone/Mobile Number
- 8) Address of communication
- 9) FAX and E-Mail

- 10) Income Tax Registration No. (PAN) (Furnish copy of the same)

- 11) Service Tax Registration Number (Furnish copy of the same)

Authorized signatory [in full and initials] _____

Name and title of signatory _____

Name of firm _____

Address_____

FORM-3

Detail profile of the organization
(On the letterhead of Organization/ Firm)
[Please provide the brief profile of the Organization/ Institution]

Authorized signatory [in full and initials] _____
With seal

FORM-4

Details of Organization / Institution's Past Experience in Imparting Similar
Placement Linked Training Programs

Table -1

Similar Assignment Details for the last three years:

Name of the training programme along with trades/sectors in which training was imparted	Name of the central/State Govt. organization for whom Training was conducted	Year and duration of training program	No. of trainees Trained	Brief scope of work after getting Training

Use additional sheet if required without changing the content

Table-2

Placement details of the trainees for last three years:

year	Trade/Sector in which training imparted	No. of trainees trained	No. of trainees placed on job	Name and Address of Organization in which Recruitment/ Placement of trainees has been made on Completion of training	Average Salary Per Month
2012-13					
2013-14					
2014-15					

Use additional sheet if required without changing the Content
The organization/institute must attach the documents, i.e. work order/contracts from the clients in support of the information provided above.

Authorized signatory [in full and initials]_____

With seal

FORM-4

**SUMMARY OF CVS OF PROPOSED KEY PROFESSIONAL AND SUPPORT STAFF
FOR THE ASSIGNMENT**

S.No	Name of key professional	Area of expertise	Position Assigned	Employment Status with the Institution (Full Time/Part Time)	Highest Education Qualification	No of Years of Experience	No of years of experience in similar assignment
KEY PROFESSIONALS							
1							
2							
3							
4							
5							
SUPPORT STAFF							
1							
2							
3							
4							
5							
6							

Authorized Signatory [In full initials and Seal]_____

Name of the Organization

FORM-5

Financial Turnover of the Organization/ Institute

S.No	Year	Turnover in INR
1	2012-13	
2	2013-14	
3	2014-15	

Authorized signatory [in full initials and seal] _____

Name of the Organization _____

TECHNICAL PROPOSAL (TRADE SPECIFIC)

FORM-6

Proposed Skill Training Plan

Name of the DUDA Applied For:

Particulars of deliverables	Write Up to be submit by the bidder
Name of the Proposed Trade Applied for with justification	
Course Curriculum and Training Module	
Training Plan along with Duration of the Training Certification Arrangement (Govt./Industries /PSUs)	
Placement Strategy	

[In this section, the bidders have to provide briefs on the deliverables in respect to the assignment. The bidders may also make a presentation on the same, if client desires]

Use additional Sheet if applied for multiple trades

Authorized Signatory [In full initials and seal] _____

Name of the Organization _____

IMPORTANT INFORMATION TO THE BIDDERS

Skill Training to be linked to accreditation, certification and preferably be taken on Public-Private- Partnership (PPP) mode with the involvement of reputed institutions.

The size of training batch may not be more than 40.

The total training period for skill up gradation (including apprenticeship, if any) should be minimum 6 months/and the duration should be 5-6 hours per day. In addition, soft skill training of 30 hours such as basic communication skill (In English & Urdu languages, Basic computer operations, financial literacy and awareness about other government schemes and entitlement for poverty alleviation has to be given to the candidates.

The cost of package of training including toolkit of stipend/ Raw material etc should be include in the average training cost-per trainee with component wise breakup.