



GOVERNMENT OF RAJASTHAN
RAJASTHAN SKILL AND LIVELIHOODS DEVELOPMENT CORPORATION (RSLDC)
EMI Campus, J 8 A, Jhalana Institutional Area, Jaipur – 302004
Phone No. 0141 –5103164/5104136 E-mail ID: thstp.rslde@gmail.com
Advt. No. RSLDC/EOI/2016-17/01

Notice for Inviting Expression of Interest (EOI)

RSLDC is desirous of seeking Expression of Interest (EOI) and submission of proposals from eligible organization/institute to undertake the project of livelihood enhancement (Self or Wage employment) of youth through organization of skill training programme under the **Scheme of Training Programme for Traditional and Heritage Skill Development**. The scheme will be part of Regular Skill Training Programme (RSTP).

Detailed proposal with requisite information and necessary documents is to be submitted up to **5.00 P.M. on 31st July, 2016 to RSLDC Office.**

For further details, visit website www.rajasthanlivelihoods.org or www.livelihoods.rajasthan.gov.in

Dated: 30th June, 2016

Managing Director, RSLDC

RSLDC/EOI/2016-17/01
RAJASTHAN SKILL AND LIVELIHOODS DEVELOPMENT CORPORATION
EMI Campus, J-8-A, Jhalana Institutional Area, Jaipur - 302 004
Telephone No. : (0141) 5103164/5103249/5104136
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Expression of Interest (EOI) for submission of proposal to undertake the project of livelihood enhancement (Self or Wage employment) of youth through organization of skill training programme under the Scheme of Training Programme for Traditional and Heritage Skill Development.
Background: Rajasthan has a very rich culture in practicing various traditional and heritage skills like Folk Arts including other similar skills, which can earn livelihoods to those who practice them. Some of these skills are on the verge of extinction. In order to protect & promote these traditional and heritage skills of Rajasthan and to transfer these skills to next generation, so that they are preserved and the youth practicing these skills are able to earn his/ her livelihoods through it, a well developed and coordinated effort is required. For this purpose, Rajasthan Skill and Livelihoods Development Corporation (RSLDC) invite proposals from interested organizations/ institutions/ promoters to implement skill development programs under the special Scheme of Training Programme for Traditional and Heritage Skill Development.

S. No.	Particulars	Conditions/Provisions
1.	Eligibility Criteria	<p>1. Applicant should be:</p> <ul style="list-style-type: none"> i) An organization/ institute/ promoter (state/national/ international level recognized/ or certified) owned/ started by a practicing artist of concerned traditional and heritage skills. ii) Institutes offering Degree/Diploma/Certificate programmes recognized by competent State/National/International body in any one of the traditional and heritage skills. iii) Organisation's/ Individual's work should be devoted to programme which deals with protection/promotion of traditional and heritage skills, and is active and operational continuously in the State for the last two years on the date of application. <p>Document Required: Applicant details with relevant documents, must be submitted as per Annexure-2.</p> <p>2. Audited financial statements for the past three years (2013-14, 2014-15, 2015-2016) should be submitted by the Applicant to ascertain their financial status. In case of unavailability of audited financial statements for the FY 2015-16, Applicant may submit unaudited financial statements. However the Applicant will be required to submit audited financial statements for FY 2015-16, by 31st October 2016.</p> <p>Document Required: A self certificate must be submitted as per Annexure-3. A copy of TIN number /PAN card and photocopy of bank pass book indicating balance status as on 31st March 2016.</p>

S. No.	Particulars	Conditions/Provisions
		<p>3. The organization shall not have been blacklisted by any donor agency/ State Government/ Central Government. Document Required: A self certificate must be submitted as per Annexure-4.</p> <p>4. An Applicant must provide self certificate/declaration for following as per norms of RSLDC (As amended from time to time):</p> <ol style="list-style-type: none"> I. To set-up Skill Development Center(s). II. To arrange sufficient space, furniture, equipment, tools, training aids, raw material, electricity, water supply and other essentials required for imparting training to youth in the proposed course(s). III. To hire/engage competent and eligible trainer(s) who is having at least 5 years of experience in the relevant craft/trade to undertake training in the proposed courses. IV. To install GPRS enabled biometric thumb impression machine for daily attendance (coming & going), which has to be compatible with MIS system of RSLDC and provide other information required by RSLDC. <p>Document Required: A self certificate/declaration as per Annexure-5.</p>
2.	Proposal Processing Fee	Applicants have to pay a non-refundable Proposal Processing Fee of ₹ 5, 000/- (Rupees Five Thousands only). This will be paid in the form of a Demand Draft Payable to ' Rajasthan Skill and Livelihoods Development Corporation ' payable at Jaipur, drawn on any scheduled commercial bank and must accompany with Covering Letter in cover of the Proposal Document. Proposals that are not accompanied by the Proposal Processing Fee shall be rejected by RSLDC.
3.	Duration of the Project	Three (3) years from the date of signing of MoU.
4.	Courses for Training	<p>List shall depend on organization/ institution/ promoter participating in the scheme. For example - Folk Music of Western Rajasthan.</p> <p>The selected training partner may submit its own course curriculum in the prescribed format of RSLDC for necessary approvals.</p>
5.	Organization of Skill Training Programmes	As per RSLDC Guidelines of RSTP with subsequent orders (as amended from time to time).
6.	Funding Pattern Course wise	As per RSLDC Guidelines of RSTP with subsequent orders (as amended from time to time).
7.	Submission of Proposal	Interested Organizations/ institution/ promoter fulfilling eligibility conditions as mentioned above can submit their detailed proposal for undertaking the Scheme of Training Programme for Traditional and Heritage Skill Development in the State to the Managing Director, Rajasthan Skill and Livelihoods Development Corporation

S. No.	Particulars	Conditions/Provisions
		<p>(RSLDC) Head Office, Jaipur or District Office of RSLDC on or before 31st July, 2016 by 5 PM.</p> <p>The proposal should carry following as per checklist given in the EoI:</p> <ol style="list-style-type: none"> 1. Covering Letter-Annexure-I 2. Applicant details along with Annexure-2 3. Copy of audited financials for the last 3 years along with Annexure-3 4. An affidavit for not being blacklisted Annexure-4 5. A self certificate/declaration as per Annexure-5 6. Action plan in terms of number of skill development centers and courses and likely number of youth to be trained and time needed for setting up the centers as per Annexure-6. 7. Course Curriculum <p>The Managing Director, RSLDC reserves the right to accept or reject any proposal without assigning any reasons, what so ever. The decision of RSLDC shall be final and binding on the organizations/ institution/ promoter. For further details, interested organizations/ institution/ promoter may contact RSLDC on the above mentioned address, contact number 0141-5103164/5103249/5104136 Email: thstp.rslde@gmail.com</p>
8.	Mechanism for approval of the Project	<ol style="list-style-type: none"> i) Desk Appraisal and evaluation of the proposals ii) Presentation of the shortlisted applicants iii) Issuance of Sanction Order iv) Signing of MoU
<p>Note:</p> <ol style="list-style-type: none"> 1. RSLDC reserves the right to amend courses and guidelines from time to time. 2. The RSLDC has full powers to decide about the number of candidates to be trained in a particular course. Its decision will be binding on all organizations submitting the proposals. 		

Checklist for proposals to be submitted in response to Expression of Interest (EoI) to undertake the Project of Livelihood Enhancement (Self or Wage Employment) of Youth under the Scheme of Training Programme for Traditional and Heritage Skill Development

S. No.	Document Description	Page Number
1.	Covering Letter as per Annexure-1 of EoI document	
2.	Applicant details as per Annexure-2 of EoI document.	
3.	Applicant Financial Details for last 3 years as per Annexure-3	
4.	A copy of TIN number /PAN card and photocopy of bank pass book indicating balance status as on 31 st March 2016.	
5.	An affidavit for not being blacklisted as per Annexure-4 of EoI Document	
6.	Self Certificate/declaration as per Annexure-5 of EoI Document regarding <ul style="list-style-type: none"> I. To set-up Skill Development Center(s). II. To arrange sufficient space, furniture, equipment, tools, training aids, raw material, electricity, water supply and other essentials required for imparting training to youth in the proposed course(s). III. To hire/engage competent and eligible trainer(s) or work as trainer, to undertake training in the proposed courses. IV. To install GPRS enabled biometric thumb impression machine for daily attendance (coming & going), which has to be compatible with MIS system of RSLDC and provide other information required by RSLDC. 	
7.	Action plan as per Annexure-6 of EOI Document	
8.	Copy of EoI Document with sign and seal of Secretary/ Authorized Representative/promoter on each page of EoI document	

For and on behalf of:

Signature:

Name:

Designation:

(Organization Seal)

(Authorized Representative and Signatory)

Date:

The Covering Letter is to be submitted by Secretary/ Authorized Representative/ Promoter of the organization/ institution on organization/ Institute's Letterhead with his/her dated Sign and Seal

To

Managing Director
Rajasthan Skill and Livelihoods Development Corporation,
EMI Campus, J-8A, Jhalana Institutional Area, Jaipur-
302004 Phone: +91-(0141) 5103164/5104136
Fax: +91-141-5103246

Sir,

Sub: Empanelment for the project of Livelihood Enhancement (Self or Wage Employment) of Youth under the Scheme of Training Programme for Traditional and Heritage Skill Development

Please find enclosed herewith our Proposal in respect of the Empanelment for the project of Livelihood Enhancement (Self or Wage Employment) of Youth under the Scheme of Training Programme for Traditional and Heritage Skill Development, in response to the Expression of Interest (EOI) Document issued by the Rajasthan Skill and Livelihoods Development Corporation (RSLDC).

We hereby confirm that:

The proposal is being submitted by _____(name of the Organization/ Institution/ Promoter's) who will be the Training Provider, in accordance with the conditions stipulated in the EOI.

1. We have examined in detail and have understood the terms and conditions stipulated in the EOI Document issued by RSLDC and in any subsequent communication sent by RSLDC. 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 RSLDC.
2. 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 RSLDC will be relying on the information provided in the Proposal and the documents accompanying such Proposal for empanelment of the Training Provider 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.
3. We acknowledge the right of RSLDC 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.

4. We satisfy the legal requirements and meet all the eligibility criteria laid down in the EOI.
5. This Proposal is unconditional and we hereby undertake to abide by the terms and conditions of the EOI and RSLDC guideline etc.
6. 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.
7. We are enclosing DDs towards processing fee as under:

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

This Proposal is made against for the Expression of Interest for empanelment under the Project of Livelihood Enhancement (Self or Wage Employment) of Youth Through Organization of Skill Training Programme under the Scheme of Training Programme for Traditional and Heritage Skill Development, for the following Course (s) (Attach course curriculum):

S. No.	Name of Course

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:

(Organization Seal)

(Authorized Representative and Signatory)

Date:

Annexure – 2: Organisation/institution/promoter's Detail

**Declaration by Secretary/ Authorized Representative/ Promoter of the organization/
institution on organization/ Institute's Letterhead with his/her dated Sign and Seal**

S. No.	Description	Details
1	Name of the organization/ institution/promoter, address with phone number	
2	Traditional and Heritage Skills practicing	
3	Awards/ recognition received, if any	
4	Name of the contact person and phone number	
5	Nature of organization/ institution (Educational/ training institution/ commercial enterprise/ NGO etc.), attached copy of relevant document.	
6	Name of Registering Authority	
7	Registration Number	
8	Date of Registration	
9	Place of Registration	
10	PAN Card Number/TIN Number, if applicable	
11	A copy of bank pass book indicating balance status as on 31 st March 2016	
12	Any other details	

For and on behalf of:

Signature:

Name:

Designation: (Organization Seal)

(Authorized Representative and Signatory)

Date:

Note: Please provide copy of the certificate from the authorized signatory authority as given below:

- If Proprietorship Firm
 - o Copy of Certificate of the Proprietorship duly certified by a Chartered Accountant.
 - o Copy of trade license/sales tax registration/IT registration
- If Partnership Firm
 - o Copy of Registered Partnership Deed /Certificate of the Partnership duly certified by a Chartered Accountant.
- If Public/ Private Limited Company

Annexure – 2: Organisation/institution/promoter's Detail

- o Copy of Registration/Incorporation Certificate and Memorandum and Articles of Association.
- If Society / Trust / Association
 - o Copy of Registration Certificate and Bylaws of Society / Trust / Association.
- If Institutes offering Degree/Diploma/Certificate programmes
 - o Copy of Registration Certificate and Bylaws/MoA of Society / Trust / Association/ Company incorporated under section 25 of company's act.
- If Promoter
 - o Copy of Certificates/documents of recognition of State/National/International level.
 - o Self declaration/Certificate regarding individual's work should be devoted to programme which deals with protection/promotion of traditional and heritage skills, and is active and operational continuously in the State for the last two years on the date of application.

Annexure – 3: Financial Details

**Declaration by Chartered Accountant on his/ her Letterhead with registration number, dated
Sign and Seal**

To whomsoever it may concern

On the basis of audited financial statements, we hereby certify that M/s Entity/promoter name ,
having office (if any) at Office address , the details of annual turnover mentioned below are
correct.

Note: Audited financial statements for the past three years should be submitted by the Training
Provider.

S. No.	Financial Year (Last Three Years)	Annual Turnover (INR)
1	2013-14	
2	2014-15	
3	2015-16	

Chartered Accountant:

Signature

Name

Registration No.

Contact No.

Seal

Date:

Annexure - 4: An affidavit for not being blacklisted

An affidavit on a non-judicial stamp paper of INR 10/- by Secretary/ Authorized Representative of the organization / Promoter / institution on organization/ Institute/promoter's Letterhead with his/her dated Sign and Seal

AFFIDAVIT

We, M/s Entity/promoter name , having its office at Office address , do hereby declare that the organization/ institute/ promoter hasn't been blacklisted/ debarred by any donor agency/ State Government/ Central Government authority for breach on our part.

For and on behalf of:

Signature:

Name:

Designation:

(Organization Seal)

(Authorized Representative and Signatory)

Date

Annexure - 5: Self Declaration

Declaration by organization/institution/promoter on his/ her Letterhead with registration number, dated Sign and Seal

To whomsoever it may concern

On the basis of registration document/certificates, we M/s Entity/promoter name , having office (if any) at Office address , hereby give our consent for following as per norms of RSLDC (As amended from time to time):

- I. We will set-up training center(s).
- II. We will arrange space, furniture, equipment, tools etc. required for imparting training.
- III. We will hire trainers in the proposed skills in which it intends to impart training.
- IV. We will install GPRS enabled biometric thumb impression machine for recording attendance.

For and on behalf of:

Signature:

Name:

Designation:

(Organization Seal)

(Authorized Representative and Signatory)

Date

Annexure - 6: Annual Action Plan

**Declaration by Authorized Representative and Signatory on
Organisation/institution/Promoter's Letterhead with his/her dated Sign and Seal**

S.No	Year	District	Number of SDC (Skill Development Centres)	SDC Location	SDC wise Course (s)	Resi denti al/N R	Total Number of Batches	Number of Candidate to be trained (Min 8 and Max 20 Per Batch)

For and on behalf of:

Signature:

Name:

Designation:

(Organization Seal)

(Authorized Representative and Signatory)

Date