

**PRADHAN MANTRI KAUSHALYA VIKAS YOJANA (PMKVY 2.0)
CENTRALLY SPONSORED STATE MANAGED (CSSM) COMPONENT**

PROPOSAL TEMPLATE



**Andhra Pradesh State Skill Development Corporation (APSSDC)
2nd Floor, NTR Administrative Block, Pandit Nehru Bus stand,
Vijayawada, Krishna District, Andhra Pradesh State – 520001**

1. Important Instructions:

- The Applicant should complete the relevant sections of the proposal template with supporting documents attached. Information without proper supporting documents may not be considered for the proposal evaluation.
- Proposal should carry the Covering Letter, as per the format enclosed at **Form-A**.
- List of job roles approved by MSDE for CSSM component under PMKVY 2.0 is enclosed at **Form-E**.

2. Applicant's Details:

Table 1: Applicant's Details

SN.	Description	Supporting Document/s	Details
1.	Registered organization name	<ul style="list-style-type: none"> • If Proprietorship Firm <ul style="list-style-type: none"> ○ Copy of Certificate of the Proprietorship duly certified by a Chartered Accountant. ○ Copy of trade license/sales tax registration/IT registration • If Partnership Firm <ul style="list-style-type: none"> ○ Copy of Registered Partnership Deed / Certificate of the Partnership duly certified by a Chartered Accountant. • If Public/ Private Limited Company <ul style="list-style-type: none"> ○ Copy of Registration/Incorporation Certificate and Memorandum and Articles of Association. • If Society / Trust / Association <ul style="list-style-type: none"> ○ Copy of Registration Certificate and Bylaws of Society / Trust / Association. 	
2.	Status of the firm (Organization type)		
3.	Registration number		
4.	Date of registration		
5.	Place of registration		
6.	PAN	Copy of the PAN Card	
7.	Registered address	-	
8.	Corporate head-office address	-	
9.	Website	-	
10.	National Skill Development Corporation (NSDC) Partner (where NSDC has a stake, either through equity or loan)	Relevant supporting document/term sheet	
11.	Name & contact details of the authorized signatory	Power of Attorney	Name: Designation: Mobile No.: Email ID: Address:
12.	Name & contact details of primary point of contact:	-	Name: Designation: Mobile No.: Email ID: Address:

12.	Name & contact details of secondary point of contact:	-	Name: Designation: Mobile No.: Email ID: Address:
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(Please provide the brief write-up on the nature of business of the applicant firm)

3. Turnover of Organization:

The Applicant should provide the supporting document for the below mentioned turnover details as per the **Form-B**.

Table 2: Turnover Details

S. No.	Financial Year	Annual Turnover (INR)
1	FY 2013-2014	
2	FY 2014-2015	
3	FY 2015-2016	

4. Past Training & Placement Performance:

- Provide details of past experience of conducting similar skill development training in last 3 years (FY 2014-15, 2015-16, 2016-17).
- Only trained and certified candidate details to be provided
- Candidate details shall be verified on random basis and verification outcome may be used for the proposal evaluation purpose
- Candidate details for each type of training to be provided as per **Form-C**.

A. Central Govt. Funded Training Programs (excluding PMKVY and STAR)

Table 3: Past Performance - Central Govt. Programs

S.N	Project name	Funding Ministry/ Dept. /others	Key Description of the Project	Project Duration (Start & End Date)	Total Candidates Trained	Total Candidates Certified	Total Candidates Placed	Placement % (Placed/Certified)	Total Candidates Tracked in Post-placement Service (PPS)	Remarks
1.										
2.										
3.										

B. State Govt. Funded Training Programs

Table 4: Past Performance - State Govt. Program

S.N	Project name	Funding Ministry/ Dept. /others	Key Description of the Project	Project Duration (Start & End Date)	Total Candidates Trained	Total Candidates Certified	Total Candidates Placed	Placement % (Placed/Certified)	Total Candidates Tracked in Post-placement Service (PPS)	Remarks
1.										
2.										
3.										

C. PMKVY and STAR Schemes

Table 5: Past Performance - PMKVY and STAR Programs

S.N	Project name	Funding Ministry/ Dept. /others	Key Description of the Project	Project Duration (Start & End Date)	Total Candidates Trained	Total Candidates Certified	Total Candidates Placed	Placement % (Placed/Certified)	Total Candidates Tracked in Post-placement Service (PPS)	Remarks
1.										
2.										
3.										

D. Industry Sponsored and Paid Trainings

Table 6: Past Performance - Industry Sponsored & Paid Programs

S.N	Project name	Industry Sponsored/ Paid	Key Description of the Project	Project Duration (Start & End Date)	Total Candidates Trained	Total Candidates Certified	Total Candidates Placed	Placement % (Placed/Certified)	Total Candidates Tracked in Post-placement Service (PPS)	Remarks
1.										
2.										
3.										

5. Industry Linkages:

- Provide placement linkages / tie up's with industries for the purpose of providing placements to the candidate
- Only active linkages / tie-up's in last three years (FY 2014-15, 2015-16 & 2016-17) which led to candidate placements should be reported
- Industry linkage data shall be verified on random basis and verification outcome may be used for the proposal evaluation purpose
- Attach supporting documents for the linkages / tie-up's with the industry, i.e signed agreement/contract/ work order/ etc.

Table 7: Industry Linkages

S.No	Name of the Organization/Company	Contact Person Name	Contact Person Designation	Contact Person Mobile No.	Sector / Trade of the Company	Job role offered	No. of candidates Placed	Remarks
1.								
2.								
3.								
4.								

6. Owned Training Centers:

- a. Provide details of owned training centers only, as per below format

Table 8: Owned Training Center Details

S.No	Training Center Name	Address	State	District	Start Date (Month & Year)	Job Roles being run	Present Training Center condition (operational (or) Non-Operational)	Current Projects	Residential/Non-Residential	Center In-charge contact number
1.										
2.										
3.										
4.										

7. Details about CAAF Approved/Under-process Centers

- a. Provide details of owned CAAF approved/under-process training centers in Andhra Pradesh
b. Attach supporting documents for the same

A. CAAF Approved/Under-process Center Details

Table 9: CAAF Center Details

S.No	Training Center Name	Address	District	CAAF approved (Yes/No)	Center ID	Star Grade	Approved/applied job role aligned with SSC	Approved/applied Job Roles	Job Role wise Max Batch Size	Job Role wise Max No. of Batches	Job Role wise Capacity
1.											
2.											
3.											
4.											

B. Details of SSC Certified Trainers at CAAF Centers

- a. Certified trainers from respective Sector Skill Council
b. SSC Certificate to be attached as proof

Table 10: Certified Trainer's Details

S.No	Training Center Name	Trainer Name	Trainer Mobile No.	SSC	Job Role	Certificate No.
1.						
2.						
3.						
4.						

C. Training Content Availability

- a. Provide training content availability for all the job roles being run at CAAF approved/under-process centers

Table 11: Content Availability

S.No	SSC Name	Job Role Name	Student Workbook Availability	Trainer Handbook Availability	NSQF aligned (Yes/No)	In-house developed or SSC Model Content
1.						
2.						
3.						
4.						

D. Trainings currently being Conducted at CAAF Approved/Under-process Centers

- a. Provide the details of training currently under-going at CAAF approved/under-process centers
 b. Provide details of training under-going and job-role wise available vacant capacity (no. of trainees that can be trained at one point of time)

Table 12: Training Under-going in CAAF Centers

S.No	Training Center Name	Project Name	Job Role - Training	Target	Job Role – Vacant	Job Role wise Vacant Capacity	Training Start Date	Training Completion Date
1.								
2.								
3.								
4.								

E. Other Center Details

Table 13: Other Center Details

S.No	Training Center Name	Center at Rural Area (Yes/No)	Center at Tribal Area (Yes/No)	Women Exclusive Center (Yes/No)	Exclusive Center for Person with Disabilities (PWD) (Yes/No)	Disabled Friendly Center (Yes/No)	Residential Facility (Yes/No)

1.							
2.							
3.							
4.							

Note: Following details pertaining to centers may be annexed with the proposal

- a) Photographs of CAAF approved/under-process centers
- a) Photographs of food production facility for residential centers
- b) Photographs of accommodation facility for residential centers

F. Center Preference for Target Allocation

- a. Please provide decreasing order of preference for target allocation for the CAAF approved/under-process centers in AP

S.No	Training Center Name
1.	
2.	
3.	
4.	

8. Mobilization Strategy:

Mention the proposed mobilization strategies and best practices that the applicant will adopt mobilization of candidates for PMKVY 2.0

9. Quality Assurance (QA) Strategy & Best Practices:

Mention the proposed quality assurance strategy including MIS system and best practices that the applicant will adopt to ensure quality of training under PMKVY 2.0

10. Placement Strategy & Best practices:

Mention the proposed placement strategy and best practices that the applicant will adopt to provide the placement opportunities to the candidates

11. Post-Placement Tracking Mechanism & Best practices:

Mention the proposed placement strategy and best practices that the applicant will adopt to provide the placement opportunities to the candidates

12. Proposed Core Team for the Project:

- a. Provide the details of the core team that is proposed to be deployed for the project
- b. Attach profile of core team members as per the format enclosed at **Form-D**.

Table 14: Core Team

S.No.	Name of Staff	Designation	Years of Experience of Experience	Area of Expertise	Proposed Role
1.					
2.					
3.					
4.					



Form A: Format of the Covering Letter

(The Covering Letter is to be submitted by Company Secretary/ Authorized Representative and Signatory on Company's Letterhead with his/her dated Sign and Seal)

To

Chief Executive Officer
2nd Floor, NTR Administrative Block, Pandit Nehru Bus stand,
Vijayawada, Krishna District, Andhra Pradesh State – 520001

Dear Sir/Madam,

Sub: Request for empanelment to undertake the project under Centrally Sponsored and State Managed Component under Pradhan Mantri Kaushal Vikas Yojna (PMKVY 2.0) in Andhra Pradesh

Please find enclosed Proposal in respect of the Empanelment to undertake the project under Centrally Sponsored and State Managed Component under Pradhan Mantri Kaushal Vikas Yojna (PMKVY 2.0) in Andhra Pradesh, in response to the Expression of Interest (EOI) Document issued by Andhra Pradesh State Skill Development Corporation (APSSDC)

We hereby confirm that:

1. The proposal is being submitted by _____ (name of the agency who is the applicant, in accordance with the conditions stipulated in the EOI).
2. We have examined in detail and have understood the terms and conditions stipulated in the EOI Document issued by APSSDC and in any subsequent communication sent by APSSDC. We agree and undertake to abide by all these terms and conditions. Our Proposal is consistent with all the requirements of submission as stated in the EOI or in any of the subsequent communications from APSSDC.
3. The information submitted in our Proposal is complete, is strictly as per the requirements as stipulated in the EOI, and is correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our Proposal. We acknowledge that APSSDC will be relying on the information provided in the Proposal and the documents accompanying such Proposal for empanelment of the applicant for the aforesaid programme, and we certify that all information provided in the application is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying such Proposal are true copies of their respective originals.
4. We acknowledge the right of APSSDC to reject our Proposal without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
5. We satisfy the legal requirements and meet all the eligibility criteria as laid down in the EOI.
6. This Proposal is unconditional and we hereby undertake to abide by the terms and conditions of the EOI.
7. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.



8. We are enclosing DDs towards EMD & processing fee as under:

Item	Amount	DD No.	Date	Bank
EMD	₹.....			
Processing Fee	₹ 5,000/-			

In witness thereof, we submit this Proposal under and in accordance with the terms of the EOI document.

For and on behalf of:

Signature:

Name:

Designation:

(Company Seal)

(Authorized Representative and Signatory)

Form B: Turnover Details

(Declaration by Chartered Accountant on Letterhead with his/her dated Sign and Seal)

To whomsoever it may concern

On the basis of audited financial statements, we hereby certify that (Name of Agency) having registered office at (Office address) has an average annual turnover of Rupees Fifty Lakhs (Rs. 50 Lakhs) in the past three consecutive years (2013-14, 2014-15, 2015-2016). The details of annual turnover are mentioned below:

S. No.	Financial Year	Annual Turnover (INR)
1	2013-2014	
2	2014-2015	
3	2015-2016	

Note: Audited financial statements for the past three years (FY 2013-14, 2014-15, 2015-2016) should be submitted by the Applicant.

(Chartered Accountant):

Signature

Name

Registration No

Contact No.

Seal

Date:



Form C: Past Training Performance

S.No	Candidate Name	Candidate Contact No.	Sector	Job Role	Project Name	Training Status (Trained/Certified)	Placement Status (Placed/Not-Placed)	Placement Date	Employer Name	Employer Contact No.	Last Tracking Date	Last Tracking Status	Updated Contact No. (if Applicable)
1.													
2.													
3.													
4.													



Form D: Profile of Proposed Core Team Members

Photo	Name				
	Designation				
	Proposed Role				
	Date of Birth				
	Education:				
4. Employment Record	From	To	Company	Position Held	
5. Brief Profile					
8. Countries of Work Experience					
9. Languages	Language	Read	Write	Speak	
10. Work Undertaken that Best Illustrates Capability to Handle the Task Assigned					
<p>Nature of Work:</p> <p>Year:</p> <p>Location:</p> <p>Company:</p> <p>Position Held:</p> <p>Main features:</p> <p>Activities Performed:</p>					
<p>Certification</p> <p>I, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.</p> <p>Additionally, I also certify that I shall be available for the entire duration of the contract.</p> <p><i>Signature of staff member</i> <i>Day/Month/Year</i></p>					

Form E: List of Job Roles approved by MSDE for CSSM Component

SN	SSC Name	Name of the job role	Whether QP's / NOS exist or not (Y/N)	Target	Job Role Wise Allocation
1	IT & ITES	Associate-Customer Care (Non-Voice)	SSC/Q2201	1800	300
2		Collections Executive	SSC/Q2214		300
3		Web Developer	SSC/Q0503		300
4		Associate - CRM	SSC/Q2202		300
5		Technical Support Executive-Non Voice	SSC/Q7201		300
6		Technical Support Executive-Voice	SSC/Q7202		300
7	THSC	F&B Service Trainee	THC/Q0307	1700	340
8		Billing Executive	THC/Q5801		340
9		Meet & Greet officer	THC/Q4205		340
10		Front Office Executive	THC/Q0109		340
11		Bell Boy	THC/Q0104		340
12	Electronics	Assembly Operator - Capacitor	ELE/Q0108	1400	175
13		Sales Executive-Consumer Electronics	ELE/Q3201		175
14		Assembly Operator-RAC	ELE/Q3501		175
15		Machine Maintenance Technician	ELE/Q3701		175
16		Smartphone Assembly Technician	ELE/Q3901		175
17		Functional Tester – Medical Devices	ELE/Q7803+H18		175
18		Wireman – Control Panel	ELE/Q7302		175
19		IT Coordinator in School	ELE/Q4701		175
20	Apparel & Home Furnishings	Fashion Designer	AMH/Q1201	3500	318
21		Merchandiser	AMH/Q0901		318
22		Framer-Computerized Embroidery Machine	AMH/Q1301		318
23		Sewing operator	AMH/Q0301		318
24		Sewing Supervisor	AMH/Q2101		318
25		Sewing for Inlinep Checker	AMH/Q0102		318
26		Garment Finishing Checker	AMH/Q0103		318
27		Pressman	AMH/Q0401		318
28		Fabric Cutter	AMH/Q1510		318
29		Washing Machine operator	AMH/Q1810		318
30		Packer	AMH/Q1407		318
31		Fashion Designer	AMH/Q1201		318
32		Merchandiser	AMH/Q0901		318
33		Textile	Combing operator		TSC/Q0104
34	Packing Checker		TSC/Q0501	326	
35	Fitter - Processing		TSC/Q5701	326	
36	Knitting Machine Operator – Flat Bed Knitting		TSC/Q4102	326	

SN	SSC Name	Name of the job role	Whether QP's / NOS exist or not (Y/N)	Target	Job Role Wise Allocation
37	Telecom	Customer Care Executive (Repair Centre)	TEL/Q2200	1000	200
38		Broadband Technician	TEL/Q0102		200
39		ICT Technician	TEL/Q6206		200
40		Optical Fiber Splicer	TEL/Q6400		200
41		Network Engineer	TEL/Q6209		200
42	Leather	Buffing Operator	LSS/Q0801	700	175
43		Fleshing Operator	LSS/Q0101		175
44		Drum Operator	LSS/Q0301		175
45		Splitting and Sammying Operator	LSS/Q0401		175
46	Construction	Construction Fitter	CON/Q1205	550	110
47		Construction Electrician - LV	CON/Q0603		110
48		Junior Store Keeper -Construction	CON/Q1502		110
49		Façade Installer	CON/Q1106		110
50		Tack Welder	CON/Q1251		110
51	Beauty & Wellness	Spa Therapist	BWS/Q1002	600	200
52		Assistant Beauty/Wellness Consultant	BWS/Q4001		200
53		Senior Beauty Therapist	BWS/Q0104		200
54	Food Processing	Fruit Pulp Processing Technician	FIC/Q0106	550	138
55		Ice Cream Processing Technician	FIC/Q2004		138
56		Fish and Sea Food Processing Technician	FIC/Q4001		138
57		Squash and Juice Processing Technician	FIC/Q0101		138
58	BFSI	Accounts Executive (Recording, Reporting)	BSC/Q1001	400	200
59		Accounts Executive (Payroll)	BSC/Q1201		200
60	Capital Goods	CNC Operator - Vertical Machining Centre	CSC/Q0116	300	150
61		Maintenance Fitter - Mechanical	CSC/Q0901		150
62	Iron & Steel	Fitter Maintenance: Ferro Alloys	ISC/Q5501	300	150
63		Pipeline Fitter & Maintenance	ISC/Q0813		150
64	Mining & Mineral Based Industry	Jumbo Drill Operator/ Jumbo Operator	MIN/Q0432	300	300
65	Logistics	Courier Delivery Executive	LSC/Q3023	752	188
66		Documentation Assistant	LSC/Q1122		188
67		Warehouse Packer	LSC/Q2303		188
68		Inventory Clerk	LSC/Q2108		188