Expression of Interest(EOI) InvitingTrainingPartners

for

Implementation of Project

'SkillDevelopmentofyouthsinAspirationalDistrictsin area of IECT leading to enhancement in Employability'

Sponsored by
MeitY,Govt.ofIndia

Implementedby
NationalInstituteofElectronicsandInformationTechnology (NIELIT)

Ministry of Electronics and Information Technology,

Government of India

November 2023

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1. Scope oftheProject

To conduct Skill development training program in the area of Information Electronics and Communications Technology (IECT) for 720 number of youths (SC / ST / EWS (Women)) of Aspirational districts of J&K over a period of 3-years through an array of NSQF aligned courses.

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 identified Aspirational Districts with the mainstream development agenda and to facilitate them to contribute to the growing economy, NIELIT has conceptualized several skill development oriented course which are being conducted through its own 43 Centers/ Extension Centers and900+accreditedinstitutes / training partners.Theobjectiveis 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 needsof current and future industry needs in the country for the Government and privatesector.

3. Duration and Target of the Project

A total of 667 youths from 02 Aspirational districts of Jammu & Kashmir are targeted to train on 04 skill development courses in the area of IECT over a period of 3 years. The yearwise/Categorywisebreakupoftargetfor each districtistabulatedbelow:

Category / Year	ST candidates	EWS(women) candidates	TOTAL candidates
2023-2024	600	67	667

4. Beneficiary Districts

Slno.	Nameofthedistrict
1	Baramulla
2	Kupwara

5. List of SkillDevelopmentCourses(NSQFalignedcourses of NIELIT in the area of IECT)

Sr. NO.	QualificationName	JobRole	Eligibility	NSQF Level	Duration (in Hrs)
1	Certified Data Entry & Office Assistant(Upskilling)	DataEntryOperator, Computer Operator	10+2 in any stream withmin50%marks or ITICertificate(One Year)afterclass 10th with min.50% marksinITI	3	210
2	Certified Computer Application Accounting & Publishing Assistant	OfficeAssistant	ITI/ 12thPass	3	330
3	Installation & Repair Assistant(Consumer Electronics)	SupportTechnician	10+2 with knowledge of Basiccomputer and Internet Concepts	3	330
4	Product Assembly Assistant(Solar LED)	Designer (lowcostLEDproductsf or commonuselikeLanter ns, table lamps, etc.) Technician/ServiceEngine er (Installation, Assemble & Maintenance of Solar Panel)	10th/ITI	3	330

*Note: No. of Theory hours and Practical hours are 40% and 60% of total hours respectivelyforthosecourseswherethesameisnotmentionedinNSQFfiles.

6. CoursewiseTarget(No.ofCandidatesto becertified)

Sr. No.	QualificationName [A]	Target No of candidates to be certified
1	Certified Data Entry & Office Assistant(Upskilling)	120
2	Certified Computer Application Accounting & Publishing Assistant	240
3	Installation & Repair Assistant(Consumer Electronics)	120
4	Product Assembly Assistant(Solar LED)	187
Total		**667**

7. Hardware,SoftwareandFacultyRequirementsforSkill Development Courses:

Certified Data Entry & Office Assistant(Upskilling)		
H/WRequirements	S/W Requirements	FacultyRequirements
* 8 PCs with latest configuration&4GBRAM * Graphicscard, * Speaker * Microphone.	MSOffice,Typing Master	**Faculty(Qualification)** * B.Tech/BCA/BSc(IT/CS)/ NIELIT A/B Level **SupportingFaculty (Qualification)** * BSc(IT/CS)/A Level

Installation & Repair Assistant(Consumer Electronics)		
H/WRequirements	S/W Requirements	FacultyRequirements
* ElectricalandElectronic toolkit, * LCD/LEDTV * CableTVinstallationand testing equipment's, * FM radio, * CordlessPhone, * VCD/DVD * Toolkits -4Set, * Devices2each, * Consumable&otheritems as per requirements	NIL	**Faculty(Qualification)** * BE/3yr.Diploma (Electrical/Electronics / ECE/Instrumentation)or MScElectronics **SupportingFaculty (Qualification)** * ITI/3yr.Diplomain relevantdiscipline.

Certified Computer Application Accounting & Publishing Assistant		
H/WRequirements	S/W Requirements	FacultyRequirements
* 8PC'swith8GB RAM * Graphicscard * Speaker * Microphone	Latest version of MS Office,TallyERP,Adobe Photoshop, PageMaker Coral Draw	**Faculty1(Qualification)** MCA/GraduatewithA level / PGDCA (knowledge of DTP) **SupportingFaculty (Qualification)** * B.ComwithOlevel and knowledge of Tally

Product Assembly Assistant(Solar LED)		
H/WRequirements	**S/W Requirements**	**FacultyRequirements**
* Resistanceofdifferentvalue&Wattage ratings Capacitor of different types * Transistors–BC546,BC547,SL100, 2N3055 * RectifierDiode * Step down Transformers of different ratingsZenerDiodeofdifferentvalues * LED of different colors and wattages for lightingpurposesElectronics&Electrical Tool Kit (5 nos) * 3 Pin Voltage Regulators (7805,7905,7812,7912)-3noseach Connectingwires * LogicGATEICs * PWMIC's(TL494, LD7575PS,DAP008) * OPAM/Comparator(LM324,LM339) * DigitalMultimeter(5nos) * CRO(2nos) * FunctionGenerator(2 nos) * DCRegulatedPowerSupply(0-15V,10A) (2 nos) Linear & Digital IC Tester (2 nos) * Clampmeter(AC/DC) (2nos) * SolderingIron(5 nos) * SolderWire(80/20)Soldering Flux(liquid/paste) * MicrowattSolderingIron(3nos), * DesolderingStation(2nos), * DesolderingPump (2 nos) * PowerInvertersets(2 nos) * Stabilizer/CVT(2nos) * BatteryCharger(2nos) * Solarpanelsofdifferentwattages&types (min. 5 nos) Bread board(10 nos minimum) * Luxmeter(2nos) * Hotair gun(2nos) * FluxRemover(2 nos) * Consumable&otheritemsasper requirements	NA	Faculty1(Qualification) • BE/B.TEch (Electrical, Electronics & ECE) or MSc(Electronics) with 6 month relevantexperience. SupportingFaculty (Qualification) • 3 yr. Diploma (Electrical , ElectronicsorECE) or B. Sc (Electronics)

Note:Inadditiontothegivenrequirement,thefollowing is alsorequired
1. PowerBackup&internetconnectivitywithatleast2mbpsline
2. ColorPrinter&Scanner
3. MultimediaProjectorforTeaching
4. Afacultyforteachingpersonalitydevelopmentandcommunicationskillmayalsobe required asthesameisalsodesiredinNSQFcourses.

8. SelectionofTrainingPartner (TP):

The TP's who are already registered with NIELIT for any of the four NSQF courses mentioned under the project need not to take affiliation for that course. However, if an institute which is not registered for NSQF aligned course with NIELIT want to start the project may take affiliation from NIELIT for the course as per procedure already defined inHandbook for NIELIT's NSQF Aligned Courses which is available at http://www.nielit.gov.in/content/nsqf for affiliation of these 04 NSQF courses.

Short listing of TP: A three-member committee Chaired by Center Head or his representative, consisting of Nodal Officer and Investigator/Co-investigator/PCU member from NIELIT HQ will short list the TP based on the criteria below:

Sr. No.	Criteria	Max.Marks
1	No.ofstudentsadmittedinanyNIELITNSQFcourseinlast2 years	40
2	DistancefromMunicipalbody(NagarPalika/Parishadetc.)	20
3	DateofOperationsEducationfield(particularlyinIT& Electronicscourses)	10
4	Tie-upwithindustryandpreviousplacementrecords	20
5	TrainingFacilityavailability	10
	Total	100

***Minimumqualifying markis50.**
InterestedtrainingpartnersmaysubmittheapplicationformplacedatAppendix-1. AcopyoftheagreementtobesignedwiththeselectedTPisplacedatAppendix-2.

9. Selectionof Candidates:

A three-member committee comprising of Nodal officer from NIELIT center, head/authorized signatory of training partner and one members from Dept. of Social Welfare / Dept. of SC/ST development/ Dept. of Women and Child Development ofthe concerned State Government / Local employment exchange may select the candidates fulfilling minimum eligibility criteria for admission as per qualification file of the course and on merit basis. Candidates with higher qualifications may be preferred.

A student can take benefit under this project only once, i.e. one student can enroll for onecourseonlyduring theentireprojectandonlyonce.Thiswillbetheresponsibility of TP to ensure that no student is enrolled multiple times in one course or in multiple courses underthe project. Further, there will be provision also in the portal to check duplicity of student records.

10. ImplementingStrategy

i) AdmissionProcess

Preliminary Registration for admission in any course will be done online by candidates and TP will assist candidates in Registration. Admission in any course will be granted to registered students after due process of short listing / scrutiny by the three-member committee mentioned in Selection Criteria. Opening of registration in any course will be notified on portal/website of the project well in advance and also TP and NIELIT RC will publicize the same.

ShortListingofCandidates: Applicationswillbeinvitedthroughonlineportalwitha transparent process of publicity in regional or local dailies/ web-site/ direct counseling at educational institutions or names/list or data of candidates may be provided/uploadedby 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 overlooked by Nodal Officer of NIELIT Center by approval of Center Head.

While admitting a candidate by Training Partner (TP), TP will thoroughly check and upload caste certificate, education qualification certificate, ID Proof and other documents on online portal of every student in a batch. In case in later stage after admission of a candidate, document of beneficiary uploaded on portal is found fake, then TP will not get any reimbursement for training and certification of such beneficiary.

ii) Training:

Training will be delivered in Aspirational districts through NIELIT centre, NIELIT Accredited institutes, NSQF or ESDM training partners and State Govt. departments like Employment Exchanges which is affiliated to implement the project by NIELIT Center as per the prescribed syllabus and format mentioned in Qualification files of the 4 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 provideto NIELIT Official for inspection.Promotionof project,Study material andLibrary 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 four courses.

In view of the present COVID-19 scenario, the TP may be asked to implement thetraininginLab &OnlineTrainingPartner(L&OTP)Modelalsoasdefinedbelow.

> In this model NIELIT collaborates with Training Partner (TP) whichprovides Lab facility and also the classroom facility where provision of TV/Desktops/Laptops etc. will be made, through which students will attend online theory training conducted by NIELIT andPractical will be conducted by Training Partner at lab facility available in their premises.

EligibilityCriteriaof L&OTP:

o Institute having requisite lab facility as per qualification file for respective Course which the institute is interested to collaborate with NIELIT.

o Musthavequalifiedlabfacultyforconductinglabsessions.

o Must haveIPbased Camera facility in labs through which NIELITwill beable to monitor the practical classes conducted by the training partner.

o Labshouldbe sufficientspacioussothatsocialdistancingnormsmaybeensured.

o TrainingPartnermusthaveclassroomwithpropertechnicalfacilitythroughwhich the students can attend online classes conducted by NIELIT Remotely.

o Classroom must have IP based Camera facility through which NIELIT will be able to monitor the attendance conducted by the training partner.

o Classroomshouldbesufficientspacioussothatsocialdistancingnormsmaybe ensured.

MonitoringMechanism

a) TPmaybeaskedtosubmittheCCTVfootageofclassroomonrandombasis.

<div align="center">Or</div>

b) Flyingsquadsurprisevisit.

<div align="center">Or</div>

c) SuddenvideocallbyNodal Officer,RPCUoranyNIELITOfficial.

iii) PlacementAssistance:

NIELIT Centre through RPCU& TP of concerned TP/District may conduct Job fair at NIELIT Center/tie-up with industry/online remote interview if possible, to facilitate certified candidates to get suitable job. RPCU & TP will be responsible for facilitating placement related activity.

iv) ImpactAssessmentorProjectImplementationReview:

An impact assessment of the project would be carried out through third party like DTU, IIM etc. so that the learning's /mid-course corrections, if any, could be carried out during the balance period of implementation of the project.

If required, NIELIT may also take feedback from beneficiary or other stake holders at regular intervals to review the implementation of project and make necessary changes through due procedure.

11.   Coordination&Roles&Responsibilities:

i) NIELITHQs:
Director General, NIELIT would be responsible for overall management of theProjectand willbesupportedbythe coordination team atNIELIT HQs.

ii) NIELIT Centers:
o   OneNodalOfficerateachNIELITCentrehasbeennominatedforthisproject.
o   Directorofeachcenterisresponsibleforthemanagementofthe project in the states of their region.
o   Responsible for conduction of Online Theory classes as per NSQF files and candidates will attend the theory classes at L&OTP premises.

iii)   CentrelevelNodalOfficer
Each of the NIELIT centers will have a Nodal Officer to oversee the implementation of the project at the center level. The responsibilities are:
o   AffiliationofTrainingPartners.
o   Allocationoftargetstoaffiliatedtrainingpartners.
o   Collaboration with Social Welfare of respective State / Employment Exchanges and other organizations for getting list of eligible list of candidates.
o   Placementandcounselingsupportto thesuccessfulcandidates.
o   Will be responsible for all financial matters of the project, will explain and clarify various financial aspects of the project to finance wing of concerned NIELIT Center.
o   Responsible for timely preparation of Utilization Certificates and submission to NIELIT HQ as when required.
o   Responsible for smooth conduction of Online Theory classes as per NSQF files and candidates will attend the theory classes at L&OTP premises.

iv)   RoleofTP

TheTPregistered byNIELIT Centerafterdueprocessto implementthe projectin a respective   district will have following roles:

o   TopromotetheprojectprogramatDistrictLevel.
o   Willplayactiveroleinselectionofbeneficiary/candidatetobecertified.
o   To conduct training of candidates as per Qualification File of courses and support in conduction of examinations.
o   Toguidestudents andhelpthemintraining&certificationrelatedmatters.
o   To submit invoices in proper format along with all requisite documents to NIELIT Center.
o   Any other activity not covered above as felt in future by NIELIT Center/RPCU/PCU/NIELIT HQ.

v) Role of L&OTP

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

o L&OTP will nominate a coordinator who will be contact person and in-charge for all activities that are to be performed by L&OTP under the project.

o L&OTP will provide fill assistance to Nodal Officer of NIELIT.

o To promote the project/program at District Level.

o To play active role in selection of beneficiary/candidate to be certified.

o L&OTP will do the preliminary registration of interested students through online forms under supervision of Nodal Officer from NIELIT Center.

o L&OTP will conduct the practical for the courses in line with qualification file of the corresponding course.

o L&OTP must have faculty & lab Instructor who can conduct practical classes as per the course requirement.

o L&OTP will maintain requisite monitoring provisions in its labs like IP based Camera etc. through which NIELIT center / Nodal Officer can monitor the ongoing practical classes live and also students can ask queries if any from the NIELIT Faculty.

o L&OTP will maintain recording of all practical classes datewise which can be asked by NIELIT/ MeitY any time for verification.

o L&OTP must have classroom with proper technical facility through which the students can attend online classes conducted by NIELIT Centers Remotely.

o IP based Camera facility through which respective NIELIT Centers will be able to monitoring attendance conducted by the training partner.

o Classroom should be sufficient spacious so that social distancing norms maybe ensured.

o To guide students and help them in training & certification related matters.

o To submit invoices in proper format along with all requisite documents to NIELIT Center.

o Any other activity not covered above as felt in future by NIELIT Center/RPCU/PCU/NIELIT HQ.

Activities and Revenue Sharing

Sno.	Activity	NSQFTP	L&OTP
1.	Accreditation Process	By NIELIT Center	By NIELIT Center
2.	Candidate Enrolment	By TP	By L&OTP
3.	Theory Lecture Delivery	By TP	By NIELIT Center But L&OTP will provide Classroom facility

4.	Lab session Delivery	By TP	By L&OTP
5.	Assessment of students	By NIELIT HQ	By NIELIT HQ
6.	Payment model	Reimbursement will be made to TP@75% payment for total Course fee as per NSQF rates. RC will keep 25% for conducting FDP for Faculty & Lab Instructors of TP and meeting various expenditures towards implementation of the project.	Reimbursement will be made to L&OTP @75% of per hour rate the duration of <u>practical component</u> of the course. RC will keep the remaining 25% for duration of practical component. Since theory component of training will be conducted by RC and L&OTP will provide classroom and other facility, 75% remuneration for theory component will be kept by RC and remaining 25% share will be given to L&OTP.

12.   Examination&CertificationSystem:

Examination would be conducted by NIELIT HQ in line with the syllabus prescribed in Qualification file of the course.

Examination:
Examination would be conducted through online mode by Examination Section NIELIT HQ, at the end of the course for assessing the overall knowledge of the participants along with NSQF Course Exams.

Certificate:
All the successful participants would be issued Digital Certificate as in case of NIELIT NSQF courses.

13. PostCertificationActivities

RaisinginvoicebyTrainingPartner(TP):

After completion of training and certification of a batch, invoice will be generated from online portal by the TP. TP will verify the invoice online, upload attendance of students and other necessary documents in that batch after due attestation and forward it to Nodal Officer of the NIELIT Center in the corresponding state. Nodal Officer will further verify these details, take approval of Director and payment will be done to TP by Center.

14.   GrievanceHandling

All grievances of training partner and students will be addressed by concerned

NIELITCenter.HeadofNIELITCenterwillbesolelyresponsibleforsmoothconduction of training in districts under the jurisdiction of concerned NIELIT Center.

Mattersrelatedtochangesinpolicy/implementationstrategyoftheprojectwillbe dealt by NIELIT HQ.

15.   **Guidelines for submission:**

The following conditions should be noted while submitting the Documents:

    i. The Sealed application duly super scribed: "Application against EOI no. **Adv.6 /2021/NIELIT(S) Dated: 03-11-2023** for providing Training Facility-Skill Development of youths in Aspirational Districts in area of IECT leading to enhancement in Employability'

    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 submittedatfollowingaddressonorbefore last date & time: Director, NIELIT Srinagar/Jammu, SIDCO Electronics Complex, Old Airport Road, Rangreth Srinagar-191132.

16.   **Schedule for submission of documents**

S.No.	Name of the activity	Date
1.	Advertisement & website display	03/11/2023
2.	Last date for submission of Sealed Documents	09/11/2021 04:00PM

ApplicationForm

1.Course AppliedFor	NSQFAffiliation Number oftheinstitute
(i) Certified Data Entry & Office Assistant(Upskilling)	
(ii) Certified Computer Application Accounting & Publishing Assistant	
(iii) Installation & Repair Assistant(Consumer Electronics)	
(iv) Product Assembly Assistant(Solar LED)	

2. Categoryofthe institute
 ○ AccreditedfromNIELIT   ○DistrictEmploymentExchange○ESDMtrainingPartner

3.District	○ BARAMULLA ○ KUPWARA
4.Nameof Institute	
5.Addressof Institute	
6.Nameof Authorized person	

7.ContactNumber	(Landline)	(Mobile)

8.Email-id	
9. State	JAMMU&KASHMIR
10.PANNumber	

11.No.ofstudentsregisteredinanyNIELITNSQFcourseinthelast 2 years at your institute		
NameoftheNSQF Course	**No.ofStudents registered**	**No.ofStudents Passed**
CCC		
'O'-level		
'A'-Level		
AnyotherNSQFCourse (attach separate Sheet if required)		
12.DistanceinKm.fromMunicipalbody(NagarPalika/Parishad etc.)		
13.DateofOperationsinEducation field (particularlyinIT&Electronicscourses)(attachthe documentary proof)		__/___/_____
14.Tie-upwithindustryandPreviousplacementrecords		Attachthereportwith documentary proof.

15. Availability of Hardware, Software and Faculty (attach the relevant documents)				
(i).	Whether the Hardware is available as per the NSQF Guidelines.	○ **No**	○ **Yes**
(ii).	Whether the Software is available as per the NSQF Guidelines	○ **No**	○ **Yes**
(iii).	Whether the Faculty is available as per the NSQF Guidelines	○ **No**	○ **Yes**
(iv).	Whether the Supporting Faculty is available as per the NSQF	○ **No**	○ **Yes**
16. Training Facility Availability (attach the clear photographic evidence)				
(i).	Availability of Safe Drinking water	○ **No**	○ **Yes**
(ii).	Availability of Separate Washroom for Men/Woman	○ **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**

Date: Signature of the authorized person

Seal of the institute:

                                                                          Name:

                                                                          Designation

Appendix-2

Format for Agreement

(onRs.100/-stamp paper)

This agreement entered into on this…………day of ……………… between **NIELIT CENTRE name** (a unit of **NIELIT Society,** which is an autonomous scientific society of Ministry of Electronics & Information Technology, Government of India),
<........ADDRESSOFNIELITCENTRE>(hereinafterreferredtoas**FirstParty**whichtermand 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 <Project title>with assistance of MeitY, Govt. of India and whereas the SECOND PARTY tendered to provide thesame.

ANDWHEREAS**FIRSTPARTY**awardedthecontractfor thesaidtrainingtoSECONDPARTY, after due process of Shortlisting the training partner.

ANDWHEREAS**SECONDPARTY**hasasecuritydepositinfavorof**FIRSTPARTY** fortheduefulfillmentofhisobligationunderthisdeed–Depositamountof `XXXX/- being 5 percent of the training fee for batch of 30 candidates for the course <Course Name>(in the form of DD or BankGuarantee No. dated)

WHEREAS **FIRST PARTY** and **SECOND PARTY** desire to mutually associate with each other to commence the **training program in <Project title>**through its training centres in the said district of said state.

Nowitisherebyagreedbyandbetweenthe twopartiesheretoasfollows:

1.   SCOPE:SECONDPARTYwillconducttrainingprogramin<Projecttitle>throughitscentre in <District & State name>for the course <Course Name>.

> **Training program: <Project title>**as per details strictly as per NIELIT NSQF 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.

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

2.   OBLIGATIONOFSECOND PARTY:

<Projecttitle>forthe<Districtname> forthecourse<Coursename>,

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 center 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 foundtobeunsatisfactoryatanytimeduring theperiodofoperationofthecontract,**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 availableat 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 to ensure quality of the program

SECOND PARTYs Training charges for the Courses (includes GST and other applicable overhead charges)as per NSQF training fee rates per candidate which coverscost 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 RegistrationRegistershall contain details like Serial No.; Student Name & Address; Student ID Number; Date of Admission; Course Name, Course Code & Duration;Batch

Code,StartDate&EndDate,Sex,dateofbirth,caste, communitydetails

(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

SECONDPARTYwillberesponsiblefortheverificationandmaintainingrecordofall relevant documents of the beneficiary like educational qualification, caste certificate etc.

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

SECONDPARTYwill ensure thequality ofthe trainingprogrammebyimplementing aTwo-Tier EvaluationProject: (1) Continuous evaluationby means of Assignments &Class Tests and (2) Final Evaluation by NIELIT as per Examination for NIELIT NSQF aligned courses.

SECONDPARTYshalltie-upwiththelocalindustriesforprovidingplacementassistance 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 **Co-ordinator/authorized contact person** for this project.

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

3. OBLIGATIONOFFIRSTPARTY:

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 receiptof invoice along withrelevantdocuments online throughportal to**SECOND PARTY.**

4. **Tenure/Renewalofthe 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.

5. **BreachofTermsofthisAgreement**

Ifeitherpartycommitsbreachofanyofthetermsofthisagreement,theotherpartymay

bring the fact of breach to the notice of the former and the former shall immediately take steps to rectify thebreach andin case hefails to do so and thebreach continues for aperiod 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 theother party thedamages inrespectof losses already sustainedby 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 agreementsignedby the**SECONDPARTY**, thesecurity depositwill 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 away 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.

6.   **Terminationofcontract**

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

If the **SECOND PARTY**(a) abandons thecontractor hasfailedto proceed withthe workor 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 outtheir 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

7.   **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** >

8.   **ArbitrationorMediation**

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 partiesmutually.

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 implemented insuch 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.

9.   **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.

10.   Theapplication,submitteddocumentsby**FIRSTPARTYtoSECONDPARTY** and the record of the negotiation meeting held between **FIRST PARTY** and **SECOND PARTY** also form part and parcel of this agreement.

INWITNESSWHEREOF,thepartiesheretohavecausedthisAGREEMENTtobeexecuted in duplicate on the day and the year first above written

AGREED:

For(**FIRSTPARTY**)   For(**SECONDPARTY**)

Institute Head signature &stamp)

(InstituteHeadsignature&stamp)

(NameinBlockLetters)   (NameinBlockLetters)

Name of **FIRST PARTY**	Name of **SECOND PARTY**
Address	Address
ContactDetails	ContactDetails
E-mailID	E-mailID
Website	Website

Witness 1:

Signature:……………………………………………

Name:……………………………………………
(inBlockCapitalLetters)

Address…………………………………………….…

ContactNo.……………………………………………

Witness 2:

Signature:……………………………….……………

Name:……………………………………….……
(inBlockCapitalletters)

Address……………………………………………

ContactNo.……………………….……………………