

## MINUTES OF PRE-CONSULTATION MEETING

EOIs were invited from the consultancy firms for the assignment namely as “**Hiring of Job Placement agency/firm for placement support to pass-out trainees of Govt. ITIs located in Garhwal Region(Uttarakhand)**” vide procurement notice published on different newspapers on dated 06.04.2021. A pre-consultation meeting was held on dated 16.04.2021; 1100 Hrs. at SPIU, Govt. Girls ITI campus, 26, EC Road, Near Survey Chowk, Dehradun.

The following members were present in the meeting from the Employer/Purchaser:

S.No	Name of the Officer	Designation	Organization
1.	Mr. Avnish Jain	Project Coordinator	SPIU, UKWDP, Dehradun
2.	Mr. Rohit Fartiyal	Consultant-ID	UNDP (PMC)
3.	Mr. Prasoon Pandey	Consultant-P&CM	UNDP (PMC)

The following representatives participated in the Pre-consultation meeting:

S.No	Name of the Consultant	Organization	Remarks
1.	Mr. Jitender Singh	Focal Skill Development Private Ltd, Gurugram	Attended Physically
2.	Mr. Anish Chauhan	Ascent Academy of Training & Development Private Ltd , Dehradun	Attended Physically

The SPIU’s response to the queries received on mail and queries discussed in the meeting are mentioned as below: -

Sl#	Section	EoI Text	Query	SPIU Reply
1.	Page No. 6 under Annexure 3 of Evaluation Criteria, Point No. 3:	The Firms must have placed at least 1000 graduates from ITIs/ Polytechnics during the last one years in similar trades (as per list enclosed in Annexure-2), in different organizations/ Industries till the last date of submission of the EOI.	<p>We request you to kindly consider the placement credentials/data for the last <b>three years</b> as the previous year placement outcomes have been significantly affected by COVID situation</p> <p>Further we request you to consider all the programs undertaken/implemented by the agency like ITI/ Polytechnic/ Graduates/ Vocational/Skill Development trainings for placement criterion.</p> <p><b>Suggested Revision:</b> The Firms must have placed at least 1000 graduates from ITIs/ Polytechnics/</p>	The firm must have placed at least 1000 graduates/pass-outs from ITIs /Polytechnics <b>/Vocational/Short-term skill trainings during last 2 years (i.e. FY 2019-20 &amp; 2020-21) in similar trades</b> (as per list enclosed in Annexure-2), in different organizations/ Industries till the last date of submission of the EOI.

			<p><b>Graduates/ Vocational/Skill Development trainings</b> during the last <b>three</b> years in similar trades (as per list enclosed in Annexure-2), in different organizations/ Industries till the last date of submission of the EOI.</p>	
2.	<p>Page No. 10 under Point No. VI Funding Mechanism and Payment schedule, sub point no. 5:</p>	<p>Placement agency furnishes placement document of placed Trainees</p>	<p>Please specify the placement documents required to furnish</p> <p>Suggestion: We request you to kindly consider the any of the following as the placement proof documents of the candidates.</p> <ul style="list-style-type: none"> <li>· Placement offer letter (individual or group offer letter issued by employer)</li> <li>· Selection Email from Employers ((individual or group selection email issued by employer)</li> </ul>	<p>Any document that is issued by the employer directly to the candidate can be considered as placement document e.g. Offer Letter, Salary slip etc.</p>
3.			<p>Please specify the placement verification documents to be furnished by the agency for verification of final tranche of payment.</p> <p>Suggestion: We request you to kindly consider the any of the following as the placement proof documents of the candidates.</p> <ul style="list-style-type: none"> <li>· Placement offer letter (individual or group offer letter issued by employer)</li> <li>· Selection Email from Employers ((individual or group selection email issued by employer)</li> <li>· Salary slips (3 months)- (individual or for group of selected trainees)</li> </ul>	<p>Please refer S.No-2</p>

4.			<p>There are many cases when the student refuse to join the job even after selection. This has high probability in case of female students and in current scenario due to fear from COVID situation. In such cases the effort of the placement Agency in getting the selection of the candidate in the job should not be neglected or ignored</p> <p>Therefore, we request that, in case of student is not willing to join after selection by the firm due to his/her personal reason, the agency should be paid complete placement charges.</p> <p>An undertaking from the student stating his inability to join the job due to his personal reasons should be allowed as support document in such cases.</p>	<p>Payment shall only be made when the GITI pass-outs joins the offered placement opportunity.</p>
5.			<p>The placement agency should be allowed to train/ Skill/ Upskill the candidates on industry required /Domain skills along with employability soft skills. The placement agency should be allowed to align the cost of the skilling / upskilling of such training from other govt. supported or CSR programs</p>	<p>Firm can proposed this feature in the methodology part at the RFP stage.</p>
6.			<p>Is the Placement Agency role confined to facilitating jobs for the 14 GITIs or is the scope beyond that.</p>	<p>Placement activities will be conducted by the selected firm for all the ITIs in the region but preference will be given to 14 Project ITIs</p>
7.			<p>Will the placement agency be involved in providing short term training programs or confine itself to Employability skills to the ITI pass outs</p>	<p>As per the assignment the selected firm will take up placement activities for ITI pass-outs The firm also needs to impart Pre-employability skill</p>

				trainings to GITI Pass-outs prior to placement activities.
8.			Can we participate in this program as a consortium of 2 or more companies in similar activity	Consortium is not allowed for this assignment
9.			We request you to kindly share us the Pre-Bid Meeting details to be part of the program.	MoM will be issued at <a href="http://www.uksdm.org">www.uksdm.org</a>
10.			Placing Pass out Trainees from Where & when ( ITI or training by Placement Agency) ?	GITIs pass-outs YR 2021 (who's exams have been conducted in Mar/Apr 21')
11.			What will be incentive Amount for placement , provide to placement agency	<p>a). After the evaluation of EOIs, maximum 6 shortlisted firms will be issued RFP.</p> <p>b). Based on the technical &amp; financial proposal submitted by the firms RFP will be evaluated.</p> <p>c). Only one firm will be selected based on the technical &amp; financial score evaluation.</p> <p>d). Incentive amount for placement will be payed per candidates based on the quoted lump sum cost (FIN 3 &amp; FIN 4) by the selected firm.</p> <p>Incentive amount per candidate  <math display="block">= \frac{\text{Lump sum cost (FIN 3 \&amp; 4)}}{\text{Total pass-out target allotted}}</math></p>
12.			Time Period and Criteria of Monitoring is what?	The assignment is for 12 Months. Monitoring will be done by the officials of SPIU\Staff of DSDE\ the GITI Principals

13.			<p>Step 3 which type of training provided to him? , Training Duration /Time, Trade of training? Step 6. What Type of placement documents require for get the 70% placement incentive? How many time Placement verifications happen? Who will be Placement verification Agency? 1- Government or Private. If Placement Verification done by private agency then agency Appointed or under process?</p>	<p>Pre employability trainings includes soft-skills, interview skills, Professional networking, Social media skills etc. minimum duration of trainings - 60 Hrs.</p> <p>Any document that is issued by the employer directly to the candidate can be considered as placement document e.g. Offer Letter, Salary slip etc.</p> <p>Placement verification will be conducted after the placement of the candidate(s) are confirmed by the firm to the SPIU along with the proof of placement , After the receipt of the placement details ,a third party (nominated by SPIU)\officials of SPIU\Staff of DSDE\ the GITI Principals will verify the placement record submitted by the firm.</p>
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