Expression of Interest (EOI)
Invited to become Training Partner

for

Implementation of the Project

"Employability Enhancement & Livelihood Training Program [EELTP] of SC/ST & EWS (Women) Youth through Capacity Building and Skill Development in IECT"

Sponsored by MeitY, Govt. of India

Implemented by
National Institute of Electronics and Information Technology (NIELIT)

(An Autonomous Scientific Society of Ministry of Electronics and Information Technology, Government of India)

February 2024

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1. Overview of the Project

To conduct Skill development training program in the area of Information Electronics and Communications Technology (IECT) for 523 number of youths (SC / ST / EWS (Women)) each of 5 (Five) districts of Chhattisgarh over a period of 3-years through an array of NSQF aligned courses. The Project aims towards Capacity building/ Skill development of 3,600 SC/ ST/ EWS (Women) youth in IT and Electronics Sectors for enhancing their employability & livelihood in most SC/ST populous districts of States/ UT.

2. Background

The objective of Skill Development is to create a workforce empowered with the necessary and continuously upgraded skills, knowledge and recognized qualifications to gain access to decent employment or to make them employable and ensure India's competitiveness in the dynamic global market. It aims at increasing the productivity and employability of workforce (wage and self-employed) both in organized and unorganized sectors. It seeks increased participation of youth, women and other disadvantaged sections to synergize efforts of various sectors and reform the present system with the enhanced capability to adapt to changing technologies and labour market demands.

Recognizing this need and to develop and connect the youths of these 5 Districts with the mainstream development agenda and to facilitate them to contribute to the growing economy, 11 skill development-oriented courses have been identified which are to be conducted through the selected training partners. The objective is to develop and enhance individual competencies (skill, knowledge and aptitude), to enrich and enlarge resource pool of ready to deploy candidates for addressing large human resource needs of current and future industry needs in the country for the Government and private sector.

3. Duration and Target of the Project

A total of 523 youths each from 05 districts of Chhattisgarh are targeted to train on 11 skill development courses listed at Para-5 in the area of IECT over a period of 3years. The year wise/Category wise breakup of target is tabulated below.

Year/Category Wise Target Distribution				
Year/ Category	SC [40%]	ST [40%]	EWS-Women [20%]	Total
1st Year [20% of Total]	210	210	103	523
2nd Year [40% of Total]	420	420	206	1046
3rd Year [40% of total]	420	420	206	1046
Total	1050	1050	515	2615

4. Beneficiary Districts

The beneficiary district in the state of Chhattisgarh are as follows:

Sl. No.	Name of the District	No. of Candidates
1	Surguja	523
2	Raipur	523
3	Bilaspur	523
4	Bastar	523
5	Durg	523

*Applications are invited from all the 5 (Five) districts for all thecourses mentioned at para-5.

Surguja, Raipur, Bilaspur, Bastar and Durg

5. List of Courses

The list of Courses for which EoI has been sought with Eligibility Criteria, NSQF Level and Duration of the course are given below:

Sr No	Qualification Name	Eligibility	NSQF Level	Duration (In Hrs)
1	Certificate course in IT-ITeS BPO, Soft Skills & Communicative English	10th +ITI/ 12th with English as one of the subjects	4	250
2	Certification in Computer Application Accounting and Publishing Assistant	Intermediate (10th +2)	3	360
3	Certificate in Data Entry and Office Automation (Up skilling)	10+2 in any stream with Min 50 % Marks OR ITI Certificate (One Year) after class 10th with Min 50 % Marks	3	210

4	O level (IT)	Students from Institutes conducting accredited courses: 10+2 or ITI Certificate (One Year) after class 10 followed, in each case, by a NIELIT accredited 'O' Level course.	4	540
5	NIELIT Certified Web Developer	Basic Computer Knowledge	3	210
6	NIELIT Certified Multimedia Developer	12th Pass 3rd Year Diploma in Electronics/ Electrical or B. Tech in	3	200
7	NIELIT Internet of Things (IoT) Assistant	Electrical/Electronics/E EE/ECE/ Computer Science from 2nd year onwards	3	300
8	NIELIT Certified IoT Technical Associate	Diploma 2nd Year and above in Electrical, Electronic, Electrical and Electronics, Instrumentation and Computer Science Or B.Sc. Electronics	4	450
9	NIELIT Certified Artificial Intelligence Associate	Pursuing NIELIT A level (IT) or NSQF Aligned L5 (AI/ML/ Data Science/ Data Analytics) or Final Year Polytechnic Diploma in Computer Science/ IT or 3rd semester onward B.E/B. Tech in any discipline or PGDCA or 3rd semester onward MCA/MSC (CS/IT)	4	240
10	Assembly & Maintenance of Personal Computer	10th /12th / ITI/Polytechnic Diploma/Graduation	3	300
11	NIELIT Certified Cloud Computing and Virtualization Expert	3year diploma/Undergraduate with knowledge of any computer language, Internet Concepts and Network Concepts	4	210

*,#: Courses, Duration may change according to the current scenario at per with NSQF.

6. Target (No. of Candidates to be certified)
(NSQF aligned courses of NIELIT inthe area of IECT)

S.N.	Qualification Name	No of Batches per District	Total No of Candidates per District
1	Certificate course in IT-ITeS BPO, Soft Skills & Communicative English	4	120
2	Certification in Computer Application Accounting and Publishing Assistant	2	60
3	Certificate in Data Entry and Office Automation (Up-skilling)	2	60
4	O level (IT)	1	28
5	NIELIT Certified Web Developer	2	60
6	NIELIT Certified Multimedia Developer	2	60
7	NIELIT Internet of Things (IoT) Assistant	2	30
8	NIELIT Certified IoT Technical Associate	2	25
9	NIELIT Certified Artificial Intelligence Associate	2	25
10	Assembly & Maintenance of Personal Computer	2	30
11	NIELIT Certified Cloud Computing and Virtualization Expert	1	25
	Total No. of Candidates to be Certified		523

7. Selection of Training Partner (TP)

Those TP's who are already accredited by NIELIT for any of the 11 NSQF courses under the project need not take accredited for that course. However, other institutewhich interested to implement the project have to take accreditation from NIELIT for the course as per procedure already defined & available at http://www.nielit.gov.in/content/nsqf for the concerned NIELIT NSQF courses.

Short listing of the TPs will be based on the criteria below:

Sr. No.	Criteria	Max. Marks
1	No. of students admitted in any NIELIT NSQF course in last 2 years	40
2	Distance from Municipal body (NagarPalika/ Parishad etc.)	20
3	Date of Operations Education field (particularly in IT & Electronics courses)	10
4	Tie-up with industry and previous placement records	20
5	Training Facility availability	10
	Total	100

Interested training partners may submit the application form placed at Annexure-I.
A copy of the agreement to be signed with the selected TP is placed at Annexure -II.

Hardware, Software and Faculty Requirements for these Courses are as prescribed in the syllabus of the respective course.

Note: In addition to the given requirement, the following is also required
1. Power Backup & internet connectivity with at least 2 mbps line
2. Color Printer & Scanner
3. Multimedia Projector for Teaching
4. Faculty for teaching soft skills is desired

8. Implementing Strategy

The training shall be imparted as per the prescribed syllabus and format mentioned in Qualification files of the 11 courses available at https://nqr.gov.in.

Training Partner (TP) will maintain records of Student preliminary registration, shortlisted Student (for training by committee) records and attendance and provide to NIELIT Official for inspection. Promotion of project, Study material and Library will be provided to students by Training partner and no additional cost will be claimed by TP for these purposes (Training fee includes all these expenditure). Training will be conducted as per course details mentioned in qualification files of these course.

9. Role of TP

The TP registered by NIELIT Center after due process to implement the project in a respective district will have following roles:

- To promote the project/program at District Level.
- Will play active role in selection of beneficiary/candidate to be certified.
- To conduct training of candidates as per Qualification File of courses and support inconduction of examinations.
- To guide students and help them in training & certification related matters.
- To submit invoices in proper format along with all requisite documents to NIELIT Center.
- Any other activity not covered above as felt in future by NIELIT Center/ RPCU/ PCU/ NIELIT HQ.
- TP have to maintain requisite provisions to enable monitoring of the ongoing training. TP have to entertain video call by concerned authorities, surprise visit by flying squad, feedback from beneficiary and submission of CCTV footage of classroom and labs as needed.
- TP will be responsible for facilitating placement related activity. It will tie-up with industry to facilitate certified candidates to get suitable job.
- Any other activity not covered above as felt in future by NIELIT Center/RPCU/PCU/NIELIT HQ.

10. Guidelines for submission of EoI application

The following conditions should be noted while submitting the application:

    i.   The Sealed application should be duly super scribed with "Application against EoI Ref. No. NIELIT/BBSR/PROJ/EELTP/2324/EOI/CHG-02 for providing Training Facility for the project EELTP"

    ii.   Canvassing in any form, direct or indirect, on part of Applicant will render the application liable for exclusion from consideration.

    iii.   Incomplete or late submission of documents will not be considered. This office will not responsible for any postal delays.

Documents complete in all respects, should be submitted at following address on or before the last date & time:

> The Director In-Charge,
> NIELIT Bhubaneswar Centre,
> 3rd Floor, North Side, OCAC Tower,
> Acharya Vihar, Bhubaneswar - 751013

For any query or concern, send email to uktripathy@nielit.gov.in .

11.   Schedule for submission of documents

S. No.	Description of the activity	Date
1.	Date of Publishing the invitation on website	**29/02/2024**
2.	Last date for submission of Sealed Documents	**08/03/2024, 04:00 PM**

Application Form

1. Course(s) interested for under this Project (Tick the applicable)	NSQF Accreditation No
☐ Certificate course in IT-ITeS BPO, Soft Skills & Communicative English	
☐ Certification in Computer Application Accounting and Publishing Assistant	
☐ Certificate in Data Entry and Office Automation (Up-skilling)	
☐ O level (IT)	
☐ NIELIT Certified Web Developer	
☐ NIELIT Certified Multimedia Developer	
☐ NIELIT Internet of Things (IoT) Assistant	
☐ NIELIT Certified IoT Technical Associate	
☐ NIELIT Certified Artificial Intelligence Associate	
☐ Assembly & Maintenance of Personal Computer	
☐ NIELIT Certified Cloud Computing and Virtualization Expert	

2. Category of the institute (Tick the applicable)

○ Government Organization   ⬜ Accredited Institutes   ⬜ Others

3. District (Tick the applicable)	○ Surguja ○ Bilaspur ○ Raipur ○ Durg ○ Bastar
4. Name of Institute	
5. Complete Communication Address of Institute	
6. Name & Designation of the Authorizedperson	
7. Contact Number	(Landline) (Mobile)
8. Email-id	
10. PAN Number	

11. No. of students registered in any NIELIT NSQF course in the last 2 years at your institute		
Name of the NSQF Course	**No. of Students**	**No. of Students Placed**
1.		
2		
3.		
4.		

12. Distance in Km. from Municipal body (Nagar Palika/ Parishad etc)	
13. Date of Operations in Education field : (particularly in IT & Electronics courses) IT: (attach the documentary proof) Electronics :	____/_____/_____ ____/____/_____
14. Tie-up with Industry and Previous Placement records	Attach documentary proof

15. Availability of Hardware, Software and Faculty
(as per the NSQF Guidelines for the courses interest shown in)
(attach relevant support documents wherever possible)

(i).	Whether applicable Hardware available	○ **No**	○ **Yes**
(ii).	Whether applicable Software available	○ **No**	○ **Yes**
(iii).	Whether qualified Faculty available	○ **No**	○ **Yes**
(iv).	Whether eligible Supporting staff available	○ **No**	○ **Yes**

16. Training Facility Availability
(attach clear GPS-photographic evidence with Date, Time, latitude and longitude)

(i).	Availability of Safe Drinking water	○ **No**	○ **Yes**
(ii).	Availability of Separate Washroom for Male and Female	○ **No**	○ **Yes**
(iii).	Availability of Parking Facility	○ **No**	○ **Yes**
(iv).	Availability of reliable Internet	○ **No**	○ **Yes**
(v).	Availability of Printer & Scanner	○ **No**	○ **Yes**
(vi).	Availability of Waiting Area/Room	○ **No**	○ **Yes**
(vii)	Availability of Library and Reading Space	○ **No**	○ **Yes**
(viii)	Availability of CCTV	○ **No**	○ **Yes**
(ix)	Availability of Power backup	○ **No**	○ **Yes**

Date: Signature of the Authorized Person

Seal of the institute

Format of Agreement
(on Rs. 100/- stamp paper)

This agreement entered into on this…………day of ……………… between **NIELIT CENTRE Bhubaneswar** (a unit of **NIELIT,** which is an autonomous scientific society of Ministry of Electronics & Information Technology, Government of India), 3rd floor, North Side, OCAC Tower, Acharya Vihar, Bhubaneswar, Odisha - 751013 (hereinafter referred to as **First Party** which term and expression shall mean and include its successors and assignees) represented by its Head/Director on the **ONE PART**:

AND

The <.......Training Partner.........> (hereinafter referred to as **SECOND PARTY** which expression shall include its successors and assignees) and represented by authorized signatory Mr XXX, Head /Director on the **OTHER PART**:

WHEREAS First Party invited applications for providing training for "Employability Enhancement & Livelihood Training Program [EELTP] of SC/ST & EWS(Women) Youth through Capacity Building and Skill Development in IECT" with assistance of MeitY, Govt. of India and whereas the SECOND PARTY tendered to provide the same.

AND WHEREAS **FIRST PARTY** awarded the contract for the said training to SECOND PARTY, after due process of Shortlisting the training partner.

AND WHEREAS **SECOND PARTY** has a security deposit in favor of **FIRST PARTY**

for the due fulfillment of his obligation under this deed – Deposit amount of `XXXX/- being 5 percent of the training fee for batch of 30 candidates for the course <Course Name> (in the form of DD or Bank Guarantee No.   Dated …..)

WHEREAS **FIRST PARTY** and **SECOND PARTY** desire to mutually associate with each other to commence the **training program in** for **"Employability Enhancement & Livelihood Training Program [EELTP] of SC/ST & EWS(Women) Youth through Capacity Building and Skill Development in IECT"** through its training centres in the said district of said state.

Now it is hereby agreed by and between the two parties hereto as follows:

SCOPE:

SECOND PARTY will conduct training program in for "Employability Enhancement & Livelihood Training Program [EELTP] of SC/ST & EWS(Women) Youth through Capacity Building and Skill Development in IECT" through its centre in <District & State name> for the course <Course Name> **Training program:** for **"Employability Enhancement & Livelihood Training Program [EELTP] of SC/ST & EWS(Women) Youth through Capacity Building and Skill Development in IECT"** as per details strictly as per NIELITNSQF norms, Qualification file of the course and project guidelines.

SECOND PARTY through its respective district coordinators will ensure the availability of necessary infrastructure and qualified and trained faculty suitable for conducting the respective training programs at the respective training centre.

1.3 The maximum number of candidates to be trained in the district of <District &State name> for the course <Course Name> is 30 per batch.

1. **OBLIGATION OF SECOND PARTY:**

"Employability Enhancement & Livelihood Training Program [EELTP] of SC/ST & EWS(Women) Youth through Capacity Building and Skill Development in IECT" for the <District name> for the course <Course name>,

SECOND PARTY proposing to conduct the training program shall furnish an undertaking that it fulfils all the necessary requirements in terms of infrastructure, hardware, software, faculty and library if applicable, etc for conducting the training programs and shall allow the **FIRST PARTY** personnel or its representatives for inspections of the training centre if they so desire.

If the training is not carried out to the satisfaction of **FIRST PARTY**/end user and if the behavior or character or conduct of the personnel engaged by the **SECOND PARTY** are found to be unsatisfactory at any time during the period of operation of the contract, **FIRST PARTY** reserves the right to terminate the contract with one month's notice and if the contract is so terminated the **SECOND PARTY** shall not have any claim whatsoever for compensation for the remaining period of contract. The security deposit of the **SECOND PARTY** shall be forfeited in such cases.

SECOND PARTY or its district office shall monitor and coordinate the training programs conducted through its training centre and ensure that the training programs are conducted as per the criteria mentioned in Qualification File (QF) of the courses available at National Qualification Register https://nqr.gov.in/, NIELIT NSQF norms, and project implementation SoP/ norms.

SECOND PARTY shall ensure that the persons employed for training possess the minimum essential qualification(s) and maintain a trainee: PC/lab practical training instruments ratio of 2:1 or better to ensure quality of the program

SECOND PARTY Training charges for the Courses (includes GST and other applicable overhead charges) as per NSQF training fee rates per candidate which covers cost of publicity & study material also.

SECOND PARTY shall maintain a Student Registration Register, a Student Record Register and Student Attendance Register as given below.

(a) **_Student Registration Register:_** Student Registration Register shall contain details like Serial No.; Student Name & Address; Student ID Number; Date of Admission; Course Name, Course Code & Duration; Batch Code, Start Date & End Date, Sex, date of birth, caste, community details

(b) **_Student Record Register:_** Student Record Register shall contain details like Serial No.; Student Name; Student ID; Course Name; Period of Study; Assignment/Test paper/ Model Exam Nos. & marks/Grades awarded.

(c) **Attendance Register:** with signatures of the candidates for each of the day's attendance

SECOND PARTY will be responsible for the verification and maintaining record of all relevant documents of the beneficiary like educational qualification, caste certificate etc.

SECOND PARTY shall print and distribute the necessary Course material/handoutsfor the program as per the syllabus/course material mentioned in QF.

SECOND PARTY will ensure the quality of the training programme by implementinga Two-Tier Evaluation Project: (1) Continuous evaluation by means of Assignments & Class Tests and (2) Final Evaluation by NIELIT as per Examination for NIELIT NSQF aligned courses.

SECOND PARTY shall tie-up with the local industries for providing placementassistance for the candidates.

SECOND PARTY shall provide any other reports or information required by **FIRST PARTY** in connection with this training program.

SECOND PARTY shall nominate a **Coordinator/authorized contact person** for this project.

SECOND PARTY shall not sub-contract the whole or part of the contract or assign the contract or any part thereof to any other third Party

2. OBLIGATION OF FIRST PARTY:

FIRST PARTY shall coordinate the selection of the candidates based on the applications received and the candidates will be allocated to the nearest training centre of the **SECOND PARTY.**

Payment terms: Payment shall be made on completion of the courses and further certification of candidates based on the actual number of candidates certified on receipt of invoice along with relevant documents online through portal to **SECOND PARTY.**

3. TENURE /RENEWAL OF THE AGREEMENT

This agreement shall come into force when duly signed by the representatives of both the parties and shall be valid for a period of **One Year** from the date of such signing. On the expiry of One year, parties hereto shall be entitled to renew by mutual consent on such terms as may be then be agreed upon. If not renewed,

SECOND PARTY shall be entitled to stop conducting the training program for the candidates in this project. Before such action, both the parties shall ensure that the Courses already started are fully completed, examination conducted and certificates issued. This agreement shall not be terminated until successful completion of any pending Course.

4. BREACH OF TERMS OF THIS AGREEMENT

If either party commits breach of any of the terms of this agreement, the other party may bring the fact of breach to the notice of the former and the former shall immediately take steps to rectify the breach and in case he fails to do so and the breach continues for a period of 1 Month, the aggrieved party may treat this agreement as repudiated by the other party and forthwith serve a notice of termination and the aggrieved party will have the right to claim from the other party the damages in respect of losses already sustained by him for the unexpired period of the agreement on account of such termination of the agreement. The agreement will automatically be terminated within 1 month after the receipt of such notice, subject to the liability and arbitration clause. In the event of breach of any of the terms and conditions of the agreement signed by the **SECOND PARTY**, the security deposit will also be forfeited.

In case of any such termination of this agreement, in the middle of a Course, which has already been started, both the parties should take sufficient steps so as to complete the Course, already started. Termination of the agreement should be implemented in such a way that the future of the students/trainees is not affected by the termination. In case of such termination of the agreement, both the parties shall ensure that the Courses already started are fully completed, examination conducted and certificates issued.

5. TERMINATION OF CONTRACT

The contract is liable to be terminated by either side on one month's notice. Abrupt termination or breach of the contract by the **SECOND PARTY** for reasons attributable to the **SECOND PARTY** will entail forfeiture of the Security Deposit of the **SECOND PARTY**.

If the **SECOND PARTY** (a) abandons the contract or has failed to proceed with the work or does not adhere to the committed schedules or technological requirements due to negligence or the progress on any particular item or items is slow (b) has failed to execute the work in accordance with the terms and conditions of the contract, (c) is persistently or frequently neglecting to carry out their obligation under the contract, then **FIRST PARTY** shall be competent to terminate the contract unilaterally at its discretion at any time without notice and without paying any compensation or any other amounts and to proceed with the balance of the work through any other agencies and the **SECOND PARTY** is liable to compensate **FIRST PARTY** for losses incurred by it in such cases. In such termination of the contract, the Security Deposit made by the **SECOND PARTY** shall also be forfeited

6. JURISDICTION

This Agreement shall be governed by the Laws of Indian Union in force. Both the parties here in agree that all disputes between them shall be subject to the jurisdiction of courts in <District of Office of **SECOND PARTY** >

7. ARBITRATION OR MEDIATION

Any dispute arising between the parties if not resolved between them shall be referred after mutual consent of both the parties to an arbitrator or mediator. The selection of the arbitrator shall be decided by the above parties mutually.
In case of termination of this agreement, in the middle of a Course, which has already been started, both the parties should take sufficient steps so as to complete the Course, already started. Termination of the agreement should be implementedin such a way that the future of the students/trainees is not affected by the termination. In case of such termination of the agreement, both the parties shall ensure that the Courses already started are fully completed, examination conducted and certificates issued.

8. MODIFICATIONS

The modifications in the Agreement can be done with the mutual consent of both the parties but strictly in line with the project guidelines.

9. The application, submitted documents by **FIRST PARTY to SECOND PARTY** and the record of the negotiation meeting held between **FIRST PARTY** and **SECOND PARTY** also form part and parcel of this agreement.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to beexecuted in duplicate on the day and the year first above written

AGREED:

For (**FIRST PARTY**)   For (**SECOND PARTY**)

(Institute Head signature &stamp)   (Institute Head signature & stamp)

(Name in Block Letters)   (Name in Block Letters)

Name of **FIRST PARTY**	Name of **SECOND PARTY**
Address	Address
Contact Details	Contact Details
E-mail ID	E-mail ID
Web	Web

Witness 1:   Witness 2:

Signature……………………………….   Signature…………………………….

Name (in Block Capital Letters)……..   Name (in Block Capital Letters)….

Address…………………………………………   Address………………………………

Contact No. ………………………………….   Contact No. ………………………………