**NOTICE INVITING APPLICATION (NIA)**

**For hiring of Community infrastructure and equipment necessary for conducting Skill Training of the youths across Assam**

**FROM**

**ORGANIZATION FOR IMPLEMENTING**

**New Skill Training Programs**

**Under**

**ASSAM SKILL DEVELOPMENT MISSION (ASDM)**

**GOVT. OF ASSAM**

**NIA No: ASDM-2748/2020/22, dated 22/12/2020**

**Email Id**: ***missiondirector.asdm@gmail.com***

## NOTICE INVITING APPLICATION

Assam Skill Development Mission is implementing the new skill training programs for the youth of Assam in the Financial Year 2020-21 in the trade Jacquard Handloom Weaver and Handloom Weaver (Frame loom). This NIA is for interested organization for submission of Proposal/Application for facilitating the desired community infrastructure and equipment necessary for conducting Training of the youths across Assam.

Organization may be selected for both the job roles for facilitating ASDM in conducting Skill Development training under this NIA in the State of Assam.

## Interested organization participating in the process may submit the proposal mandatorily in form of hard copy in a sealed envelope to the office of the undersigned.

The intending parties are expected to submit the project proposal enclosed in Annexure I, II & III.

Following below mentioned are the pre-qualification criteria. The participating organization shall possess the following minimum eligibility criteria. Any bid failing to meet the stated criteria shall be summarily rejected and will not be considered for Technical Evaluation:

## General Criteria for intending parties who have the requisite community infrastructure in the below mentioned manner to conduct training (Batch Size-max 30) :

1. A well ventilated, cleaned and suitably illuminated separate class room measuring not less than 10 Sq.ft. per trainee.
2. A separate practical area (having requisite machinery for training) with not less than 10 Sq.ft. per trainee or sufficiently earmarked area designated for practical training in the industry not less than 10 Sq.ft. per trainee.
3. The class room shall be equipped with
   1. Study chairs for accommodating all trainees
   2. Dias for the Training Assistant (Desirable)
   3. White board/ Black Board with duster and markers
   4. LCD projector with screen
   5. Computer/laptop connected to LCD projector with speakers
4. Two Computer systems for use by Training Assistants and trainees (Desirable).
5. Working Aadhaar Enabled Biometric Attendance System with power backup.
6. Internet facility
7. CCTV camera with adequate resolution to clearly cover the whole area of classroom.
8. A library with at least 20 relevant titles for use by Training Assistants and trainees (Desirable)
9. Office room or reception area of around 100 Sq ft. for counseling with facility for safe storage of stationary and other items (Desirable)
10. Separate washroom facility for male and female.
11. Availability of firefighting equipment
12. Availability of first aid facility
13. Availability of adequate number of dustbins.
14. Clean Drinking Water Facility.

## Machine Requirements:

Handloom Machine: Machine to Trainee ratio 1:5

## Accessories/ Ancillaries Required:

1. Weft Pirns.
2. Pirn winding machine (2 Nos )
3. Warp Beam
4. Shuttles
5. Drawing in hooks
6. Trolley for material handling
7. Piano Card Cutting Machine 2Nos
8. Card lacing Stand 2Nos.
9. Extra Harness
10. Graph paper for making designs.

## Space Requirement for Machines:

Sufficient space for working safely on Hand Looms and Jacquard Hand Looms with all required accessories as listed above.

Each training location applied by Organization should strictly adhere to the necessary training infrastructure and required laboratory/equipment at the location, as per the requirements defined by Textile Sector Skill Council (TSSC) for the identified job roles. Intending parties shall ensure that the overall training infrastructure especially the training aids are available as per the industry benchmark.

Also, it is to be noted that, the cost for maintenance of class rooms and equipment will be borne by the Organization including cost for supply of electricity, water, fees for the maintenance technicians, security guards, etc.

The NIA is open to all entities that fulfill the eligibility criteria as mentioned above. The proposals should be submitted in the prescribed Project Application Form (PAF) as per format at Annexure II &

III. The proposal will be evaluated based on the scoring criteria and preferences mentioned in Annexure IV.

The project proposals would be evaluated by the Project Approval Committee (PAC). The PAC reserves all the rights to reject the proposal of any participated Organization.

Please be informed that submission of this application does not mean or indicate any commitment for selection of any Organization for the said project.

|  |  |  |  |
| --- | --- | --- | --- |
|  | | **Indemnity:** THE SECOND PARTY agrees to indemnify and keep indemnified and hold harmless, FIRST PARTY and its directors, trustees, employees and representatives against all liabilities, demands and/or claims whatsoever, including claims for not being in compliance with the provisions of applicable laws, rules, regulations and guidelines, and also against any losses, damages or expenses suffered or incurred or that may be suffered or incurred by FIRST PARTY for any reason whatsoever in relation to the Project and post commissioning of its operation and maintenance, including legal cases. THE SECOND PARTY shall also indemnify FIRST PARTY and its employees from any eventualities including but not limited to compensation out of loss, damage or unforeseen circumstances, etc. THE SECOND PARTY shall  indemnify and keep indemnified FIRST PARTY from any liability, financial or otherwise, that may arise from third party as a result of the services covered under the scope. | |
|  | | Staff for all activities related to operation and maintenance or for any other activity shall be employed/ engaged by THE SECOND PARTY and THE SECOND PARTY shall be solely responsible for any matter concerning their employment/ engagement. THE SECOND PARTY shall keep FIRST PARTY indemnified against any claims and legal expenses arising out of any employment dispute raised by those engaged in relation to operation and maintenance of the Project.  **Governing Laws and Jurisdiction:** This NIA and all matters arising from it and any dispute resolutions shall be governed by and construed in accordance with the laws of India. | |
|  | | **Force Majeure**: Neither Party shall be liable or responsible for any failure to perform or delay in performance of their respective obligations hereunder if such failure or delay is due or attributable to or arises out of any Force Majeure event, provided written notice of occurrence of any Force Majeure event is given by the affected Party to the other Party within a period 72 hours of such occurrence and such notice includes reasonably satisfactory evidence of the Force Majeure event. | |
|  | | For the purposes of this UNDERSTANDING, a Force Majeure event shall mean an event that is not within the reasonable control of the Party whose performance under this UNDERSTANDING is affected thereby and without prejudice to the generality of the foregoing, shall include but not limited to the following events; i) Civil disturbance, ii) Breach of peace, iii) Declared or undeclared war, iv) Act of interference or action by military authorities, v) Terrorist acts, vi) Sabotage, vii) damage by the elements, viii) Riot or disorder, ix) Act of God (i.e. fire, frost, flood, earthquake, storm, lightning or epidemic); x) Quarantine, and xii) Change in law rendering the performance of a Party's obligations impossible (excluding any change in taxation laws); xiii) Revocation of applicable Government licenses acts or omissions of competent Government Authorities or its authorised security operatives. | |
|  | | **Settlement of Disputes:** If any dispute or difference of any kind whatsoever shall arise between the Parties in connection with or arising out of this NIA (and whether before or after the termination of the project) Parties hereto shall promptly and in good faith negotiate with a view to its amicable resolution and settlement. In the event no amicable resolution or settlement is reached within a period of thirty (30) days from the date on which the dispute or difference arose, such dispute or difference shall be referred to a mutually acceptable sole Arbitrator. The existence of any dispute or difference or the initiation or continuation of the arbitration proceedings shall not postpone or delay the performance by the Parties of their respective obligations pursuant to this UNDERSTANDING. The outcome of the Arbitration shall be binding upon all parties involved. The Indian Arbitration and Conciliation Act, 1996 as amended by The Arbitration and Conciliation (Amendment) Act 2015 or any statutory modification or re-enactment thereof and the rules made there under for the time being in force shall apply to the arbitration proceedings under the clause. The seat of Arbitration shall be decided mutually by the parties.  ASDM reserves all the rights to cancel the application/penalize the Organisation if any information is found to be incorrect/false during and after execution, at its sole discretion and without assigning any reason.  The selected party shall adhere to the Guidelines of ASDM.  Intellectual Property Rights: - ASDM reserves the right of use of its intellectual property rights including its brand name, Logo, etc. As such the selected Organisation will not have any right to use ASDM’s intellectual property rights including its brand name, Logo, etc. | |

ASDM also reserves right to cancel or amend the NIA at any point of time without providing any explanation.

Kindly note that this NIA don’t guarantee allocation of work and ASDM will assume no liability or cost towards it. ASDM makes no commitments, express or implied, that this process will result in a business transaction between anyone.

## ASDM reserves the right to select any organization as per the Evaluation criteria and availability of community infrastructure and equipment in the specified location.

**The last date for receipt of proposals/applications is 05/01/2021 upto 03:00 pm**

The Request for Application document is also available at our website: [http://www.asdm.assam.gov.in](http://www.asdm.assam.gov.in/)

## SCHEDULE OF ACTIVITIES

|  |  |  |
| --- | --- | --- |
| **S. No.** | **Milestone** | **Dates** |
| 1 | Issue of NIA | 22/12/2020 |
| 2 | Proposal/Application Submission Last Date | 05/01/2021 |

NB: If any date coincides with a holiday, the next working day would be considered as appropriate date.

## OTHER KEY INFORMATION

|  |  |  |
| --- | --- | --- |
| **Sl.**  **No.** | **Heading** | **Details** |
| A | Name of the Client/ Authority | Assam Skill Development Mission |
| B | Document Intended for NIA | Organization found eligible based on the NIA for hiring Community infrastructure and equipment necessary for conducting Training of the youths across Assam to implement the new skill training programs under ASDM vide NIA No. ASDM-2748/2020/22, dated 22/12/2020 |
| C | Tender Fee/ Application Fee | A demand draft of non-refundable tender/Application fee of Rs.1000 in favour of Assam Skill Development Mission payable at Guwahati is to be submitted with the proposal. |

**Objective:**

**The objective of this NIA is to facilitate ASDM in implementing the new skill training programs by providing requisite community infrastructure and equipment necessary for the mentioned trades/job roles.**

Guidelines:

All the Definitions, Terms and Conditions as explained herein below will be subject to process and cost norms under ASDM as amended from time to time.

## Definitions:

**SSCs**: Sector Skill Councils (SSCs) are industry-led bodies, who are responsible for defining the skilling needs, concept, processes, certification, and accreditation of their respective industry sectors. The SSCs prescribed the NOSs and QPs for the various job roles relevant to their industry, classify the job roles and worked with the National Skill Development Agency (NSDA) to ensure that these are in accordance with the National Skill Qualification Framework (NSQF).

**Payout to Organization:** As per the rates fixed by Assam Skill Development Mission

## Proposal shall comprise of following forms:

Covering Letter: Format at Annexure I

Project Application Form (PAF): Format at Annexure II

# Annexure I

**Covering letter for submission of NIA for facilitating the desired infrastructure and equipment necessary for conducting New Skill Training of the youths across Assam:**

To

The Mission Director,

Assam Skill Development Mission Katabari, DPS Road, NH-37 Garchuk, Guwahati-781035

# Sub: Submission of proposal for facilitating the desired Community infrastructure and equipment necessary for conducting Training of the youths across Assam.

Sir,

This is with reference to your advertisement inviting NIA from intending parties to facilitate the desired infrastructure and equipment necessary for conducting Skill Development Training of the youths across Assam by Assam Skill Development Mission. We, the undersigned, offer to provide the services for the above in accordance with your “Notice Inviting Application”, dated…../.…/2020. Please find below the details of our Organization for your consideration.

We are hereby submitting our Proposal and understand that you are not bound to accept any proposal you receive. We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading or unduly favors are vetted out by our company, in the target allocation process, we are liable to be dismissed from the Proposal selection process or termination of the contract during the project.

We agree to abide by the conditions set forth in this Notice Inviting Application. We hereby declare that our proposal submitted in response to this NIA is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

**Sincerely**

Applicant’s name with Seal Designation

Signature

**Annexure II**

* 1. **Project Application Form (PAF)**

**Provide a brief profile of the Application in the format mentioned below:**

|  |  |  |
| --- | --- | --- |
| 1 | Name of the Organization |  |
| 2 | Type of the Organization (Government Institute/Company/Firm/Society/Trust/Proprietorship) | **(Attach document proof)** |
| 3 | Name and contact details of the Authorized Signatory of the Organization |  |
| 4 | Address of the Organization |  |
| 5 | Name of the SPOC with Contact details and Email ID |  |

## Annexure: III

Self-Certificate for Turnover

On the letter head of the organization

Dated:

The Total Turnover of (Organisation Name) for the Financial Year 2017-20 based on Audited Financial Statements is provided below:

|  |  |  |  |
| --- | --- | --- | --- |
| S. No. | Particulars | Amount  (in INR figures) | Amount (in words) |
| 1 | Total Turnover for the Financial Year 2017-18 |  |  |
| 2 | Total Turnover for the Financial Year 2018-19 |  |  |
| 3 | Total Turnover for the Financial Year 2019-20 |  |  |

Net worth as on 31.03.2020: / - (Amount in Figures and Words)

(Authorized Signature) Authorized Signatory’s Name:

Stamp / Seal of the Organization:

CA Certificate for Turnover

On the letter head of the organization

Dated:

The Total Turnover of (Organization Name) for the Financial Year 2017-20 based on Audited Financial Statements is provided below:

|  |  |  |  |
| --- | --- | --- | --- |
| S. No. | Particulars | Amount  (in INR figures) | Amount (in words) |
| 1 | Total Turnover for the Financial Year 2017-18 |  |  |
| 2 | Total Turnover for the Financial Year 2018-19 |  |  |
| 3 | Total Turnover for the Financial Year 2019-20 |  |  |

Net worth as on 31.03.2020: / - (Amount in Figures and Words)

(CA’s

Signature) CA’s Name:

CA’s Stamp / Seal:

## Annexure: IV

**Evaluation Criteria**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl. No.** | **Parameters** | **Scoring criteria** | **Maximum scoring** |
| 1 | Total area for implementing training. | * More than 15000 sq ft = 20 * 15000 sq ft – 10000 sq ft =15 * 10000 sq ft – 5000 sq ft = 10 * Less than 5000 sq ft= 5 | 20 |
| 2 | Total shades available with the intending party for conducting training. | * More than 4 = 20 * 4 - 2 =15 * 1 = 10 * Not available = 5 | 20 |
| 3 | Total area covered by the shade with the intending party for conducting training. | * More than 4000 sq ft =20 * 4000 sq ft to 2000 sq ft =15 * Less than 2000 sq ft = 10 | 20 |
| 4 | Total looms available with the intending party in a single cluster | * More than 45 looms =20 * 45 looms to 25 looms =15 * 25 looms to 10 looms = 10 * Less than 10 looms = 5 | 20 |
| 5 | Average annual turnover in latest 3 financial years | * Less than Rs 30 lakhs = 03 * Rs 30 lakhs to 1 Crore- 05 * Rs 1 Crore - 2 Crore-10 * Rs 2 Crore - 10 Crore-15 * Rs 10 Crores and above- 20 | 20 |
| Total Score | | | 100 |
| Minimum Score | | | 80 |