

Himachal Pradesh Kaushal Vikas Nigam (HPKVN)
Block No. 24, 2nd Floor, STPI Building, SDA Complex,
Kasumpti, Shimla-171009.



Notice inviting Expression of Interest (EOI) for Empanelment of Organizations under state component of PMKVY 2.0 Program for training in various sectors.

EOI Ref no. HPKVN/1/2017

Date: 27th August, 2018

- 1) Himachal Pradesh Kaushal Vikas Nigam, Government of HP, Shimla (hereinafter called HPKVN) invites Expression of Interest for Empanelment of Organizations with relevant experience and good track record to undertake skill training programs based on National Skill Qualification Framework (NSQF) for PMKVY 2.0 Centrally Sponsored State Managed (CSSM) component.
- 2) In 2017, HPKVN had taken out an EOI to empanel TSP's to train youth of Himachal under 15 Sectors (attached as Annexure 2.0) in Category-1 & 4 in PMKVY. Now HPKVN intends to add new sectors in category 1 & 4 and also include Category 2& 3 (State specific) as per Annexure 1.0 for trainings in PMKVY 2.0.
- 3) Program quality and implementation will be monitored and evaluated by HPKVN, as per its Quality Standards and Procedures defined in State's Operations Manual for CSSM.
- 4) HPKVN reserves the right to shortlist any or all of the applicant (Organizations), or reject any or all applicants, without assigning any reason whatsoever. HPKVN reserves the right to postpone or cancel the procurement process at its sole discretion and without assigning any reason.
- 5) It is to clarify that 113 TSP's/Organization which are already empanelled via letter no **HPKVN/1(140-2017 -629-632** for Category 1 &4 with HPKVN need not to apply for any of the 15 Sectors previously allocated as per attached Annexure 2.0. However, if they wish to apply for new sectors (listed in Annexure 1.0) they can as a fresh bid for each sector.
- 6) Further allotment of Sectors to already empanelled TSP's for old EOI in 2017 shall be made through separate process of review of their performance based on the presentation / evaluation criteria to be determined by HPKVN. List of previous allocated sectors attached at Annexure 2.0
- 7) Training Service provider/ Organization can apply only for **maximum 5 sectors** by attaching separate Form IV for each sector of the Bid Response Format (This applies for TSP's applying for the first Time)
- 8) Interested Organizations may submit their EOIs to the undersigned on or before 10th September, 2018 by 1600 hrs. through post along with a Demand Draft of Rs. 10,000/- (Ten Thousand Only) in favor of **"Managing Director, Himachal Pradesh Kaushal Vikas Nigam"** payable at Shimla as non-refundable processing fee. Late submission will not be entertained and will be returned unopened.


Managing Director,
HP Kaushal Vikas Nigam,

Block No, 24, 2nd Floor, STPI Building, SDA Complex,
Kasumpti, Shimla-171009, H.P.

Invitation for Expression of Interest for the empanelment of organizations/ Training Service Providers for implementation of PMKVY 2.0

Background

Himachal Pradesh Kaushal Vikas Nigam (HPKVN)

The Himachal Kaushal Vikas Nigam (HPKVN) was established on 14th September 2015 as a skill development harmonizer under Department of Planning to design and implement the Skill Development Policy in the state of H.P. The HPKVN has been mandated to implement the External Aided Skill Development Project, which aims at strengthening the HPKVN capacity to deliver the quality training and modernize and reform HP's TVET institutional framework, scale up the State's annual TVET training capacity and make the trainees employable in the domestic industry as per their needs. The Department of Technical Education of Himachal Pradesh is the Executive Agency for Skill Development Mission. HPKVN is Nodal Agency for implementing the Skill Development Project. HPKVN has also been mandated to implement the ADB funded skill development project. HPKVN, Department of Higher Education, Department of Technical and Vocational Training and HP Public Works Department are the implementing agencies for this project. Rural Development Department, Urban Development Department, Department of Labour & Employment, and Department of Economic & Statistics are the line departments for this project. HPKVN is mandated to act as harmonizer for this programme and converge all activities of skill development being carried out by various implementing agencies and line departments of the State. HPKVN is also mandated to implement the state component of the Pradhan Mantri Kaushal Vikas Yojna (PMKVY) 2.

Pradhan Mantri Kaushal Vikas Yojana (PMKVY)

Pradhan Mantri Kaushal Vikas Yojana (2016 - 2020) hereafter referred to as PMKVY is the flagship outcome-based Skill Training Scheme of the Ministry of Skill Development and Entrepreneurship (MSDE), Govt. of India. The Union Cabinet has approved the Scheme for four years (2016 – 2020) to impart skilling to 10 million youth of the country.

The skill training under the PMKVY scheme will be imparted under the following categories–

Category- 1: Includes all the NSQF aligned job roles developed by Sector Skill Councils (SSC's).

Category-2: State specific non SSC listed Job roles which are NSQF aligned

Category-3: Job roles related to traditional arts and crafts targets (Traditional Apprenticeship)

Category -4: Job Roles with Significant demand in the state.

2. Goal/Objective of Eoi:

The Objective of the Eoi is to empanel Firms / TSPs with relevant experience and good track record to undertake skill training programs based on National Skill Qualification Framework (NSQF) to train youths of the state and make them employable and capable of earning their livelihoods in the identified category.

In 2017, HPKVN had taken out an EOI to empanel TSP's to train youth of Himachal under 15 Sectors (attached as Annexure 2.0) in Category-1 & 4 in PMKVY. Now HPKVN intends to expand these sectors and also include category 3 (State specific) as per Annexure 1.0 for trainings in PMKVY 2.0.

1. Scope of Work/Terms of Reference:

1. TSP/Firm selected /empanelled through this process may be allocated training targets under identified sector under Category 2 & 3 of PMKVY 2.0 detailed as under:

Sr.No.	New Sectors
1.	Aerospace & Aviation
2	Agriculture
3	Handicrafts & Carpets
4	Infrastructure Equipment
5	Logistics
6	Media & Entertainment
7	Telecom

2. TSP/Firm will work closely with HPKVN in developing Qualification Packs (QPs)/ National Occupational Standard (NOS) for Category 2 & 3 of PMKVY 2.0 only, and getting these approved by SSC/NSDC.

2. Instruction to Bidders

Interested applicant may furnish their EOI through post by giving all the necessary documents in English as specified in formats provided in the EOI under Bid Submission Formats.

- HPKVN reserves the right to withdraw this EOI, without assigning any reasons for the same, if HPKVN determines that such action is in the best interest of the Government of HP. HPKVN undertakes that all the information shared by the applicant will be held in strict confidence and will not be made public unless directed by law.
- The response submitted to this EOI and all correspondence shall be in English and shall confirm to the forms attached. Any interlineations, erasures or over writings shall be valid only if they are initialed by the authorized person signing the EOI.
- The EOI submitted should be concise and contain only relevant information as required under this document. The applicant submitting the EOI would be responsible for all its expenses, costs and risks incurred towards preparation and submission of the EOI. HPKVN shall, in no case, be responsible or liable for any such costs whatsoever, regardless of the outcome of the process.
- The EOI submitted by the applicant shall remain valid for a period of 180 days after the closing date for submission of EOI prescribed in this document. EOI validity expressed for a period less than 180 days shall be rejected.
- At any time prior to deadline for submission of EOIs HPKVN may modify the EOI document. The amended document shall be notified through website and such amendments shall be binding on the Bidders.
- Bidders are advised to study all instructions, forms, requirements and other information in the EOI documents carefully. Submission of proposal shall be deemed to have been done after careful study and examination of the EOI Document with full understanding of its implications.
- The firms/TSPs can form joint venture/Associations. All such Joint venture/Associations should be supported with valid documents
- The response to this EOI should be full and complete in all respects. Failure to furnish all information required by EOI documents or submission of EOI not substantially responsive to this document will be at bidder's risk and may result in rejection of its submission.
- The bidders are responsible for all costs incurred in connection with the participation in this process, including, but not limited to, cost incurred in conduct of informative and other diligence activities, participation in meetings/ discussion/ presentations, preparation of EOI documents, in providing any additional information required by HPKVN to facilitate evaluation process.
- The Training Service Providers/Firms shall be paid as per common cost norms notified by MSDE, Govt. of India from time to time based on actual performance.
- HPKVN in no case will be responsible or liable for those costs, regardless of conduct or outcome of the process.
- The bidder shall furnish processing fee of Rs. 10,000 in the shape of bank draft with the

EOI. EOI not supported with processing fee shall be rejected.

- This EOI does not commit HPKVN to award a contract or to engage in negotiation.
- The bidder shall have to score minimum 60 % Marks to be qualified for the empanelment.
- TSP's applying for category 3 (Handicraft) will have to prepare the Himachal Specific QP's/NOS and get it approved from relevant SSC at no additional cost.
- EOI documents submitted by Firms/Associations will be reviewed by an expert panel constituted for technical evaluation purpose by HPKVN.
- All material submitted by bidder will become the property of HPKVN and may be returned completely at its sole discretion.
- HPKVN may at its sole discretion and at any time during the evaluation of EOI, disqualify any applicant, if the applicant has made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements;
 - A record of poor performance such as abandoning works, not properly completing the contractual obligations, inordinately delaying completion, financial failures etc. in any of the projects in the preceding three years.
 - Submitted an EOI that is not accompanied by required documentation.
 - Use of modified formats for submission.
 - Failed to provide timely clarification related thereto, when sought.
 - Been declared ineligible/blacklisted by State/UT/Central Government or any Public Sector Undertaking under them.
 - Been in litigation with any Government agencies/institutions in India
 - Made an attempt to influence the Bid evaluation
 - Processing fee as Demand Draft for Rs. 10,000 not attached with the proposal.

3. Tentative Timeline

Sr. No.	Milestones	Date & Time
1.	Release of Eoi	27 th August , 2018
2.	Last date for Submission of Eoi Response	10 th September, 2018 at 16:00 Hrs.
3.	Opening of Eoi Response	10 th September, 2018 at 16:30 Hrs.

4. Pre- Qualification Criteria:

S.No.	Criterion	Supporting documents to be submitted
1	Certificate to Authorize Signatory	A certificate issued by Competent authority regarding authorization to sign the EOI.

2	Firm/TSP has been active & operational continuously anywhere in India for the last 3 preceding years of the date of submission of the EOI	A certificate issued by a practicing chartered accountant confirming that the Firm/TSP has been operating continuously anywhere in India during the last Financial Years (i.e. 2017-18, 2016-17, 2015-16).
3	<p>The Firm/TSP's average annual turnover from skill development and other training programs during the last three Financial Years should not be less than :</p> <ol style="list-style-type: none"> 1. INR 10 Lakhs for Organizations registered /Incorporated in Himachal Pradesh. 2. INR 20 lakhs for Organizations registered /Incorporated outside Himachal Pradesh. 	A certificate issued by a practicing Chartered Accountant confirming the amount of the average annual turnover of the Firm/TSP from skill development and other training programs conducted by the Firm/TSP during the last three Financial Years (i.e. 2017-18, 2016-17, 2015-16, 2014-15).
4	The Firm/TSP should not have been barred or blacklisted by any relevant entity like any Central/ State Government Body	Self-certification to be submitted with the signature from authorized signatory (As authorized by top management/ board of the TSP/Firm) stating that they have not been barred or blacklisted by any relevant entity like any Central, State Government Body or NSDC/SSC

Bid Response Formats

Form 1: Covering Letter (On Firm/TSP's Letter Head)

To,

Managing Director,
Himachal Pradesh Kaushal Vikas Nigam,
Block No. 24, 2nd Floor, STPI Building,
SDA Complex, Kasumpti, Shimla-171009.

Sub: Expression of Interest (EOI) for Empanelment of Firms/Training Service Providers (TSPs) under state component of PKMVY 2.0 Program for training in various sectors.

Dear Sir,

This is with reference to your advertisement inviting Empanelment of Firms/TSPs under state component of PKMVY 2.0 Program for training in various sectors.

We, the undersigned, attach hereto the responses as required by the Eoi, which constitutes our proposal.

The Primary & Secondary contacts of our Company are as under:

Sr. No.	Description	Primary Contact	Secondary Contact
1.	Name		
2.	Designation		
3.	Company Name		
4.	Address		
5.	Phone		
6.	Mobile		
7.	Fax		
8.	Email		

We are hereby submitting our Expression of Interest .We understand that you are not bound to accept any proposal you receive and mere short listing/ empanelment of a firm/TSP does not guarantee allotment of training targets under PMKVY 2.0.

We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading the short listing process or unduly favors our company in the short listing process, we are liable to be dismissed from the EOI selection process or termination of the contract during the project.

We agree to abide by the conditions set forth in this EOI.

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.

It is hereby confirmed that I/we are entitled to act on behalf of our company/Corporation/Firm/Society/organization and empowered to sign this document as well as such other documents which may be required in this connection.

Sincerely

Authorized Signatory

Name

Designation

Form II: Certificate as to Authorize Signatory

I..... Proprietor/Partner/ Company Secretary (Competent Authority)
of Certify that..... Who
signed the above EoI is authorized to do so and bind the Firm/TSP by authority of its
Board/governing body.

Date:

Signature:

Name:

Company Seal:

FormIII: General details of the Firm/TSP

Sr. No.	Description of Information sought	Response
1.	Name of Organization (Firm/TSP)	
2.	Nature of Legal Status in India	
3.	Legal status Reference Details	
4.	Name contact details and of key Functionaries and Designation	
5.	PAN card Details	
6.	Nature of Business in India	
7.	Date of Incorporation	
8.	Date of Registration	
9.	Address of Registered office	
10.	Other Relevant Information	
11.	No. of subject matter experts & Trainers on payroll (Provide details)	
12.	Supporting Documents: <ol style="list-style-type: none"> a. Certificate of Incorporation/Registration. b. Document(s) supporting Joint Venture/Association,(if any). c. Compliance Documents as per Pre-Qualification Criteria of the EOI Document d. Demand Draft of Rs. 10,000/- in favour of Managing Director, HPKVN payable at Shimla as Non Refundable processing fee. e. Affiliation Letter (NSDC, relevant SSCs etc.) desirable. 	

Form IV: Details of the training conducted under relevant sector by the applicant during the last five years to which the Firm/TSPs applying for

Name of the sector applying for: _____

(Please submit separate information for each sector in Form-IV) – Mandatory Form for each sector)

A. General Information		
Sr. No.	Description	Details
1.	Name of The Project	
2.	Client for which the project was executed	
3.	Name & Contact Details of the client	
4.	Current Status	

B. Project Detail/ References

Project References (Attach sector-wise details of each project starting from latest up to maximum of 10 projects. Use separate Form –IV for each sector.) **(Max- 5 Sectors)**

Sl.No.	Period	Client	Project description	Person trained	Employment provided (Wage and Self Employment)	Whether the training program was NSQF aligned or not	State in which project executed
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

C. Geographical Competence

1.	Experience of work in HP in relevant sector	
2.	Experience of work in other states of India in relevant sector	

D. Management Competence

1.	Quality Assurance Mechanism	
2.	Approach & Methodology	
3.	Placement /Livelihood support	
4	Proposed Handholding Support	
5.	Overall Quality of EoI (Adherence to prescribed formats & documentation)	

Annexure 1.0:

Sr. No.	New Sectors
1.	Aerospace & Aviation
2	Agriculture
3	Handicrafts & Carpets

4	Infrastructure Equipment
5	Logistics
6	Media & Entertainment
7	Telecom

Annexure 2.0

Sr.No.	Previously Allocated Sectors
1.	Banking & Financial
2	Healthcare
3	Tourism & Hospitality
4	IT-ITES
5	Apparel & Made Ups
6	Auto
7	Beauty & Wellness
8	Electronics & Hardware
9	Food Processing
10	Life Science
11	Plumbing
12	Retail
13	Construction
14	Green Job
15	Security