



EXPRESSION OF INTEREST

For

**Empanelment of National Level Training Institute for
Running Extension Training Centers
(Skill Up gradation Centers)
to be set up in the State of Gujarat**

**INDUSTRIES COMMISSIONERATE
(GOVERNMENT OF GUJARAT)**

Contact Persons:

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CED

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1. Introduction

Gujarat is known for its enterprise and symbolizes the growth engine of India. Government of Gujarat has undertaken speedy reforms and continues to intensify steps to accelerate growth. With the establishment of 202 GIDC industrial estates, 60 approved Special Economic Zones, 21 registered Industrial Parks and 83 identified Industrial Clusters; Gujarat has generated vast scope for employment of technically competent manpower.

Though the State has over the years attracted large volumes of investment the availability of suitable manpower has been lagging. Despite large requirement of manpower on the one hand and institutional arrangements for equipping/ training on the other, there has been a qualitative demand-supply mismatch resulting in shortage in the industry with simultaneous unemployment/ underemployment.

To address this issue, the State Government intends to develop industry responsive and readily employable manpower focusing on local resources. The Industrial Policy, 2009 has laid emphasis on the expansion of a skilled and educated manpower base. “Skill Development” has therefore been identified as a major strategic initiative of Government of Gujarat to make the human resources more efficient and more productive.

With this view a “Scheme for enhancement of technical competence and manpower” has been introduced. Under this, Extension Training Centers/ Skill Up-gradation Centres (SUCs) are to be started at various GIDC Estates, Industrial Clusters, Industrial Parks, SEZs etc. across the state of Gujarat.

The Centre of Entrepreneurship Development (CED) has been appointed as the nodal agency for smooth implementation of the scheme.

The state Government has already identified and initiated process of setting up of Training centres in various GIDC estates.

2. Objective

As per the scheme, Industry /Industries Association/ National Level Training Institutions/ Developer could start Extension Training Centres of ITIs, Polytechnics and/ or Engineering colleges in GIDC Estates, Industry Clusters, SEZs, Industrial Parks etc. to run courses to meet the industry-specific manpower needs. The Government may decide to avail the services of National Level Training Institution to run the extension training centers at GIDC Estates / Industrial Clusters.

State Government will provide basic rent free premises and infrastructure including land, building, workshop area and other amenities like water, industrial electricity connection etc as required for setting up a model training centre at each of the allotted location in GIDC Estates.

The State Government will provide assistance to the maximum extent of Rs.100 Lacs per centre in GIDC Estates towards purchase of equipments, machinery and necessary furniture/fixtures required to provide effective training including hands on training.

3. Scope of Work

The scope of work of the Training Partner would be as under

1. To develop understanding on key industries in a focussed manner.
2. To identify the manpower requirements.
3. To understand the type of skill set required by the key industries.
4. To know the current existing gaps in the technical areas/field.
5. To suggest the strategies for handling the manpower issues, skill and technical knowledge in the state of Gujarat.
6. Based on the gap findings required design and development of the curriculum will be implemented in the SUCs.
7. To introduce demand driven courses guided by labour market signals thereby reducing skills mismatch.
8. To run training programs for enhancing individual's employability and ability to adapt to changing technologies and labour market demands.
9. Focus on new emerging occupations/employment avenues.
10. Identify the areas of void, i.e. particular skills for which there is no standard curriculum or providers and make recommendations for the making of such curriculum.
11. Impart quality assured learning; develop credible assessment and certification mechanism.

4. Operational Framework

1. There will be a MoU/ agreement between the relevant participating agencies.
2. An Institutional Management Committee (IMC), comprising of representatives of Training Partner, Industry/ Industry Association and State Government shall be constituted and registered as a Society under the relevant Societies Registration Act. The IMC will be responsible for managing the affairs of the centres.
3. The Role of Training Partner will be:
 - To maintain separate Asset register for each centre.
 - To maintain the entire assets at centre in good working condition
 - Enlist support from the Industry and Industry Associations for placement of successful participants.
 - Bear the centre operation cost including consumables, electricity, water bills, faculty and day to day administrative expenses and also maintenance of entire training centre including machine/building maintenance expenses.

5. Service Performance Requirement

- Ensure placement opportunity for minimum 55% of successful participants within three months of course completion in the first year of its operation. This shall be increased in a phased manner to ensure that the percentages for the corresponding years shall be 65%, 75%, 80% and ultimately 85% placement shall be ensured at the end of 5th year.
- The training partner may be asked to submit Bank Guarantee as a part of commitment to run the centres for a specified period.

6. Eligibility Criteria

1. The training partner should have at least 3 years of experience in running skills training programs
2. The training partner should have at least 15 Trained Faculty/Trainers on their pay rolls having good experience of imparting skills training
3. The training partner should not be blacklisted from the govt./govt. bodies
4. The training partner should have at least 1 crore turnover for the last one year in skills training
5. The training partner should have trained 500 persons till date.

7. Evaluation Criteria

S. No.	Criteria	Documents / Details Required
1	Organizational Profile	
	Annual Average Turnover during last 3 years ending 31st March, 2009	Chartered Accountant Certificate indicating the required annual turnover.
	Details of infrastructure available in India. (Geographical presence and outreach)	Self certification of available Infrastructure
	Details of the past clients (in last 3 yrs)	Self certified list of past clients
	Tie up with units operating in sector/activity related to proposed training area	Self certified copy of the agreement between -The Training Partner and the Unit operating in the sector/ activity related to proposed training area
2	Methodology & Course Curriculum	
	Minimum qualification expected of the trainees	To provide as part of the Project Proposal
	Methodology specifically including “Other Inputs”, Outcome indicators at various time intervals during training and at the end of training. Action plan for the next 12 months including Presentation to be made before the Committee	-do-
	Training Curriculum	-do-
	Details of accreditation agency/ tie up with established training providers or tie up with unit operating in the related sector/ activity.	Formal letter or certificate from accreditation agency or agreement with established unit operating in related sector/ activity.
3	Manpower/Trainers	
	Details of trainers (with names and photographs) including qualifications, experience, etc.	Self Certification of list of trainers
4.	Outcome Indicators	
	Outcome of the last 3 years training programs in terms of number of trainees placed after receiving training from the Training Partner.	Self Certification of the performance Contact details of all the trainees provided for each trainee.
	Tie up with probable employer of trained youth but not placement agency.	Self attested copy of agreement with employer.

8. Process and Stages for Shortlisting

Shortlisting based on Expression of Interest (EoI)

a) Submission of Proposal: training partners shall submit their proposals at the office address on or before 16th April, 2010 for receipt of proposals. Every page of the document submitted by the training partner must be duly signed by the authorized signatory of the firm / company along with the company seal.

b) Preliminary Scrutiny: Preliminary scrutiny of the proposals for eligibility will be done to determine whether the training partners are qualifying the criteria specified in the document.

Presentation : The eligible training partners, would be required to give a detailed presentation about their Proposal which should focus on past relevant experience, block syllabus, content, delivery, methodology for implementation of program, tie-up with placement agency for recruitment, operational investment capability, business model to include organization structure of project team highlighting their profiles & qualification, timelines etc. The onus of demonstrating the firms' competence, capability and promise rests with the respective firm.

d) Shortlisting: Training Partners will be shortlisted by the evaluation committee on the basis of the demonstrated capability, competence & promise.

9. Schedule for Invitation Of EoI

EoI Name : Empanelment of National Level Training Institute for Running Extension Training Centres (Skill Up gradation Centres) to be set up in the state of Gujarat.

Submission Address:

Dr. Chandan Chatterjee, Director
Mr. Ratanesh Srivastava, Chief Project Leader

The Centre for Entrepreneurship Development
Block No. 1, 9th Floor, Udyog Bhavan, Sector-11
Gandhinagar-382017
Email : dir-ced@gujarat.gov.in, cpl.ced@gmail.com, cor-ced@gujarat.gov.in
Website : www.ced-gujarat.org

Dates

Last Date for Submission of EoI – 16th April, 2010

EoI Validity Period: 180 days

10. Fraud and Corruption

It is required that the Training Partners submitting Proposal and the Training Partner selected through this EOI must observe the highest standards of ethics during the process of selection of training partner and during the performance and execution of contract.

a) For this purpose, definition of the terms is set forth as follows:

i) **“Corrupt practice”** means the offering, giving, receiving or soliciting of any thing of value to influence the action of the Department or its personnel in contract executions.

ii) **“Fraudulent practice”** means a misrepresentation of facts, in order to influence a selection process or the execution of a contract, and includes collusive practice among Training Partners (prior to or after Proposal submission) designed to deprive the Department of the benefits of free and open competition.

iii) **“Unfair trade practice”** means supply of services different from what is ordered on, or change in the Scope of Work given.

iv) **“Coercive practice”** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the selection process or execution of contract.

b) The Department will reject a proposal for award, if it determines that the Training partner recommended for award, has been determined to having been engaged in corrupt, fraudulent or unfair trade practices.

11. How to Express Interest

Organizations willing to participate shall express their interest individually by detailing the following

a) Company profile

b) Annual report and Audited Balance sheet for the last three years

c) Reference list and details of projects implemented clearly identifying relevance to each of the EOI objectives

d) Technology Options and approach to realization

e) Detailed Implementation scheme / implementation methodology shall be specified

ANNEXURE

Format for Expression of Interest:

To

The Director
The Centre for Entrepreneurship Development
Block No. 1, 9th Floor, Udyog Bhavan, Sector-11
Gandhinagar-382017

Dear Sir,

Ref.: Expression of Interest for Empanelment of National Level Training Institute for Running Extension Training Centres (Skill Up gradation Centres) to be set up in the state of Gujarat

Sir,

We, the undersigned, are hereby submitting our Expression of Interest which includes Technical Information.

We hereby declare that all the information and statements made in this Proposal are true and accept that any of our misrepresentations contained in it may lead to our disqualification.

I 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 to make this declaration.

Yours sincerely,

Authorized Signatory [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

Company / Organization Seal