Expression of Interest
For
Imparting training on
Skill Development of Unemployed Youths of Odisha, Jharkhand, West Bengal, and Bihar for Enhancing Employability and Enabling Entrepreneurship Towards Sustainable Development of States

Sponsored by

Ministry of Electronics & Information Technology (MeitY) Govt. of India

Implementing Agency

National Institute of Electronics & Information Technology, NIELIT

Kolkata

Jadavpur University Campus, Kolkata - 700032
dir-kolkata@nielit.gov.in, (033)2414-6081
https://nielit.gov.in/kolkata

Invitation for EOI

NIELIT Kolkata Centre invites Expression of Interest (EoI) from Accredited Institutes of NIELIT to provide (i) training, (ii) mobilize candidates for the training, and (iii) necessary infrastructure to conduct different NSQF courses to be monitored by NIELIT Kolkata. This project is sponsored by Ministry of Electronics & Information Technology (MeitY), Govt. of India for SC/ ST and GEN-EWS Candidates in the five Districts of West Bengal.

Interested applicants are advised to study the EoI document carefully. Submission of EoI shall be deemed to have been done after careful study and examination of the EoI document with full understanding of its implications.

Interested applicants may download the format and other documents related to EoI from the website https://nielit.gov.in/kolkata/tender

The Expression of Interest must be delivered to the below address on or before 25.01.2026 by 18:00 Hrs.

The Director In-charge
NIELIT Kolkata
Jadavpur University Campus, Kolkata - 700032

The applicant would be required to study the objective of the proposed training program and its deliverables. The broad areas of scope of work includes, mobilization of trainees, registration, providing infrastructure, examination, and qualified faculty for imparting training.
Initially the training was proposed to be conducted in 5 districts of West Bengal for three (3) years and the EoI is invited for 5 districts of West Bengal. The list of 5 districts of West Bengal is as under-

SN	District	Geographical location in the state	No. of Candidates to be Skilled in 3 years
1	Birbhum	South-West	2502
2	Purulia	West	2502
3	Howrah	South	2502
4	Maldah	Central	2502
5	Uttar Dinajpur	North	2502
		Total	12510
	SC/ST Candidate (approx. 70%)		8757
	Other Than SC/ST candidates (approx. 30%)		3753

To ensure the timely achievement of the target of 12,510 candidates and to promote inclusive geographical coverage, the project has been expanded pan-state across West Bengal based on the following:
  ✓ Candidate enrollment trends
  ✓ Infrastructure availability
The beneficiary candidates under the scheme are youths of West Bengal belonging to any of the following category-
  ✓ SC (Scheduled Caste).
  ✓ ST (Scheduled Tribe).
  ✓ GEN-EWS (Economically Weaker Section) Candidates.

In case of difficulty in mobilizing GEN-EWS candidates, youths having the following ration cards can be considered:
- ✓ RKSY-I
- ✓ SPHH
- ✓ PHH

The candidates will have to produce a valid certificate for each of the above categories in order to be eligible for admission to the training courses under the scheme.

Depending upon the geographical area of coverage and the transport convenience of the trainees identified, more than one training institute may be identified and training target shall be split and awarded as per NIELIT decision.

The applicant institution will be paid remuneration for the conduct of training as per details at Annexure-III. The remuneration will include everything including the cost of Infrastructure, manpower, study material to candidates etc.

The institute will raise the tax invoice to NIELIT Kolkata after successful completion of the training of the candidates along with relevant documents like Student monthly attendance records, Batch approval Copy (by the three member committee constituted by NIELIT Kolkata), and list of all the candidates of the batch whose reimbursement claim is being applied for.

Reimbursement will be made to TP @ course fee per trained candidate as per details at Annexure-III from the "Training Expenditure Head".

Reimbursement of NSQF Examination fee will be reimbursed One time as per NIELIT Norms as per actual basis per candidate. For second attempt NSQF Examination certificate onward Candidate/TP will have to bear the examination Fee by themselves.

Private, Non-Accredited institute of NIELIT may also participate in this EoI, but before starting the Course/MoU/Work order NIELIT Accreditation for that particular NSQF course must be taken as per NIELIT NSQF accreditation granting norm.

After completion of training, invoice will be generated by TP along with attendance of students and other necessary documents in that batch after due attestation and forward it to Co-PI of NIELIT Kolkata. Co-PI will further verify these details, take approval of the Director In-charge and payment will be made to TP by the Center after due scrutiny of submitted documents.

Interested institutes should submit a letter of expression of interest along with their infrastructure details in the specified format as given in Annexure IV for providing training.

The information provided should be sufficient such that the infrastructure and other requirements are fulfilled as per the requirement of the selected NSQF course to carry out the training.

The selection/empanelment of Training Partner will be in accordance with the criteria set by NIELIT and based on the evaluation by the committee constituted for the purpose.

The short-listed/empanelled institution will be communicated and on agreeing the terms shall be invited to enter into an agreement with NIELIT Kolkata.

NIELIT Kolkata will have the right to reject any or all the EoI, received in response to this invitation without assigning any reason thereof, and its decision in this regard shall be final

and binding.

Previous experience of carrying out similar work involving Government/Non-Government programmes would be given due weightage.

Preference would be given to institutions which have well connected & easy access to public transport, flexible working hours, and adequate infrastructure including competent faculties in their payroll or associated with experience in similar activities. If more than one training institute is identified, the target may be based on candidate availability/preference to that location.

Security deposit of (Five percent) 5% of the work order value will be deposited by TP after receiving the work order. It will be refunded after completion of the work as mentioned in the work order.

Project Objective

The Objective of the project is to conduct free Skill Development programme of 12,510 youth (with about 8,757 SC/ST and 3753 General- EWS categories) over a period of 3 years to enhance employability and enable entrepreneurship towards sustainable development among youths of West Bengal by providing skill development in various NSQF aligned courses under IT and Electronics domain.
It is expected that about 70% SC/ST candidates will join the program and the remaining 30 % will be from the General-EWS category. Effort will be made to target a minimum 30% women. However, the targeted SC/ST candidates may increase or decrease and in such a situation, remaining candidates will be covered up from the other categories and vice-versa. Re-appropriation of targets under SC, ST and General-EWS category will be done at any stage of the project implementation. District wise and course wise may also be re-appropriated if required.

Outcome of the Project

Unemployed youths of West Bengal will be skilled in the following trades/courses for better employability and creation of entrepreneurs. The courses have been identified with current & upcoming demand. However, in case of demand for new courses or any changes in current courses, the targets may be re-appropriated within the funds allocated. In such cases, based on the needs of industry, new courses with similar duration will be taken from the bucket of NSQF aligned NIELIT courses.

For Each District

Table -I

Sl No	Name of the Course	Course Duration in Hours	Minimum Eligibility	NSQF Level	Year 1	Year 2	Year 3	Total Candidate
1	Product Assembly Assistant (Solar-LED)	330	10th Class Pass **OR** 8th Class Pass **OR** 8th Pass and pursuing continuous schooling in regular school with vocational subject and 2 years of Experience in Electronics/Electrical/Allied Sector **OR** 8th with 2 years of	3	80	80	80	240

			NTC after 8th					
2	O Level (IT)	540	12th **OR** 2nd yr Polytechnic Diploma **OR** 10th + 2 yr ITI **OR** 10th + 1 yr ITI with 1 yr exp. **OR** Gradation	4	30	30	30	90
3	Foundation of Artificial Intelligence Technology	90	Grade 10 pass and pursuing continuous schooling **OR** Grade 8 with 2 years of NTC in the field of IT Sector **OR** Grade 8th pass + 3 Year relevant experience in IT **OR** Previous NSQF Level 3 Required + 1.5-year relevant experience in IT *Should have a basic understanding of coding	3.5	190	190	190	570
4	Fundamentals of Internet of Things (IoT)	90	12th with Science subjects or equivalent **OR** 2nd year of 3-year diploma in CS/IT/EC/EE/allied branches after10th **OR** Previous relevant Qualification of NSQF Level 3 and 3-year relevant experience in Embedded Systems/ Electronics/allied sector **OR** Previous relevant Qualification of NSQF Level 3.5 and 1.5-year relevant experience in Embedded Systems/ Electronics/allied sector	4	120	120	120	360
5	Certified Computer Application Accounting and Publishing Assistant ** Course has been revised	360	10th **OR** 8th & pursuing continuous regular schooling **OR** 8th +2 Years ITI **OR** NSQF level 3 in relevant field	3	70	70	70	210
6	Certified Web Developer ** Course has been revised to "Full Stack Development Associate"	210	12th **OR** Final-year Polytechnic Diploma in CS/IT **OR** 10th + 2-Year ITI in IT/ITeS	4	80	80	80	240
7	Certified Data Entry and Office Assistant (Upskilling) ** Course has been revised	210	12th **OR** Polytechnic Diploma (passed/final yr) **OR** 10th + 2 Year ITI **OR** 10th + continuing regular Education **OR** 8th & 2 Years ITI or NSQF level 3 in relevant field	3	120	120	120	360

8	Fundamentals of Information Security	90	12th with Science subjects or equivalent **OR** 2nd year of 3-year diploma in CS/IT/EC/EE/allied branches after10th **OR** Previous relevant Qualification of NSQF Level 3.5 and 1.5 year of experience in IT or allied sector **OR** Previous relevant Qualification of NSQF Level 3 and 3 year of experience in IT or allied sector	4	144	144	144	432

Total candidates Per district (district may have multiple training centres)	834	834	834	2502
No of districts in West Bengal: 5, Total in West Bengal	4170	4170	4170	12510
Total SC/ST Candidate (approx. 70%)	**2919**	**2919**	**2919**	**8757**
General-EWS candidates (approx. 30%)	**1251**	**1251**	**1251**	**3753**

*: Link to National Qualification Register for Detailed curriculum of the Courses proposed and the link of bucket of NIELIT NSQF courses is given at *Annexure – I*. Infrastructure required to conduct the practical/hands-on session for the above-mentioned courses given at *Annexure-II*. There will be 30 students in one batch. District wise and course wise batch details are given in *Annexure III*.

*Note:

a. The Title and Level of the above courses are subject to revision upon NCVET/ NSQC recommendation

b. Courses from the above bucket may be added/deleted/replaced at any point of time keeping industry and employability requirement in view or as per the suggestion/recommendations of expert committee set up by MeitY, However notional hours will be maintained to maintain the overall budget outlay of the project

c. The eligibility criteria of these courses are subject to change and admission will be done on the basis of the latest updated eligibility criteria.

However, the courses mentioned in Table I may be replaced by any of the following courses (Table II), ensuring the notional hours same or higher as the main course in Table I.

Table -II

Sl No	Name of the Course	Course Duration in Hours	Minimum Eligibility	NSQF Level
1	Fundamentals of Data Annotation using Python	120	Grade 10 pass and pursuing continuous schooling **OR** Grade 8 with 2 years of NTC in the field of IT Sector **OR** Grade 8th pass + 3 Year relevant experience in IT **OR** Previous NSQF Level 3 Required + 1.5-year relevant experience in IT *Should have a basic understanding of coding	3.5
2	Fundamentals of Data Curation using Python	120	Grade 10 pass and pursuing continuous schooling **OR** Grade 8 with 2 years of NTC in the field	3.5

			of IT Sector **OR** Grade 8th pass + 3 Year relevant experience in IT **OR** Previous NSQF Level 3 Required + 1.5-year relevant experience in IT *Should have a basic understanding of coding	
3	Foundation of Data Science and Analytics	120	Grade 10 pass and pursuing continuous schooling **OR** Grade 8 with 2 years of NTC in the field of IT Sector **OR** Grade 8th pass and 3 Year relevant experience in IT **OR** Previous NSQF Level 3 Required and 1.5 year relevant experience in IT *Should have a basic understanding of coding	3.5
4	ITeS BPO Executive - Voice	330	10th or equivalent **OR** 10th Pass **OR** Grade 8 with 2 years of (NTC/ NAC) **OR** 8th grade pass and 3 year relevant experience **OR** Previous relevant Qualification of NSQF Level 2.5 and 1.5 year relevant experience **OR** Previous relevant qualification of NSQF Level 2 and 3 year relevant experience	3
5	Internet of Things (IoT) Assistant	300	Grade 10th Pass **OR** Grade 8th Pass with two year of (NTC/ NAC) after 8th **OR** Grade 8 pass and pursuing continuous schooling in regular school with vocational subject **OR** 8th grade pass and 2-year relevant experience	3
6	Assistant Computer Technician	330	10th or Equivalent **OR** 8th Class Pass with 2 years of NTC/ NAC **OR** 8th Grade pass and 3 years of relevant experience **OR** Previous relevant Qualification of NSQF Level 2 and 1.5 year relevant experience	3
7	Junior Data Analyst	540	Completed 1st year of UG **OR** Pursuing 1st year of UG and continuous education **OR** Pursuing 3rd year of 3-year diploma after 10th and continuous education **OR** Completed 3-year diploma after 10 **OR** Completed 2nd year of 2 year diploma after 12th **OR** Pursuing 2nd year of 2- year diploma after 12 and continuous education **OR** 10th Grade pass plus 3 years of vocational education & Training **OR** Previous relevant Qualification of NSQF Level 4 and with minimum education	4.5

			as 8 th Grade pass and 1.5 year relevant experience	
8	Cyber Security Associate	540	Completed 1st year of B.Tech/ BCA/ B.Sc. (CS/IT/Electronics/ allied area) OR Pursuing 1st year of B.Tech/ BCA/ B.Sc. and continuous education OR Pursuing 3rd year of 3-year diploma (CS/IT/EC/EE/ allied branches) after 10th and continuous education OR Completed 3-year diploma after 10th OR Completed 2nd year of 2 year diploma in after 12th OR Pursuing 2nd year of 2-year diploma after 12th and continuous education OR 10th Grade pass plus 2 years of vocational education(NTC) plus 1 year of NAC in ITITeS. OR Previous relevant Qualification of Level 3 and with minimum education as 8th Grade pass and 3 years of experience in IT-ITeS Sector.	4.5
9	Artificial Intelligence Application Developer	540	Completed 1 st year of UG **OR** Pursuing 1st year of UG and continuous education **OR** Pursuing 3rd year of 3-year diploma after 10th and continuous education **OR** Completed 3-year diploma after 10 OR Completed 2nd year of 2-year diploma after 12th **OR** Pursuing 2nd year of 2- year diploma after 12 and continuous education **OR** Previous relevant Qualification of NSQF Level 4 and with minimum education as 8 th Grade pass and 1.5 year relevant experience	4.5
10	Cyber Security and Social Media Analyst	540	2nd year of B. Tech in CS/IT/ Electronics/ Allied fields of IT and Electronics **OR** 2nd year of BCA/B.Sc in CS/IT/ Electronics/ Allied fields of IT and Electronics **OR** 3 Year Diploma in CS/IT/ Electronics/ Allied fields of IT and Electronics after class 10th and 1 year relevant experience **OR** Previous relevant Qualification of NSQF Level 4.5 and 1.5-year relevant experience **OR** Previous relevant qualification of NSQF Level 4 and 3-year relevant experience	5
11	Essentials of AI (Upskilling)	210	12th with Science subjects or equivalent **OR** 2nd year of 3-year diploma in CS/IT/EC/EE/allied	4

			branches after 10th **OR** Previous relevant Qualification of NSQF Level 3.5 and 1.5 Year relevant experience in IT or allied sector **OR** Previous relevant Qualification of NSQF Level 3 and 3-year relevant experience in IT or allied sector	
12	Essentials of Cloud Computing and Virtualisation (Upskilling)	210	Will be available soon	4
13	Foundation Course in Generative AI and Prompt Engineering	120	Will be available soon	3
14	Foundation Course in Agentic AI	120	Will be available soon	3

Mobilization and Selection of Candidates:

Admission cum scrutiny committee having composition of Co-PI, one member preferably from the concerned State Government and other member will be from the designated Training Provider. The admission cum scrutiny committee will select the candidates on merit basis on fulfilling the minimum eligibility criteria and age bar for admission as per the qualification file of the course. The document verification will be done by the Committee in person with the original documents. In absence of any one of the committee members, rest two members will complete the committee's quorum.

Applications from interested candidates may be invited online along with publicity in regional or local dailies/ web-site/ direct counseling at educational institutions or names/list or data of candidates may be provided by Dept. of Social Welfare / Dept. of SC/ST Development/ Dept. of Women and Child Development of the concerned State Government / Local employment exchange etc.

All these activities will be looked at by Co-investigator of the NIELIT Centre.

Allocation of batches:

Work order for allocation of batch size with a multiple of 30 candidates will be issued for each course at each location by the respective state Co-PI's with the approval of competent authority.
Multiple batches' allocation is allowed for the institute

Registration of the candidate:
After obtaining Batch approval copy from "Admission and Scrutiny committee" of respective states, the TP may start the registration of candidates.
Registration will be done by the candidate and TC/TP will assist candidates in Registration. Opening of registration in any course will be notified on the website /portal of NIELIT well in advance and also NIELIT centres will publicize the same. While admitting a candidate, a training partner will thoroughly check caste/EWS certificate, domicile certificate, educational qualification certificate, ID Proof and other necessary documents in person with the original documents of every student in a batch.

Note: *Admission in any course will be granted to registered students after due process of short listing / scrutiny by the three-member committee mentioned above.*

Training and Monitoring:

Training must be conducted as per the duration mentioned in the qualification file. The candidates should have sufficient attendance in the class before the assessment. Minimum attendance criteria should be 70% for appearing in the assessment examination. The monitoring of training will be done by PMU on a regular basis and PMU will coordinate with all CI/Co-CI's for smooth monitoring via quarterly review meeting, physical verification, random inspection as deemed fit by the Regional Project coordination unit (RCPU).

Biometric attendance will be maintained by each accredited institute/ private training partner.

Assessment & Certification:

Examination would be conducted as per norms at the infrastructure of selected TPs and hence exam related infrastructure (such as web-camera, power backup, internet facility) should be available to TPs.

After completion of training, assessment will be carried out by Exam Wing NIELIT HQ as per the defined guidelines/norms of NIELIT. The NSQF certificate will be issued to the successful candidates appearing in NSQF examination and as per the standard procedure of NIELIT.

However, on completion of training, all participants will be eligible to get a participation certificate which will be issued by NIELIT Kolkata.

Modular certificates will be provided for O level (IT) passed candidates. Cost if any will be borne by the candidate himself/herself.

Payment terms:

1. Training Fee Payment as per Rate at Annexure-III shall be made on completion of the courses and successfully issue of course Participation certificate by NIELIT Kolkata based on the actual number of candidates issued Course Participation certificate from Project MIS portal and after candidate appearance in NSQF examination along with receipt of invoice along with relevant documents *(attendance sheet, Candidate registration documents, Batch approval copy, Training schedule)* to **PARTY.**

    The release of payment to the training partners will be done in the following manner:

    i) 70 % of TP share (at Annexure-III) to be released after training completion, Course Participation certificate from Project MIS portal, and appearing the examination.

    ii) 30 % of TP share (at Annexure-III) to be released after passing of the NSQF examination. Placement record should be maintained.

2. SECOND PARTY will reimburse one time NSQF Examination Fee as per NIELIT Norms as per actual basis. For the second attempt onward Candidate/TP will have to bear the examination Fee by themselves.

Sl No	Name of the Course	Link to Qualification file on National Qualification Register
1	Product Assembly Assistant (Solar-LED)	https://nqr.gov.in/qualifications/11588
2	O Level (IT)	https://www.nqr.gov.in/qualifications/3063
3	Foundation of Artificial Intelligence Technology	https://nqr.gov.in/qualifications/13263
4	Foundation course in Internet of Things(IoT)	https://www.nqr.gov.in/qualifications/2700
5	Certified Computer Application Accounting and Publishing Assistant	https://www.nqr.gov.in/qualifications/3406
6	Full Stack Development Associate	https://nqr.gov.in/qualifications/14250
7	Certified Data Entry and Office Assistant (Upskilling)	https://www.nqr.gov.in/qualifications/3407
8	Foundation course in Information Security	https://www.nqr.gov.in/qualifications/2699
9	Fundamentals of Data Annotation using Python	https://nqr.gov.in/qualifications/13372
10	Fundamentals of Data Curation using Python	https://nqr.gov.in/qualifications/13408
11	Foundation of Data Science and Analytics	https://nqr.gov.in/qualifications/13269
12	ITeS BPO Executive - Voice	https://nqr.gov.in/qualifications/13337
13	Internet of Things (IoT) Assistant	https://nqr.gov.in/qualifications/4136
14	Assistant Computer Technician	https://www.nqr.gov.in/qualifications/12476
15	Junior Data Analyst	https://nqr.gov.in/qualifications/4239
16	Cyber Security Associate	https://nqr.gov.in/qualifications/4140
17	Artificial Intelligence Application Developer	https://nqr.gov.in/qualifications/4127
18	Cyber Security and Social Media Analyst	https://nqr.gov.in/qualifications/13750
19	Essentials of AI (Upskilling)	https://nqr.gov.in/qualifications/14194
20	Essentials of Cloud Computing and Virtualisation (Upskilling)	Will be available soon
21	Foundation Course in Generative AI and Prompt Engineering	Will be available soon

22	Foundation Course in Agentic AI	Will be available soon

✓ **Link to bucket of NSQF NIELIT courses: https://nielit.gov.in/content/nsqf**

Sl No	Name of the Course	Requirement/availability of the infrastructures and equipment for the practical of the course
1	Product Assembly Assistant (Solar-LED)	• LED Light strips, multimeter, tester, LCR meter, power analyser, repairing tools. • Sample of escalation matrix, organisation structure. • safety glasses, head protection, rubber gloves, safety footwear, warning signs and tapes, fire extinguisher, first aid kit, fire extinguishers and warning signs. • Personal Protection Equipment: safety glasses, head protection, rubber gloves, safety footwear, warning signs and tapes, fire extinguisher, first aid kit, fire extinguishers and warning signs. • Solar panel, screw driver, multimeter, tester, pliers, spanner, inverters. • power analyzer, repairing tools, Sample of escalation matrix, organization structure.
2	O Level (IT)	• MS-Office Software License • Text editor software (any One): Notepad++/Sublime text / Visual Studio Code etc. • Other Software: WAMP/LAMP/XAMP/MAMP etc • Adobe InDesign, Adobe Photoshop, Python 3 • IOT devices: Sensors, Actuators and Microcontrollers • Windows / Linux operating system
3	Foundation course in Machine Learning using Python	• Necessary software, including Python, Jupyter notebooks, and popular machine learning libraries like scikit-learn, TensorFlow, and PyTorch.
4	Foundation course in Internet of Things(IoT)	• IoT development kits, such as Arduino or Raspberry Pi, with sensors, actuators, and communication modules
5	Certified Computer Application Accounting and Publishing Assistant	• Microsoft-Office, Tally. ERP 9 • Adobe InDesign, Adobe Photoshop • Corel Draw, Adobe Flash • Windows 10 or Above • Antivirus latest
6	Certified Web Developer	• MS-Office Software License • Text editor software (any One): Notepad++/Sublime text/ Visual Studio Code etc. • Other Software: WAMP/LAMP/XAMP/MAMP etc • Windows / Linux operating system
7	Certified Data Entry and Office Assistant (Upskilling)	• Typing Master, Libre Office, • GUI based Operating System
8	Foundation course in Information Security	• A Foundation course in Information Security should have a lab infrastructure comprising dedicated computers, servers, and network equipment. Virtualization is essential for creating diverse operating system environments. • Security tools like antivirus, vulnerability assessment, penetration testing, and network monitoring software are crucial for hands-on experience. • Additionally, web applications, databases, Active Directory, role-based access control, and proper documentation should be included to cover a wide range of security topics.

Course fee details (in Rupees)

Sl. No.	Course	Duration (Hours)	No of candidates / District in 3 years	Revenue Sharing /cost per candidate (inclusive GST) of "Training Expenditure Head"
1	Product Assembly Assistant (Solar-LED)	330	240	7756
2	O Level (IT)	540	90	12692
3	Foundation course in Machine Learning using Python	90	570	2116
4	Foundation course in Internet of Things (IoT)	90	360	2116
5	Certified Computer Application Accounting and Publishing Assistant	360	210	8461
6	Certified Web Developer	210	240	4936
7	Certified Data Entry and Office Assistant (Upskilling)	210	360	4936
8	Foundation course in Information Security	90	432	2116
	TOTAL		**2502**	

★ **The training expenditure fee includes registration fee of the candidates and excludes NSQF assessment fee**

★ **District wise 2502 candidates (i.e., 84 batches each containing 30 students) will be trained in 3 years.**

Format for covering letter (To be submitted on the Letter head of the applicant institution)

Ref:

To

      The Director In-charge
      NIELIT Kolkata
      Jadavpur University Campus, Kolkata - 700032

Ref: EoI No.:

Subject: EoI for Empanelment of Training Institutes for conducting NSQF courses of NIELIT.

Dear Sir,

1.   Having examined the EoI document, we, the undersigned, herewith submit our response to your EoI Ref No:< mention ref no.> dated <Date> for Empanelment of Training Institutes for conducting training of NSQF aligned courses of NIELIT being implemented by NIELIT Kolkata in full conformity with the said EoI document.

2.   We have read the provisions of the EoI document and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our EoI shall not be given effect to.

3.   We would like to declare that we are not involved in any litigation with any Government in India or any other organization and we are not under a declaration of ineligibility for corrupt or fraudulent practices.

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

5.   We understood that NIELIT Kolkata is not bound to short-list / accept any proposal received in response to this EoI.

6.   We understood that Empanelment with NIELIT Kolkata does not guarantee that every/any of the applicants shall be invited under EoI, or be awarded a project /assignment.

Our correspondence details /authorized person to deal with regard to this EoI is:

	Information	Details
1.	Name of the Contact Person	
2.	Designation and contact address of the person to whom all references shall be made regarding this EoI	
3.	Telephone	
4.	Mobile number of the Contact Person.	
5.	Email	
6.	Corporate website URL	

We hereby declare that our proposal submitted in response to this EoI is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Sincerely, Signature:

[Authorised person] Name & Title with seal Encl:
Duly filled Application form.

NIELIT Kolkata
Jadavpur University Campus, Kolkata - 700032

APPLICATION PROFORMA FOR CONDUCTION OF NSQF ALIGNED COURSES OF NIELIT

Sl. No.	1. COURSES APPLIED FOR PROVIDING TRAINING	District-1 <e.g. Birbhum, West Bengal>	District-2 <e.g. Maldah, West Bengal>	District-3 <e.g. Howrah, West Bengal>	District-4 <e.g. Purulia, West Bengal>	District-5 <e.g. Uttar Dinajpur, West Bengal>
(i)	Product Assembly Assistant (Solar-LED)					
(ii)	O Level (IT)					
(iii)	Foundation course in Machine Learning using Python					
(iv)	Foundation course in Internet of Things (IoT)					
(v)	Certified Computer Application Accounting and Publishing Assistant					
(vi)	Certified Web Developer					
(vii)	Certified Data Entry and Office Assistant (Upskilling)					
(viii)	Foundation course in Information Security					

2. NAME OF THE INSTITUTE [where the training will be imparted]	
2. FULL ADDRESS WITH LANDLINE/MOBILE/ EMAIL **[Training location address]**	
3. Name & Designation of the Authorized person	
4. Contact Number	(Landline) (Mobile)
5. Email-id	
6. PAN and GST Number	
7. Distance in Km. from Municipal body (Nagar Palika/Parishad etc.)	
8. Date of Operations in Education field(particularly in IT & Electronics courses) **(attach the documentary proof)**	/ /

9. Tie-up with industry and Previous placement records	Attach the report with documentary proof.	

10. Availability of Hardware, Software and Faculty (attach the relevant documents)

(i)	Whether the Hardware is available as per the NSQF Guidelines	O No	O Yes	(if Yes, Supporting document *Attachment No)*
(ii)	Whether the Software is available as per the NSQF Guidelines	O No	O Yes	(if Yes, Supporting document *Attachment No)*
(iii)	Whether the Faculty is available as per the NSQF Guidelines	O NO	O Yes	(if Yes, Supporting document *Attachment No)*
(iv)	Whether the Supporting Faculty is available as per the NSQF	O No	O Yes	(if Yes, Supporting document *Attachment No)*

11. INFRASTRUCTURE DETAILS (Separate sheet may be enclosed)	

12. Training Facility Availability

(i)	Availability of Safe Drinking water	O No	O Yes
(ii)	Availability of Separate Washroom for Men/Woman	O No	O Yes
(iii)	Availability of Parking Facility	O NO	O Yes
(iv)	Availability of reliable Internet, webcamera, power backup	O No	O Yes
(v)	Availability of Printer & Scanner	O No	O Yes
(vi)	Availability of Waiting Area/Room	O No	O Yes

13. DETAILS OF SIMILAR PROGRAMS CONDUCTED & GOVT. SCHEMES IF ANY (attach the relevant documents)	O No	O Yes

Attach additional sheet, if the space is not sufficient and mark as Annexure --- (with Sr. No) Seal and sign this document.

Attach documentary proof wherever necessary.

Date: Signature of the authorized person

                                                          Name:

Seal of the institute: Designation:

Declaration

(i)   I, ……………………………………………son/daughter of…………………………have read and understood the RULES / GUIDELINES for Conduction of NIELIT NSQF aligned courses Training for SC/ST/GEN-EWS candidates in the five districts of West Bengal and agree to abide by the same.

(ii)   I certify that I am the competent authority, by virtue of the administrative and financial powers vested in me by _____ to furnish the above information and to undertake the above stated commitment on behalf of my /our institution.

(iii)   I am aware that in case any information given by me is false or misleading, the Institute would be debarred from the conduct of training programs and / or debarred besides being subjected to any other action that may be deemed fit by NIELIT Kolkata.

(iv)   I agree to abide by the decisions of the NIELIT Kolkata or its designated agencies in respect of my application for permission to conduct NIELIT NSQF aligned training for SC/ST/EWS candidates under the above scheme.

(v)   I agree to all terms & conditions mentioned in the EOI Ref no: ………………………………………………

Signature of the Witness: Signature of the Authorized Signatory:

Name: Name:

Designation: Designation:

Date: Date:

Address: Address:

Seal of the organization   Seal of the organization

List of Document to be submitted along with Application:

1. Legal entity documents
2. Owner/Director/Proprietorship/Trade Licenses documents
3. GST certificate (mentioning all business location) , if applicable
4. Past Experience (Skilling and Training Activity), if any
5. Placement records, if any
6. Address proof
7. Identity proof of Owner
8. Faculty details
9. Infrastructural detail
10. Photograph of centre.
11. Supporting document for Location of Venue.

LIST OF ENCLOSURE:

SL. NO	ANNEXURE NO	CONTENT

Work Order Format

For Polytechnc/Govt ITI/Accreditated Insitute / Private Training Partner

Ref. No.   Date:

To,

 <Name and Address of Training Partner>

Sub: Work Order for allocation of seats under the project Skill Development of Unemployed Youths of Odisha, Jharkhand, West Bengal, and Bihar for Enhancing Employability and Enabling Entrepreneurship Towards Sustainable Development of States in _____ District of _____ the State/UT

Sir/Madam,

With reference to the subject mentioned above, we are pleased to inform that <Name of Training Partner> <Address > is identified as Training Partner to impart Skill training for empowering SC/ST/General EWS candidates in --------------------- **District of State of West Bengal** under the project **Skill Development of Unemployed Youths [SDUY] of Odisha, Jharkhand, West Bengal, and Bihar for Enhancing Employability and Enabling Entrepreneurship Towards Sustainable Development of States** as per the terms and conditions of the Standard Operating Procedure (SoP) given in compliance sheet and the MoU Agreement signed with the NIELIT Kolkata.

On the basis of your NSQF accreditation for the said courses and recommendation of the screening committee.

The detail of the initial training target have been allocated under project as follows:

Sl. No.	Name of NSQF Coures (Code)	State of training provider	District of training provider	No. of Batches	Total Candidates	Course Duration (in Hrs)

As per SoP of the project, a candidate is allowed to take training in only of the courses under the scheme which has to be ensured by the training partner.

Training Charges: As per the MoU between NIELIT Kolkata and the respective Training Provider/ITI's/Polytechnics

The decision of Director In-charge, NIELIT Kolkata in all matters relating to this Work Order shall be final and binding.

This Work Order shall be read along with the MoU.

Kindly acknowledge receipt of this communication and confirm your acceptance.

Thanking you

<Co-PI Project Name>
<Designation of issuing authority>