

**MINUTES OF PRE-PROPSAL MEETING HELD FOR SHOT TERM SKILL TRAINING PROGRAM TO BE IMPLEMENTED FOR UKWD PROJECT**

<b>Project Name:</b>	UKWDP		
<b>Date of Meeting:</b>	30-6-2021	<b>Time:</b>	11:00 am
<b>Meeting Facilitator:</b>	Uttarakhand Skill Development Mission	<b>Mode / Location:</b>	Virtual via Zoom SPIU Office, Woman ITI, Dehradun 248001(UK)

<b>Meeting Objective</b>	Pre proposal meeting for short term training of UKWPD project.
<b>Attendees</b>	UKSDM Official with 72 Private Training Partners

S.No	Query	SPIU Response
1.	It is directed to supply the Curriculum Vitae of Key Expert in a desired format having part and parcel of RFP. However, kindly clarify as to whether the Curriculum Vitae of Key Expert in desired format is only required or it has to be accompanied with ones' standard Resume.	CV of Key expert are to be submitted in prescribed format only.
2.	It is mentioned that the Financial Proposal shall be comprises of FIN 1,2,3 and Statement of Undertaking. However at same place it is given that the same in Not Applicable, ergo, explain the same.	Financial proposal is not required to be submitted the RFP document doesn't ask for financial proposal.
3.	Please advise if the power of attorney shall be on stamp paper or company letter head?	Power of Attorney shall be on Rs 100 Stamp paper notarized (original)
4.	Format for Power of Attorney not available	No pre-set format/form PTP can frame it by himself covering the desired information .
5.	For infrastructure purposes, Is the Training Provider allowed to set up Skill Centre in industry premises ?	Yes, the centre should be SMART Accredited and within the region for which the targets have been allocated.
6.	Is TP allowed to administer residential mode ?	No
7.	Each TP is asked to quote for two districts and two job roles. Then why do we require total 7 faculty experts? If there are not 7 faculty expert then total score does not upto total 100 marks?	(1)In the RFP we have asked for Maximum 7 job roles. The TP may provide the choice of training centers in all districts of the region (Garhwal / Kumaun) (2) Yes if the TP is not opting for 7 job roles , then the total score shall not add up to 100 marks.
8.	Mobilization and training completion will take at least 6 months for 400-500 Hrs job roles. Further, assessment and certification will also take around 1 month of time period. Therefore, completion of training, assessment and certification of candidates by 28th February 2022 seems to be unviable time line for the project. It is requested to provide minimum one year for the project implementation and completion from project commencement date.	1. Targets which shall be allotted to the selected TP's shall be up to 28-2-2022. After this the fresh targets may be allotted based on the performance of the TP or fresh EOI may be floated. 2. In case of running batches as on 28-2-2022 extension shall be provided to them as per the norms predefined post allocation of targets.
9.	Ensuring 50% certified trainees will be female, would be very challenging during the COVID time, when parents have their limitations to send their daughters for Job. There are many cases when the female trainees 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	No relaxation in the said criteria can be allowed as 50% certification of female is a preset condition set by World Bank.
10.	May we request you to kindly advise the guidelines regarding project, centre/lab specifications, trainer certification, attendance etc.	SMART guidelines to be followed.
11.	Do we have to provide Key Expert Details along with technical proposal?	Yes
12.	Can we provide our preference Job Roles Sequence?	No
13.	Form Tech 5 Kindly clarify what all deliverables are required	Deliverables are to be as per the skilling ecosystem
14.	TP can choose 7 Job Roles from minimum 3 groups or lesser job roles	No
15.	It is categorically mentioned that the TP has to ensure 30% qualified ST & SC	30% qualified ST & SC candidates criteria

	candidates at the completion of target entrusted .which is very much higher side keeping in view the state caste population distribution.	has been relaxed to 20 - 25% range.
16.	It is given that maximum 7 job roles can be selected by a TP, however, contrary above, it is subsequently reproduced in later –part that the TP has to select 7 job roles from 7 groups ..	PTP has to select maximum 7 job roles from seven Groups (one Job Role from each group).
17.	It is also requested to allow TP to add or select other Job roles of given Sectors/SSCs for which skilled manpower are required by Industry.	No
18.	It is not possible to identify and hold/retain a ToT certified Trainer for 2-3 months (from project bidding to finally allocation period).	1. PTP can submit details for qualified trainer as per SSC Educational and experience qualifications 2. PTP will make sure ToT certification before commencement of training  Trainer should possess equivalent relevant experience prescribed in Model Curriculum & Content for trainers by respective Sector Skill Council
19.	It is requested to allow TP to establish Training Center in Industry clusters outside Uttarakhand to ensure better placement opportunities and Industry participation during the training, OJT and Placement processes.	No, PTP needs to establish centre's within the geographical precincts of the region in which targets have been allocated.
20.	It will be very difficult to identify/find building for TC setup for running 7 Job roles (7 Lab abd 7 Classrooms + other Infra of the TC) in one building for training center.	There is no limit/restriction in number of job roles that should be run in a centre. This can vary from 1 to 07 depending on the size, geographical location etc of the centre
21.	Kindly confirm if the date 28th Feb, 2022 to complete training activities as written on page 83 Annexure I [Point e] will be applicable.	Response given at S. No 8
22.	Documents of the Experts and non experts need to be attached or we just have to submit their CV?	Yes all documents needs to be submitted along with the prescribed CV format.
23.	Page no 24 point no 17.4 TP submit 3 copy of proposal one original and 2 copy and soft copy of hole proposal or only tech form.	one (1) original Hard Copy & one (1 ) soft copy in pen drive.
24.	Requesting format for district wise center Proposed details	Format can be created by PTP as per proposed Job roles/locations on its organization letter head.
25.	Can we establish multiple centers in one district.	Yes
26.	Assume if we want to run any one Job role in two district then in Staff details we have to fill 2 trainer details.	Yes
27.	We are a section 8 companies, Have we to provide Power of Attorney.	Yes
28.	Is Tech-2 & Tech -3 required to be submitted along with the RFP	Yes kindly refer Page No -30 of RFP for clarification on content for Tech-2 & 3
29.	It is unconditionally mentioned that in case of JV either all or any lead member will sign the documents and in that case a POA shall be given to signing person be attached with said document.	Joint venture is not allowed.
30.	It is mentioned that UKSDM will provide Skill/ SMART Portal and ABES Support. However, the registration at SAMRT is a time consuming process hence it shall be reconsidered.	UKSDM shall facilitate PTP in SMART accreditation process wherever required. Provided the TP fulfills all the requirements as per SMART guidelines.
31.	Can the profiles like Mobilization/Placement expert/MIS expert/Soft skill expert shared amongst centres/districts based on geo-graphical/logistical?	No
32.	Request to share modern curriculum for job roles along with equipment List & Trainers qualification	Mission will share the same via Google drive to all PTP's

**It is reiterated that the last date for submission of proposal is 12<sup>th</sup> July 2021 5:00PM to whom the RFP document has been issued**