



Expression of Interest (EOI)

For

Empanelment of Training Partners for the implementation of Skill Development Scheme in Electronics System Design and Manufacturing (ESDM) Sector

LAST DATE OF SUBMISSION: 29.01.2021

NIELIT Lucknow

(A Body of Department of Electronics and Information Technology, Ministry of Communications and Information Technology, Government of India)

A-1/9, Sumit Complex, Vibhuti Khand,
Gomti Nagar, Lucknow - 226010

Web: www.nielit.gov.in/lucknow

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1. Preamble

NIELIT is an autonomous scientific society of Department of Information Technology, Ministry of Communications & Information Technology, Govt. of India. The NIELIT, Lucknow and Gorakhpur Centre offers courses in areas like Embedded Systems, VLSI, Instrumentation, Bioinformatics, ITES-BPO, Information Security, Cyber Law, Networking, CCC and other areas of Information Technology. NIELIT Lucknow and Gorakhpur has also organized various free training programmes for SC/ST and Minority community under different government projects.

This is an Expression of Interest for Empanelment of Training Partners in Uttar Pradesh for the implementation of Skill Development Scheme in Electronics System Design and Manufacturing (ESDM) sector funded by Department of Electronics and Information Technology, Govt. of India.

2. Schedule:

S. No.	Name of the activity	Date
1.	Open advertisement & website display.	31/12/2020
2.	Last date for submission	29/01/2021 at 5:00 PM
3.	EOI Opening	01/02/2021 at 10:00 AM

3. Objectives:

The ESDM scheme aims to enhance the human resource availability in the ESDM sector focusing on students/unemployed youth at 9-10th standard onwards, ITI, Diploma, Non-engineering graduates etc. to increase their employability to work in 'Electronics Manufacturing' and 'Service support' functions. Major Industry Verticals covered under ESDM are Industrial Electronics, Medical Electronics, Consumer Electronics, Telecom, Office Automation & IT, Industrial Automation, Automotive Electronics etc. Complete details of the scheme along with course details and fees to be paid to the **Training Partner** is at website www.nielit.gov.in/lucknow.

4. Invitation for EOI:

4.1 NIELIT Lucknow invites Expression of Interest (EOI) from organizations/institutions to participate in Empanelment / Identification of training partners to conduct skill development programs as per the requirement of funding agency and NIELIT.

4.2 Interested applicants may download the format and other documents related to EOI from the website www.nielit.gov.in/lucknow

4.3 The Expression of Interest must be delivered to the below address by 17.00 hrs on 29.01.2021:

NIELIT Lucknow
A-1/9, Sumit Complex, Vibhuti Khand,
Gomti Nagar, Lucknow - 226010

5. Terms and Conditions:

I. The selected Training Partners shall conduct Training Programs in ESDM Sector as identified.

II. Operationalization of Industry Linked Allocation

To provide thrust on employability, the target would be allocated based on industry linked demand based proposals. TP would submit proposals as per Proforma at **Annexure-IV**. The proposal should mandatorily include details such as whether the proposal is based on place and-train or train-and-place policy. The proposal should also indicate number of candidates proposed to be trained in a particular course, the details of tie-ups with the relevant Industry where the candidates are likely to be placed.

III. **Training Partner** shall not start any training without formal order is issued for the same from **NIELIT**.

IV. **Training Partner** shall start training programme within one month of date of issue of order for a particular batch. In case, training is not started within one month of issue of order, then order may be cancelled and batch may be allotted to other Training Partner.

V. The complete infrastructure like classroom, Lab for Training Modules, Projector, Audio/Visual training aids etc. required for training will be provided by **Training Partner**.

VI. **Training Partner** will ensure admission of the candidates through proper counseling of the candidates. The target given in order has to be met by the Training Partner. It is responsibility of the Training Partner that target is achieved in terms of successful candidates passing the examination conducted by **NIELIT**.

VII. **Training Partner** will tie up with relevant Industries for providing employment opportunities to the trainees.

VIII. A database of the trainees will be maintained by **Training Partner** along with UID (Aadhar Number). Aadhar Number is mandatory for registration of the candidate. This information will be passed to NIELIT, Lucknow from time to time.

- IX.** The Training Program shall be conducted as per syllabus designed and developed by **NIELIT** and approved by DeitY.
- X.** **NIELIT reserves** its right to update the training program by adding new courses or modifying existing courses.
- XI.** **Training Partner** shall take the attendance of trainees on physical register and Biometric machine both. 80% attendance is mandatory for candidates to appear in examination. Month wise report has to be sent by Training Partner.
- XII.** **Training Partner** shall make a time-table for a particular batch. Copy of the same has to be sent to **NIELIT**.
- XIII.** **NIELIT** shall be entitled to evaluate the performance of the students and facilities available at the **Training Partner** from time to time and shall also have the right to demand correction / up gradation if any degradation of standard norms prescribed are noticed during such evaluation.
- XIV.** Examination will be conducted by **NIELIT**. Schedule of the Examination will be intimated by **NIELIT** to the **Training Partner**.
- XV.** **NIELIT** shall award certificates to all candidates successfully completing the course.
- XVI.** **Training Partner** will ensure placement of successful candidates. This will be treated as major performance criterion for payment release and allotment of future batches.
- XVII.** **Responsibilities of Training Partner as per ESDM Guidelines.**
- XVIII.** The Centre In-charge, **NIELIT Lucknow reserves** the right to accept/reject any or all EOI without assigning any reason and also will not be responsible for postal delays.

6. Evaluation of Proposals

All offers received in response to this EOI will be thoroughly scrutinized based on the information and documents provided by concerned agency. An expert committee constituted for this purpose will review proposals.

7. Guidelines for submission:

The following conditions should be observed while submitting the quotation:

- i.** The EOI submitted by Training Partners must contain following documents:
 - (a) Format for applying ESDM Accreditation as per Annexure-I**
 - (b) Covering Letter as per Annexure-II**
 - (c) Proforma for submission of Demand Based Proposal as per Annexure-III**
 - (d) Undertaking / Code of Ethics by Training Partner as per Annexure-IV**
- ii.** The agency should seal the EOI Documents in envelop duly super scribed and sealed. Envelop should also be duly super scribed: **“EOI for Empanelment of Training Partners in ESDM Sector”**.
- iii.** Canvassing in any form, direct or indirect, on part of agency will render the tender liable for exclusion from consideration.
- iv.** Incomplete or late EOI will not be considered. NIELIT Lucknow will not be responsible for any postal delays.
- v.** EOI complete in all respects, should be submitted at following address before last date & time: **The Centre In-charge, NIELIT, Lucknow Centre, Sumit Complex, A-1/9, Vibhuti Khand, Gomti Nagar, Lucknow - 226010**



National Institute of Electronics and Information Technology

**FORMAT FOR APPLYING ESDM ACCREDITATION
(FOR PROVISIONAL ACCREDITATION)**

Date: _____

To

**The Executive Director,
NIELIT Lucknow,
A-1/9, Sumit Complex, Vibhuti Khand,
Gomti Nagar, Lucknow - 226010**

Subject : Application for ESDM PROVISIONAL ACCREDITATION

Dear Sir,

My institute named _____ (herein after called "the institute") is coming under Class-A (NIELIT CHM-O/A level ACCR No. -----)/Class-B Institution as defined in clause 4(i) and 4(ii) of this handbook and I am the "Organization Head" of the institute.

I have personally ensured that the institute fulfills the norms for accreditation and has run for the adequate sessions as mentioned in this document.

I wish to apply for accreditation of the following ESDM Courses:

S.No.	Name of Course*	Course Code	Vertical
1			
2			
3			
4			

*- Details of Courses are available on lucknow.nielit.gov.in and gorakhpur.nielit.gov.in.

Before submitting this application, I have personally ensured that my institute has adequate Building, infrastructure, support staff and faculty to undertake the course. I have also ensured that the institute has linkages with the industry for placement of the candidates after successfully completion of their training. The fee for the desired courses for **two years** is as under:

For Class A

NIELIT CHM-O/A level ACCR No. _____ valid upto _____

ESDM Accreditation Registration fee: Rs. 6000/-

Course Accreditation fee: Rs. 4000/- × (____ courses) Rs. _____/-

Institute Inspection fee: Rs. 10000/-

GST (18%): Rs.

Total Rs. _____/-

For Class B

Type of Institution	Government / Private
ESDM Accreditation Registration fee:	
For Government Institutions	Rs. 6000/-
For Private Institutes:	Rs. 12,000/-
Course Accreditation fee: Rs. 4000/- × (____ courses)	Rs. _____/-
Institute Inspection fee:	Rs. 10000/-
GST (18%):	Rs.
	Total Rs. _____/-

**Please strike out whichever is not applicable.*

The non-refundable fee for processing of accreditation Rs. _____ is enclosed in the form of Demand Draft No..... dated..... issued by _____ bank in the name of "NIELIT LUCKNOW" payable at Lucknow is enclosed.

I am aware that In the event of deliberate nondisclosure/misrepresentation of vital information or supplying misleading information by default/mistake/blunder may result in cancellation of accreditation or accreditation process instantly along with forfeiture of the fee deposited and possible punitive action as per the decision and discretion of NIELIT. Kindly, initiate the process of provision accreditation of the institute.

With regards,

Signature: _____

Name: _____

Address: _____

Phone: _____ e-mail: _____

Seal

Covering Letter Format

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

To,

**The Centre In-charge,
NIELIT Lucknow
Sumit Complex, A-1/9, Vibhuti Khand,
Gomti Nagar, Lucknow – 226010**

Sub: EOI for Empanelment of Training Partners in ESDM Sector

Dear Sir,

1. I/We having examined the EOI document, we, the undersigned herewith submit our response to your EOI for Empanelment of Training Institutes in ESDM Sector.
2. I/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. I/We would like to declare that we are not involved in any litigation with any Government (Central/State) in India and we are not under a declaration of ineligibility for corrupt or fraudulent practices.
4. I/We hereby declare that all the information and statements made in this EOI are true and accept that any misrepresentation or hiding of facts in any form contained in it may lead to our disqualification.
5. I/We understand that NIELIT Lucknow is not bound to short-list / accept any proposal received in response to this EOI.
6. I/We understand that Empanelment with NIELIT Lucknow does not guarantee that every /any of the applicants invited to EOI for, will be awarded any order under ESDM Project.

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

S. No.	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 , FAX number	
4.	Mobile number & e mail of the Contact Person	

We hereby undertake that we accept all terms and conditions of the EOI unconditionally.

Signature of Authorized Signatory with Seal

Place:

Date:

(Name and Designation)

Proforma for submission of Demand Based Proposal

1.	Model (<i>tick the appropriate and fill details accordingly</i>)	With a view to boost employability, the demand based proposals should indicate whether it pertains to:			
		(i) ESDM skilling of new recruits/interns working in the industry (PLACE & TRAIN), OR (ii) Reasonable assurance of employability is provided by industry post skilling of candidates (TRAIN & PLACE)			
		PLACE & TRAIN		TRAIN & PLACE	
2.	DETAILS OF THE PARTICIPATING COMPANY / FIRM				
(a)	Name of company/firm				
(b)	Complete Address				
(c)	Website				
(d)	Detail of HR Manager/Contact person	Name	Mobile	email	
(e)	Total no. of employees in the company/firm				
(f)	Annual Turnover of last Financial Year	<i>(Enclose copy of company profile also indicating date of inception)</i>			
3.	No. of candidates proposed to be trained	<i>(Indicate total number. In case of Place & Train, enclose list of candidates with Name, Designation and Date of Joining. In case of Train & Place, enclose letter of intent)</i>			
4.	Undertaking from company indicating their willingness to participate in the Scheme	<i>(Undertaking may indicate expected benefits in terms of salary increment, promotion, etc on successful completion of the training by the Employees/Interns)</i>		<i>(Undertaking may indicate no. of post, expected remuneration, process of recruitment, date of recruitment, etc)</i>	
5.	Course Details	Course Code: (Service / Manufacturing)	Course Name	NSQF Level & Hours	Skill Sets expected by company/firm
6.	Training Partner Details	<i>(Name of Training Partner, Location, Contact details, Candidates trained and placed so far)</i>			
7.	MoU/Letter of Intent between Industry and KIA, if available	<i>(Enclose Copy)</i>			
8.	MoU/Letter of Intent between Industry and TP, if available	<i>(Enclose Copy)</i>			

Authorised Signatory: _____

Name of TP: _____

Date & Place: _____

Undertaking / Code of Ethics by Training Partner

(i) I _____, S/o, D/o, W/o _____
(Name & Designation of the Authorized Person)
of _____, and R/o _____
(Name and address of the institute) (Address of the Authorized Person)

certify that I am the competent authority, by virtue of the administrative and financial powers vested in me, I being the *owner* / authorized person of the institution and as such is having the authority to sign the present undertaking and bind the institution and I have read and understood the ESDM Scheme Guidelines, including the Code of Ethics and other norms/ rules as applicable from time to time and as notified in the official website of ESDM Scheme (<https://esdm-skill.deity.gov.in>) and I agree to abide by the same.

(ii) I am aware that in case any information provided by me is false or misleading, Key Implementing Agency/ PMU/ MeitY may in its sole discretion take whatever action(s) or measure(s) it deems necessary and appropriate, including withdrawal of affiliation, imposition of penalty etc.

I further understand that,

i) All local, state and national laws and regulations that apply to training institutes are required to be complied with and I/We shall not engage in any business practice or activity that could discredit or damage the image or reputation of KIA/ PMU/ MeitY directly or indirectly.

ii) KIA/ PMU/ MeitY shall have no liability to any Institute in respect of any cost, loss, damage, claims, demands, prosecutions, fines, penalties and / or expense suffered by any institute directly or indirectly as a result of any act, omission, representation or statement of any of the candidate(s), institute and / or organization.

iii) Unauthorized use of terms like “approved / recognized by Government” or any similar expression, designed to mislead the public, will attract penal action besides any administrative action that KIA/ PMU/ MeitY may take, as found fit.

iv) Government of India / MeitY may in its absolute discretion, modify; alter; terminate; suspend for specified periods, the Schemes for Skill Development in ESDM Sector.

I further certify that the following **codes of ethics**, applicable to the Education/ Training Institutions will be compiled with and I further undertake that I shall:

- NOT advertise anything which is liable to project a false impression of status of my/our Institution;
- NOT exaggerate the contents of the courses for which affiliation has been granted to gain any unfair advantage;
- NOT guarantee benefits to students that are actually false and/or not feasible;
- NOT project price terms that are false, or misleading and has been given to gain advantage over competition;
- NOT distort any statement of Government for our own gain;
- NOT criticize action of Government/ Professional bodies or Experts connected with the ESDM Schemes directly or indirectly without proper investigation;
- NOT makes statement offensive to the public; including advertisements that are against public/Government/National sentiments;
- NOT make any statement/declaration/presentation/advertisement which is of ambiguous nature and which presents a false picture in any stage/part of the ESDM schemes with regard to hardware/software and/or which is sort of omissions/additions of any kind and/or which are half- truths; and
- NOT involve in any other matter/action repugnant to the spirit of ethical practices including behavior to by/our students; unauthorized use of copyrighted software etc.
- NOT sub-franchise training under the Scheme for Skill Development in ESDM Sector at any point of time.

< Official Stamp >

< Name & Signature >
< Date, Place >

