

**State Urban Development Agency (SUDA),
Directorate of Urban Development, Uttarakhand**
E-mail: nulmsudauk@gmail.com, Website: www.udd.uk.gov.in

No. 409/सूडा/DAY-NULM-EST&P/RFP/2018-19

Date: 30.06.2018

EXPRESSION OF INTEREST

State Urban Development Agency (SUDA), Directorate of Urban Development, Uttarakhand intends to empanel Skill Training Institutes/ Agencies as Skill Training Providers (STPs) under EST&P component “**Utthan**” of DAY-NULM for the year 2018-19 & 2019-20. The Institutes/Agencies shall impart skill training to the unemployed & under employed Urban poor at Urban Local Bodies & will provide minimum 70% (50% in wage employment and 20% in Self Employment) placement to the trained candidates.

Interested agencies those having their registered office in Uttarakhand may submit their proposals with details in the format enclosed, along with **documentary evidences** of similar nature of work accomplished & number of trained candidates placed in the companies on the said assignment, and Available/ proposed Infrastructures (movable & Immovable), Manpower (Professionals & Non-professionals) as per concerned SSC/MES norms, Tie-up with the Companies for placement & capacity to place number of Candidates for the current assignment.

Interested training partners may submit complete proposal as per format in all respect and delivered to the undersigned by registered post/ speed post only to State Urban Development Agency (SUDA), Directorate of Urban Development, Uttarakhand, **31/62, Rajpur Road, opp. Sai Institute, near pine hall school, Dehradun** on or before **25.07.2018** up to **04:00 P.M** in a sealed envelope with clearly mentioning on the top of it.

“Expression of Interest (EOI) For Empanelment of Training Partners for- “Employment through skill Training & Placement “Utthan”- 2018-19” along-with Demand Draft of ₹ 5000.00 in favour of Director, SUDA, DAY-NULM, payable at Dehradun as non refundable processing fee. Complete document/ details of EOI, eligibility criteria, process etc may be downloaded from the department website- www.udd.uk.gov.in.

The State Mission Director (DAY-NULM) reserves the right to accept or reject all or any of the proposals and terminate the selection process without assigning any reason thereof.

If any query regarding EOI kindly contact on below mentioned numbers-

7533907966, 7017814015, 7533907333, 7533907909

Sd/

**State Mission Director
(DAY-NULM)
Uttarakhand**

EXPRESSION OF INTREST (EOI)

**For Empanelment of Skill Training Partners
Under
EST&P-“UTTHAN”**

**Deen Dayal Antoydaya Yojna -
National Urban Livelihood Mission
(DAY-NULM)-2018-19**

**STATE URBAN DEVELOPMENT AGENCY (SUDA)
31/62, RAJPUR ROAD, DEHRADUN
UTTARAKHAND,
PIN 248001**

Phone: 0135-2742885

Website: www.udd.uk.gov.in

E-mail: directorsudauk@gmail.com, nulmsudauk@gmail.com

Schedule of the Empanelment Process

S. No.	Milestone	Date
1	Expression of Interest Document made available to the Training Providers	02 July 2018
2	Pre-Empanelment meeting 31/62,Rajpur Road,Dehradun	16 July 2018 Time:- 11:00am
3	Time and date for receipt of EOI (Sealed Envelope)	25 July 2018
4	Date of Evaluation	26 July 2018

Note:- Bids are submitted in hard form by Speed Post/Registered post only, No online submission is permissible.

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1 Introduction

Deendayal Antyodaya Yojna - National Urban Livelihoods Mission is a centrally sponsored scheme designed by Ministry of Housing and Urban Affairs (MoHUA), Government of India. Mission activities are implemented in the state by State Urban Development Agency (SUDA), Directorate of Urban Development, Uttarakhand. The project is being implemented in all 91 ULBs of the state.

The EST&P “**Utthan**” programme aims to provide gainful employment opportunities to urban unemployed or underemployed poor in regional perspective by imparting them three to six months skill development training, free of cost, through reputed Government, Non Government and Private Organizations in potential employment generating trades. Training includes mandatory 60 hours session on computer education, soft skills and entrepreneurship each.

The selected Training Agency/ Organization/ Firm shall be bound to ensure mandatory placement to 50% trained beneficiaries on wages not less than that of the State Government norms fixed for skilled labour and 20% in Self employment. Training Agency/ Organization/ Firm shall also follow-up for the sustenance of placement for 12 months. The eligible beneficiaries would be selected jointly by the Training Agency/ Organization/ Firm and concerned ULB organization through a transparent procedure.

Employment through Skill Training and Placement(EST&P) “Utthan” is a major component under the project. The project aims to impart placement linked skill training to the youth belonging to urban poor category from the mission cities. It is targeted to cover approx. 20,000 youth from the 91 ULBs for Skill Development Training during the FY 2018-19 & 2019-20.

2. Eligibility Criteria

Entities eligible to be the training partner for the empanelment for the ‘Placement Linked Skill Trainings Programmes shall be any **Registered Firms/Society/Trust/Companies, Private universities and technical institutions** having their own training centres and satisfying the following minimum criteria.

SL.	Criteria	Unit	Minimum Requirement
1.	Number of Years of Existence (as on 31st March, 2018)	Years	03
2.	Annual Per Year Financial Standing for last preceding of 03 Years (from April 1st 2015 to March 31st 2018)	Lakhs (Rs.)	10 Lakh per Year

3.	Trainings (for Sector applied) During the period of 1st April 2015 to 31st March 2018)	Nos.	200
4.	Placements (Sector wise) During the period of 1st April 2015 to 31st March 2018	Nos.	100
5	If no experience minimum per year turnover should be > 2 Crore for last preceding 03 years (from April 1st 2015 to March 31st 2018) *	Crore (Rs.)	Minimum Rs. 2 Crore per year
6	Showrooms of Multinational Companies having no experience in training minimum per year turnover should be > 1 Crore for last preceding 03 years (from April 1st 2015 to March 31st 2018) **	Crore (Rs.)	Minimum Rs. 1 Crore per year

*Registered Industries / Organizations with no experience in training and having an annual turnover of at least Rs. 2 Crore per year in last 3 preceding financial years can also apply.

** Showrooms of Multinational Companies such as Adidas, Reebok, Nike, Panasonic, LG etc with no experience in training and having an annual turnover of at least Rs. 1 Crore per year in last 3 preceding financial years and having registration with GST Authorities and Provident Fund Authorities can also apply.

As per Office Memorandum No.K-14014/3/2015-UPA/FTS 12523 Government of India, Ministry of Housing and Urban Poverty Alleviation (UPA Division), New Delhi Dated:-18 February 2016 to directly engage Govt. institutes such as ITI, Polytechnic, colleges and technical universities etc. and Training partners of National Skill Development Corporation (NSDC) .

All above mentioned agencies should have their own registered office in Uttarakhand.

3. Scope of Assignment

3.1 Terms and conditions

- **Empanelment will be for two Years and can be extended as and when required by SUDA. On the basis of performance time period of 2 years or extended period can be minimized or cancelled.**
- Only NSQF (National Skill Qualification Framework) aligned MES (Modular Employable Skill) /SSC (Sector Skill Council) courses to be undertaken. (List Enclosed)
- Tools and equipment should be available as per MES/SSC trade syllabus and meet all space, infrastructure and staff requirements.
- **Training agency will apply for two sectors only in which they have Expertise, sufficient infrastructure & manpower. More than 2 sectors will be allowed/permissible only after such physical verification which directorate find fit.**
- For fresh entrants to the job market, the training duration to be minimum 200 Hrs. (including practical and/or on the job training) except where prescribed by any statute or as per MES/SSC guidelines.
- Minimum 60 Hrs. training on Basic Computer Skills-20 hrs. Soft Skills-20 Hrs. and

entrepreneurship-20 Hrs. In case of Basic Computer skills the ratio of computer: trainees should be 1:3.

- Training duration must be of minimum 4 Hrs. per day / 100 Hrs. per month and maximum 8 Hrs. per day with compulsory 30 minutes break (in parts or full).
- Training should not be imparted on Sundays and National Holidays.
- The course duration can be modified as per departmental requirements.
- Establishing placement tie-ups for placement of minimum 50% trainees in reputed Industries/Institution before applying for any batch.
- Mobilization (Training providers will facilitate for mobilization of candidates with the help of Nagar Nigam/Nagar Pallika)
- Structuring the required training inputs including training material, content and curriculum, training infrastructure, assessment methodology etc.
- Third party assessment and NCVT (National Council for Vocational Training)/SSC (Sector Skill Council) certification.
- 70% Placement to be assured compliant to minimum wages.
- In case of self-employment, candidates should have been employed gainfully in livelihood enhancement occupations which are evidenced in terms of trade license or setting up of an enterprise or becoming a member of a producer group or proof of loan (bank statement).
- Post placement counseling and tracking for 12 months.
- Complying with Management Information System.
- Biometric attendance facility must be available in each training center.
- Training partner has to ensure the insurances and other obligations regarding training faculties/staff.
- **IP camera with live streaming must be installed in every training centre.**
- **Agency should have their own training centre, no subletting will be allowed.**
- **Training agency should give an affidavit that if their placement is below 50 % than their First and Second installment paid to them will be recovered by SUDA.**
- **After Inspection by SUDA if any Training centre found any discrepancy regarding Biometric, Trainees and placement, than SUDA will take legal action under IPC against the Training agency.**
- **SUDA reserve the right to cancel the MoU with Training agency without any prior notice.**
- **If any Training agency involve to take fees from any trainee than the training agency will be blacklisted and their First and Second installment paid to them will be recovered by SUDA.**

3.2 Training Fees

The Training Fee shall be inclusive of all costs including Training Infrastructure, training material, Tool Kit, Dress, Issue of ID Cards, biometric attendance, Exposure visit, certification and mobilization charges etc., and shall be agreed for each course under each sector.

The hourly rates shall be inclusive of cost components such as:

1. Mobilization of candidates
2. Post-placement tracking/monitoring
3. Curriculum
4. Placement expenses

5. Trainers' training
6. Equipment
7. Amortization of Infrastructure costs/Utilities
8. Teaching Aid
9. Raw material
10. Salary of trainers

3.3 Training Curriculum

Modular Employable Skill (MES)/Sector Skill Council (SSC) guidelines shall be followed for training curriculum and duration of training. However training with additional Modules is also permissible provided proposed additional modules are compatible with the original module as per MES/SSC Guidelines and the same shall help in enhancing the employability of the trained candidates with better salary. **For enquiry MES courses kindly visit www.sdis.gov.in and for SSC courses kindly visit Concerned SSC Website.**

4. Period of Validity of the empanelment

The empanelment will be valid for two years. In special circumstances the services of the empanelled agencies can be extended on physical progress, conduct and work performance. **On the basis of performance time period of 2 years or extended period can be minimized or cancelled.**

5. Certification Process

The Skill Training Provider (STP) in collaboration with State Urban Development Agency (SUDA) will arrange for award of a certificate by a competent authority Skill Sector Council (SSC) / Regional Directorates of Apprenticeship Training (RDAT), Kanpur for each successful candidate undertaking the training under DAY-NULM After the completion of Training. Certification should be provided by an external independent agency.

The candidate undergoing training have to be assessed and certified by National Council for Vocational Training /Regional Directorates of Apprenticeship Training (NCVT/RDAT) in MES modules after assessment.

In case of National Occupational Standards (NOS) module assessment shall be carried out by Skill Sector Council (SSC) and certified by the Skill Sector Council/ National Skill Development Corporation (SSC/NSDC) as per the Modular Employable Skills developed by Ministry of Skill Development and Entrepreneurship, designated certification agencies can be proposed for assessment and certification.

The skill trades identified by the Skill Training Provider should have a standard curriculum designed in accordance with assessment and certification requirements. In other cases appropriate arrangements needs to be done for assessment and certification.

6. Placement and Post Training Support

The STPs shall work towards providing job-placement or setting up of self enterprise for all the successful candidates. It is mandatory for the STPs to provide placement / self employment setup support for minimum of 70% of the successfully trained candidates, inability to do so shall result into suitable penalty and restricting the payment towards the training fee.

7. Other Deliverables

The Skill Training Providers shall be required to track the successful candidates for a period of 12 months after placements.

8. Payment terms and Conditions

Payment to Training Partner shall be made by SUDA as per Clause 3 and Clause 3A of the operational guidelines of Ministry of Housing and Urban Poverty Alleviation dated on 13th July 2017. If the Ministry of Housing and Urban Poverty Alleviation change any operation guidelines of EST&P that will be applicable for all STP's.

9. Support for Uniforms

For candidates undertaking training under EST&P, support for uniforms is permissible up to Rs. 1000/- per candidate in case of a training course having duration of 6 months or less, and Rs. 2000/- per candidate in case of a training course having duration of more than 6 months.

10. Performance Security Deposit

- (i) The Training Partner has to deposit Rs. 50,000/- (Fifty thousand Only.) for each sector as Performance guarantee Deposit, in the form of Bank Guarantee having validity for 24 months from the date of MoU drawn in favour of "Director, State Urban Development Agency" payable at Dehradun at the time of executing the MoU. This bank guarantee amount will be refunded to the successful bidder after completion of the contract.
- (ii) The State Government Institutes of Uttarakhand are exempted from payment of Performance guarantee Deposit.

11. Assessment & Certification cost

- (i) The cost towards certification of trained candidates will be paid as prevailing MES rates under SDIS.
- (ii) The Cost for third-party Assessment of trainee charged by Sector Skill Council reimbursement of one-time assessment cost, based on actual not exceeding Rs. 1500/- per trainee.

12. Residential Training

- (i) Nonresident trainees of the Cities where training is being conducted will be offered a residential allowance as per table below-

X category cities	Rs.300 per day (No cities of Uttarakhand)
Y category cities	Rs.250 per day (Dehradun city)
Z category cities	Rs.200 per day (all other cities of Uttarakhand)

- (ii) The said allowance will directly be credited to the trainees' bank account.

13. Details of Training Provider

Training providers willing to get empanelled with SUDA abiding above terms and conditions are requested to indicate their interest and capability in providing the services.

Interested agencies must provide the following information with supporting documents substantiating that they are qualified to perform the services:

- Number of year of existence with supporting documents.
- Minimum annual turnover of Rs.10 lakhs for last three preceding years (per year).
- Minimum annual turnover of Rs. 2 Cr. (per year for last 3 years – for applicants with no experience only) or more during the last three preceding Financial Years.
- Minimum annual turnover of Rs. 1 Cr. (per year for last 3 years – for applicants with no experience only) or more during the last three preceding Financial Years(for Showrooms of Multinational companies).
- Income Tax Return- Acknowledgement copy.
- Turnover – Please annex audited copy of profit & loss or income and expenditure along with balance sheet.
- Training experience supported by valid documents. (Work orders)
- Placement experience supported by valid documents. (Joining Letters).

Short listing will be done strictly based on the information provided in the formats (Format II, III, V, VI and VII). The agency has to provide supporting documents for credentials claimed in the formats.

The EOI may be delivered to the address given above by **25th of July 2018 till 04.00 PM** in a sealed envelope marked “Expression of Interest (EOI) For Empanelment of Training Partners for- “Employment through skill Training &Placement “**Utthan**”- 2018-19”

Any decision of the Executive Committee will be final.

**FORMAT I:
DETAILS OF THE TRAINING PROVIDER**

Name and Details of the Training Provider and Authorized Representative:	
Name of Organization / Institution/Agency	
Registered / Head Office Address:	
Phones	
Fax	
Mobile	
Email	
Website	
Addresses of Registered office in Uttarakhand: Phone/Fax Mobile No. Email IDs Date of Establishment	
Name of Authorized Representative	
Designation	
Mobile	
Email	

Name of Sectors	

(Company Seal) Signature:

Name:

Designation

(Authorized Representative and Signatory)

**FORMAT-2:
LEGAL CONSTITUTION & NUMBER OF YEARS OF
EXISTENCE**

1. Status / Constitution of the Firm:
2. Name of Registering Authority:
3. Registration No.:
4. Date of Registration:
5. Place of Registration:
6. Legal Constitution of Training Partner:
(Public Limited/Private Limited/Partnership/Proprietorship etc.)

(Company Seal) Signature:

Name:

Designation:

(Authorized Representative and Signatory)

Note: Please provide copy of the registration certificate from the appropriate Registering Authority.

**FORMAT 3:
FINANCIAL STANDING – ANNUAL TURNOVER**

Certificate from the Statutory Auditor regarding Annual Turnover for the preceding 3 Financial Years.

Director

State Urban Development Agency (SUDA)

31/62, Rajpur Road,

Dehradun, Uttarakhand

Based on books of accounts and other published information authenticated by the Firm, this is to certify that (*Name of Training Partner*) have annual turnover of Rs. 10 Lakhs or more during the last three preceding Financial Years. The year wise details are provided below.

The IT returns of

..... (*Name of the firm*) for last three financial years has also been attached herewith for your perusal.

Financial Year ending 31st March	Turnover
2015-16	
2016-17	
2017-18	

Name of the Audit Firm/ Chartered Accountant:

(Signature, name and designation and registration Number of the

Chartered accountant) Date:

Seal of the audit firm:

Note: Please provide certified copies of Audited Financial Statements of the firm for the immediately preceding three financial years. In the case of Printed annual reports certification is not required.

FORMAT 4: Training Center Infrastructure

Location of the Training Center (Use one copy of each center)

District: _____ (Block): _____

Address: _____

Phone: _____ E-Mail: _____

Status: Own/Rented (Enclose Rental Deed / Ownership Document) _____

Theory Room (minimum area 250 sq.ft)		
No. of Rooms	Area (in Sq. Feet)	Room wise sitting capacity
1		
2		
--		
Practical Room(minimum area 250 sq.ft)		
No. of Rooms	Area (in Sq. Feet)	Room wise sitting capacity
1		
2		
--		
Practical Room Equipment		
No. of computer lab with functional Computers (minimum area 250 sq.ft)		
Internet Facility		
Printer & Scanner		
LCD Projector		
Trade Specific Tools & Equipment / Infrastructure		
Common infrastructure: for all trainings		
Other Facilities		
Biometric Attendance Facility		
Safe Drinking Water		
Separate Wash rooms for Boys and Girls		
Electricity (minimum 2 KW)		
Generator / Inverter		
Firefighting equipment		
Parking facility		
Study Material		
Handbooks Related to Course		
Audio Visual Teaching Aids		
Motivational Story Books		
Motivational Movies		
Magazines		
News Papers		

- Note:** - 1. Training Center Infrastructure details may be submitted after signing the MoU.
2. All rooms should be well ventilated and having facilities for light and fan.

FORMAT 5:

1. Details of training courses conducted for Government agencies

No	Name of Agency	Sanction order No & Date	Month and Year of Completion	Total Trained	Total Placed

2. Proposed training plan with preferred cities

No	Name of course	Name of City	Name of City	Name of City	Total

3. Candidates Trained & Placed

Name of Sector	Financial Year	No. of People Trained	Details of supporting Proof provided	No. of Candidates placed on completion of training
	2015-16			
	2016-17			
	2017-18			
	2015-16			
	2016-17			
	2017-18			
	2015-16			
	2016-17			
	2017-18			
	Total			

4. Proposed pool of Human Resource planned to carry out the training as per this EoI Please attach the profile of the faculty members if possible

For and on behalf of:

(Company Seal) Signature:

Name :

Designation :

(Authorized Representative and Signatory)

*Note: Please provide copies of sanction letters or MoU's as details for supporting proof.
Please provide the list of trained and placed candidates with contact number.*

**FORMAT 6:
COMPANY TIE-UPS FOR PLACEMENTS* (Course-wise)**

S. No	Company Name	Employer name, & Contact Number	Number of Trained youth Required	Description for the type of Post & Salary Range	Time period by which the Placement is required
1					
2					
3					
4					
5					

For and on behalf of:

(Company Seal) Signature:

Name :

Designation :

(Authorized Representative and Signatory)

Notes

Please provide separate forms for each sector.

Please provide documentary proof for the claim in the form of a letter of interest from potential employers in the following format: Only placement tie-ups for the FY 2018-19 and 2019-20 shall be considered

शपथ पत्र

(उत्तराखण्ड राज्य के रू0 100 के स्टाम्प पेपर पर)

1. मैं पिता का नाम पता
..... आधार नं0घोषणा करता हूँ कि मेरी संस्था/संस्थान/कंपनी/फर्म ...
..... किसी भी केन्द्र सरकार/राज्य सरकार/अन्य किसी भी विभाग द्वारा ब्लैकलिस्टेड नहीं है। भविष्य में यदि उक्त सूचना गलत पायी जाती है तो विभाग मेरे विरुद्ध कार्यवाही करने हेतु स्वतन्त्र होगा।
2. मेरी संस्था/संस्थान/कंपनी/फर्म द्वारा प्रशिक्षण उपरान्त सर्टिफाईड लाभार्थियों का 03 माह के भीतर कम से कम 50% लाभार्थियों को वैतनिक रोजगार से जोड़ा जायेगा। यदि मेरी संस्था/संस्थान/कंपनी/फर्म द्वारा 50% से कम प्लेसमेन्ट किया जाता है तो मेरी संस्था/संस्थान/कंपनी/फर्म उस बैच को प्राप्त प्रथम तथा द्वितीय किस्त की धनराशि को सरेण्डर कर दिया जायेगा अन्यथा की स्थिति में उक्त धनराशि ब्याज सहित भू-राजस्व की भाँति वसूल की ली जाये तो कोई आपत्ति नहीं होगी।
3. सूडा/सम्बन्धित अधिकृत अधिकारी/कर्मचारी/नगर निकाय द्वारा निरीक्षण के दौरान/उपरान्त या अन्य पुष्टिकृत स्रोतों से यदि बायोमैट्रिक, लाभार्थी, प्लेसमेन्ट गलत/असत्य/भ्रामक पाये जाते हैं तो मेरे तथा मेरी संस्था/संस्थान/कंपनी/फर्म के विरुद्ध लोक प्रतिनिधित्व अधिनियम-1951 एवं अन्य अधिनियमों/शासनादेशों/कानूनों के अन्तर्गत विधिक कार्यवाही किये जाने में अधोहस्ताक्षरी को कोई आपत्ति नहीं होगी।

**Courses offered by the following SSCs will be applicable.
Sector / Trades can be added or removed as per SUDA requirements.**

1. Aerospace and Aviation Sector Skill Council
2. Agriculture Skill Council of India
3. Apparel Made-Ups & Home Furnishing Sector Skill Council
4. Automotive Skill Development Council
5. Beauty & Wellness Sector Skill Council
6. BFSI Sector Skill Council
7. Capital Goods Skill Council
8. Construction Skill Development Council of India
9. Domestic Workers Sector Skill Council
10. Electronics Sector Skills Council of India
11. Food Industry Capacity & Skill Initiative
12. Furniture & Fittings Skill Council
13. Gems & Jewellery Skill Council of India
14. Handicrafts and Carpet Sector Skill Council
15. Health Sector Skill Council
16. Indian Iron and Steel Sector Skill Council
17. Indian Plumbing Skills Council
18. Infrastructure Equipment Skills Council
19. Instrumentation Automation Surveillance & Communication Sector Skill Council
20. IT-ITeS Sector Skill Council
21. Leather Sector Skill Council
22. Life Sciences Sector Skill Development Council
23. Logistics Sector Skill Council
24. Management & Entrepreneurship and Professional Skills Council
25. Media & Entertainment Skill Council
26. Paints and Coatings Skill Council
27. Power Sector Skill Council
28. Retailers Association's Skill Council of India
29. Rubber Skill Development Council
30. Skill Council for Green Jobs
31. Skill Council For Persons with Disability
32. Sports, Physical Education, fitness & Leisure Skills Council
33. Strategic Manufacturing Sector Skill Council
34. Telecom Sector Skill Council
35. Textile Skills Council
36. Tourism and Hospitality Skill Council

NSQF Aligned MES Courses

Sl	Scheme	List of Trades/Job role offered		Duration of Training (hours)	NSQF Level assigned (trade/job role wise)
		MES Course Code	Sector / Course		
1	(MES)	AUR	AUTOMOTIVE REPAIR		
1		AUR 701	Basic Automotive Servicing 2 wheeler 3 wheeler	500	2
2		AUR702	Basic Automotive Servicing 4 wheeler	500	2
3		AUR703	Driver cum Mechanic	600	2
4		AUR704	Bicycle and Tricycle repair	500	3
5		AUR705	Repair & Overhauling of 2 wheelers & 3 wheeler	600	3
6		AUR706	Repair & Overhauling of Chasis systems (LMV & HMV)	600	3
7		AUR707	Repairing of Auto Electrical, Electronic and Air Conditioning System	600	3
8		AUR708	Repair & Overhauling of engine system	600	3
9		AUR709	Auto Body Repair Denting & Painting	600	3
10		AUR710	Basic Car Servicing	1000	3
11		AUR 811	Automotive Service & Repair advance level-1	1000	3
12		AUR812	Automotive Service & Repair advance level-2	1000	3
13		AUR813	Automotive Service & Repair advance level-3	1000	3
14		AUR 714	Driver LMV	600	-
2		BAN	BANKING & ACCOUNTING		
15		BAN101	Accounting	450	3
16		BAN103	Banking Sales Representative	180	3
17		BAN 705	Business Correspondent	500	
18		BAN202	Banking Associate	300	
19		BAN104	Mutual Fund Associate	200	
3		BEA	BEAUTY CULTURE & HAIR DRESSING		
20		BEA701	Beauty Therapy and Hair Styling level-1	500	2
21		BEA702	Beauty Therapy and Hair Styling level-2	500	2
22		BEA703	Integrated Course in Hair, Skin and Make-Up	650	2
23		BEA704	Nail Technology	240	3
24		BEA705	Bridal Make-up Artist	300	2
25		BEA706	Beauty Advisor	220	2
4		SPW	SPA & WELLNESS		
26		SPW 701	Spa Therapy Level-1	600	2
27		SPW 702	Spa Therapy Level-2	480	3
28		SPW 703	Ayurveda Spa Therapist	500	
29		SPW 704	Spa Management	750	
5		CHE	CHEMICAL		

30	CHE101	Safety & General Awareness in Chemical Industry	90	
31	CHE202	Process Attendant Chemical Plant	90	
6	ELE	ELECTRICAL		
32	ELE701	Electrician Domestic	600	2
33	ELE702	Electrician Transmission Line	800	2
34	ELE703	Electrical Winder	600	2
7	IEL	INDUSTRIAL ELECTRICAL		
35	IEL 701	Electrician Industrial	700	3
8	RNE	RENEWABLE ENERGY		
36	RNE 701	Solar electric System Installer & Service Provider	500	3
37	RNE 702	Solar Hot Water system installer (Domestic system upto 2000L)- including servicing	500	
38	RNE 805	Solar PV Technician	600	
39	RNE 703	Manufacturing Assistant - Solar Hot Water system	500	
9	ELC	ELECTRONICS		
40	ELC701	Repair & Maintenance of Domestic Electronic Appliances	520	3
41	ELC702	Repair & Maintenance of Office Electronic Equipment	520	3
42	ELC703	Repair & maintenance of Personal electronic devices	520	3
43	ELC704	Operation & Maintenance of Physiotherapy Equipment	200	3
44	ELC705	Operation & Maintenance of ECG & ICCU Instruments	200	3
45	ELC706	Operation & Maintenance of X-Ray Machine & Dark room Assistance	240	3
46	ELC707	Operation and Maintenance of clinical Equipment	200	3
10	FAB	FABRICATION		
47	FAB701	Arc and Gas Welder	700	3
48	FAB702	TIG Welder	300	3
49	FAB703	CO2 Welder	300	3
50	FAB706	Welder (Repair & Maintenance)	500	3
51	FAB708	Pipe Welder (TIG & MMAW)	300	2
52	FAB209	Sheet Metal Worker (Panels, Cabins & Ducts)	500	3
53	FAB 704	ARC & MIG Welder	250	
11	GAR	GARMENT MAKING		
54	GAR501	Hand Embroider	520	2
55	GAR502	Zig-Zag Machine Embroidery	680	
56	GAR505	Garment Packer/ Ironer/ Fusing Technician	360	
57	GAR504	Industrial Sewing Machine Technician	360	
58	GAR503	Apparel Finisher and Checker	360	
59	GAR506	Visual Merchandising	680	
60	GAR507	Ornamentalist –Bead work for Garments	520	2
61	GAR509	Traditional Embroidery	1040	3

62		GAR510	Zardosi Work	680	2
63		GAR511	Ornamentalist – Hand Work specialist- Applique	520	2
64		GAR512	Ornamentalist – Hand Work specialist- Patch Work	520	2
65		GAR901	Advance Apparel Manufacturing	1040	
66		GAR804	Apparel Manufacturing Technology – Woven	1040	
67		GAR803	Apparel quality assurance & compliance	1040	
68		GAR806	Textile design technology	1040	
69		GAR702	Apparel manufacturing technology- knits(foundation)	520	
70		GAR601	Garment Construction Techniques	500	
71		GAR 516	Tailor (Basic Sewing Operator)	270	3
72		GAR514	Surface Ornamentation Techniques	208	
73		GAR 517	Shirt, Kurta & Safari Making	1200	
74		GAR 518	Trouser and Pyjama Making	1200	
75		GAR 519	Jacket, Jodhpuri & Sherwani making	1800	
76		GAR513	Ornamentalist – Hand Work specialist- Combination of different skills	520	
77		GAR701	Apparel pattern making Basic	520	
78		GAR 620	Jacket, Jodhpuri & Sherwani making (with drafting & Cutting)	600 hrs	
79		GAR 621	Drafting in fabric & Cutting- shirt, safari and kurta	300 hrs	
80		GAR622	Drafting & Cutting - Trouser & Pyjama	300 hrs	
81		GAR 623	Drafting & Cutting - Jacket & Jodhpuri	400 hrs	
12		FAD	FASHION DESIGN		
82		FAD703	Assistant Fashion Sales & Showroom Representative	680	3
83		FAD704	Apparel Ornamentalist Grade I	400	
84		FAD705	Batik Printing Specialist	500	
85		FAD706	Tie and Dye Specialist	500	
86		FAD707	Block Printer	500	
87		FAD708	Accessories Designing	500	
88		FAD901	Advance fashion design	1040	
89		FAD801	fashion design technology	1040	
90		FAD601	Retail Sales Associates	520	
91		FAD701	Software application in fashion design	580	
92		FAD709	Home Furnishing	680	
93		FAD710	Merchandising	680	
94		FAD711	Export Documentation and procedure	680	
13		HOS	HOSPITALITY		
95		HOS701	Cook (General)	520	
96		HOS 702	Cook (Continental)	520	
97		HOS703	Cook (Indian Cuisine)	520	
98		HOS704	Housekeeper	520	
99		HOS705	Hospitality Assistant	520	

100		HOS 709	Food & beverages Service	544	
101		HOS 610	Front office cum receptionist	520	
102		HOS 708	Bartender	520	
14		ICT	INFORMATION AND COMMUNICATION TECHNOLOGY		
103		ICT701	Accounts Assistant using Tally	500	3
104		ICT702	DTP and Print Publishing Assistant	500	3
105		ICT703	Computer Hardware Assistant	500	3
106		ICT 704	Computer Network Assistant	500	3
107		ICT705	BPO- Non Voice	500	3
108		ICT 706	BPO Voice	500	
109		ICT 707	Web Designing and Publishing Assistant	1000	3
110		ICT708	Animation and Multimedia Assistant	1000	
111		ICT 709	Media Developer Assistant	500	
15		MED	MEDICAL AND NURSING		
112		MED101	Bedside Assistant	450	3
113		MED206	Dresser	270	3
114		MED124	Pharmacy Assistant	180	
115		MED126	Yoga Therapist	360	
116		MED133	Health Care Multipurpose Worker	500	
117		MED134	Nursing Aides	500	
118		MED237	Laboratory Assistant	450	3
119		MED242	Laboratory Technician	450	
120		MED143	Assistant Diet Counsellor	500	
121		MED102	Basic of Anatomy & Physiology	300	
122		MED 103	Dietician Assistant	270	
123		MED207	Midwifery Assistant	200	
124		MED208	Operation Theatre Technician	270	
125		MED118	Dental Ceramic Assistant	120	
126		MED121	Dental Mechanic	300	
127		MED122	Optician	120	
128		MED128	Naturopathist- I	360	
129		MED132	Medical Record Technician	450	
130		MED238	Dialysis Technician	270	
131		MED241	Operation Theatre (OT) Technician	270	
16		PLA	PLASTIC PROCESSING		
132		PLA601	Injection Moulding Machine Operations (IMMO)	1200	
133		PLA602	Film Extrusion Machine Operations (FEMO)	800	
134		PLA610	Testing & quality for plastics materials & products (TQC)	800	
135		PLA101	Basic Fitting & Measurement	120	
136		PLA603	Pipe & Profile Extrusion Machine Operations (PEMO)	800	
137		PLA604	Blow & Roto Moulding Machine Operations (BRMO)	1000	

138		PLA609	PVC pipe threading machine operations (PPTMO)	800	
139		PLA611	maintenance of plastics processing machinery (MPPM)	1000	
140		PLA701	plastics mould manufacturing (PMM)	1200	
141		PLA703	CNC lathe programming & operation for plastics industries (CNC-L)	1000	
142		PLA704	CNC milling programming & operation for plastics industries (CNC-M)	1000	
143		PLA605	Plastics Recycling Machine Operations (PRMO)	1200	
17		MAN	PRODUCTION AND MANUFACTURING		
144		MAN 701	Turning	600	3
145		MAN 702	CNC Turning	500	3
146		MAN 703	Milling	600	3
147		MAN 704	CNC Milling	500	3
148		MAN 705	Drafting (Mechanical)	500	
149		MAN 706	Grinding	600	
150		MAN 708	Quality Inspector	500	
18		REF	REFRIGERATION & AIR CONDITIONING		
151		REF701	Repair and Maintenance of Central Air Conditioning Plant	500	
152		REF 702	Refrigeration/ Air Conditioning/ventilation Mechanic (electrical Control)	500	
153		REF 703	Repair and Maintenance of Refrigerator	500	
154		REF 705	Repair & maintenance of Coolers	500	
155		REF 706	Repair and maintenance of Window and Split A.C	500	
19		RET	RETAIL		
156		RET101	Sales Person (Retail)	180	3
157		RET103	Retail Operations	180	3
158		RET104	Sales Person (Door to Door)	180	
159		RET202	Senior Sales Person (Retail)	120	
20		TOY	TOY MAKING		
160		TOY101	Pattern & Mould Maker (Soft Toy)	240	
161		TOY104	Stuffer & Willower (Soft Toy)	150	
162		TOY105	Finisher & Painter (Soft Toy)	180	
163		TOY106	Packer (Soft Toy)	90	
21		CON	CONSTRUCTION		
164		CON 703	Assistant Bar Bender & Steel Fixer	500	
165		CON 705	Assistant Plumber	500	
166		CON 707	Assistant Works Supervisor	500	
167		CON 712	Junior Land Surveyor	500	
168		CON 714	Mason	500	
169		CON 715	Plumber	500	
170		CON 720	Assistant Technician Dry Wall & False Ceiling	500	

171	CON 721	Architecture & Civil 2D Drafting with AUTOCAD	750	
172	CON 731	Glass Fitter	350	
173	CON 701	3D ADVANCED Designer Using ProE	500	
174	CON 702	Assistant Shuttering Carpenter & Scaffolder	300	
175	CON 708	Bar- Bender	500	
176	CON 709	Building Carpenter	300	
177	CON 716	Scaffolder	300	
178	CON 718	Senior Land Surveyor	500	
179	CON 722	Architectural Drafting & Basic 3D Design with AUTODESK REVIT	500	
180	CON 724	3D Visualization in Architecture	500	
22	SEC	SECURITY		
181	SEC101	Personal Security Guard	150	3
182	SEC102	Industrial Security Guard	150	
183	SEC104	Security Guard(General)	150	3
184	SEC205	Security Guard(General) & Personal Security Guard	90	
185	SEC501	Security Guard	300	
186	SEC701	Security Supervisor(General)	500	
23	WOO	WOOD WORK		
187	WOO101	Basic Wood Work	270	2
24	MDA	MEDIA		
188	MDA101	Digital Camera Photography	90	
189	MDA102	Videography	90	
190	MDA103	Mass Communication	180	
191	MDA106	Assistant Video Editor	450	
25	FPP	FOOD PROCESSING & PRESERVATION		
192	FPP 701	Fruits & Vegetables Processing	500	
193	FPP 702	Baker & Confectioner	500	
194	FPP 703	Agro Based Products	500	
195	FPP 704	Pulse Processing and Value Addition	650 including 100 hrs. of soft skill	3
196	FPP 705	Meat and Meat products	500	3
197	FPP 607	Technology of manufacturing Bakery products	350	
198	FPP 609	Processing and preserving Milk & Milk products	315	
199	FPP 611	Processing and Value Addition of Plantation Crops	500 hrs. including 100 hrs. of soft skill	3
200	FPP 612	Food Beverages Techniques	650 including 100 hrs. of soft skill	3
201	FPP 619	Packaging technology of fruits and vegetables	350	
202	FPP 621	Food Packaging and Labelling	500 hrs. including 100 hrs. of soft skill	3
203	FPP 624	Skill Development in Sensory Assessment techniques	500 hrs. including 100 hrs. of soft skill	3
204	FPP 629	RTE,RTC and RTS Food products	500 hrs. including 100 hrs. of soft skill	3

205	FPP 631	Rice Milling	500 hrs. including 100 hrs. of soft skill	3
206	FPP 632	Manufacturing of Extruded products	550 hrs. including 100 hrs. of soft skill	3
207	FPP 634	Oilseeds processing and its By-products Utilisation	650 including 100 hrs. of soft skill	3
208	FPP 635	Microbial Analysis and Food Safety	500 hrs. including 100 hrs. of soft skill	3
209	FPP 636	Operation and Management of Cold Storage	500 hrs. including 100 hrs. of soft skill	3
210	FPP 637	Food Industry By- Products and Waste Utilisation	600 hrs. including 100 hrs. of soft skill	3
211	FPP 638	Wheat Milling	650 including 100 hrs. of soft skill	3
212	FPP 623	Food Supply Chain Management	350	
26	LEA	LEATHER & SPORTS GOODS		
213	LEA104	Leather & Sports Goods Maker	480	
214	LEA106	Leather Footwear & Sports Shoes Maker	960	
215	LEA209	Leather Goods Salesman	240	
216	LEA101	Leather & Rexene Goods Maker	240	
217	LEA111	Leather Footwear Machine Operators(Closing)	240	
27	AGR	AGRICULTURE		
218	AGR129	Landscaping and Floriculture	300	
219	AGR137	Vermiculturing & Vermicomposting	300	
220	AGR132	Mushroom Cultivation	300	
221	AGR135	Medicinal Plant	300	
222	AGR140	Entrepreneurship Development in Agri Business	480	
223	AGR 139	Jaggery Producer	230	
224	AGR 602	Plant Tissue Culturist	250	
225	AGR 140	Self Propelled rice Transplanter Operator	265	
226	AGR 603	Soil Testing Technician	360	
28	TRV	TRAVEL & TOURISM		
227	TRV 705	Tourism & Travel Executive	520	
228	TRV 601	Ticket Reservation Assistant	520	
229	TRV 703	Tour Agent and Travel Operator	520	
230	TRV 602	Tour Assistant	520	
29	COL	COURIER & LOGISTICS		
231	COL103	Driver cum Courier	180	
232	COL104	Office Assistant	300	
233	COL109	warehousing operator	160	
234	COL102	Courier	120	
235	COL205	Operation Supervisor/ Executive	240	
236	COL110	Despatch operator	160	
30	INS	INSURANCE		
237	INS101	Insurance Sales Advisor	150	3
238	INS203	Senior Sales Person (life Insurance)	250	
239	INS104	Insurance Sales Associate	480	

31		FRS	FIRE AND SAFETY ENGINEERING	-	-
240		FRS101	Assistant Fire Operator	300	
241		FRS202	Fire and Rescue Operator	300	
32		BSC	BUSINESS & COMMERCE	-	-
242		BSC 102	Junior Marketing Associate	480	3
243		BSC 103	Junior Human Resource Associate	480	
244		BSC 101	Small Office/ Home Office Coordinator	480	
245		BSC 104	Junior Finance associate	480	
33		MAM	MATERIAL MANAGEMENT	-	-
246		MAM 104	Assistant Storekeeper	300	
247		MAM 101	Store Attendant	180	
248		MAM 103	Finish Goods Keeper	160	
249		MAM 507	Logistic Management Associate	400 hrs including 100 hrs. of soft skills	
34		SPG	TEXTILE –COTTON SPINNING		
250		SPG701	Draw Frame Tenter	500	3
251		SPG 702	Sliver Lap & Ribbon Tenter	500	3
252		SPG 704	Ring Frame machine operator	500	2
253		SPG 705	Open end Machine Tenter	500	2
254		SPG 706	Card Tenter-High Speed/ Super high speed cards	500	3
255		SPG 707	Speed Frame Machine Operator	500	2
35		WDG	TEXTILES – WINDING		
256		WDG 701	Winder – Automatic Winding machine	500	3
257		WDG 702	Yarn Packer – Carton packing	400	2
258		WDG 703	Fitter – Manual Winding	600	3
259		WDG704	Fitter – Automatic Winding	600	3
36		WPN	TEXTILES – WEAVING PREPARATION		
260		WPN 705	Warper- Sectional Warping	400	2
261		WPN 706	Warper- Beam Warping- Super High Speed	400	2
262		WPN 707	Front Attendant- Multi Cylinder Sizing	500	2
37		WVG	TEXTILES – WEAVING		
263		WVG 709	Weaver – 4 looms- Plain Power loom	500	3
264		WVG 710	Weaver – Auto loom	500	3
265		WVG 711	Weaver – Dobby loom	500	3
266		WVG 712	Weaver – Shuttleless Rapier Looms	500	3
267		WVG 713	Weaver – Shuttleless Gripper/ Projectile looms	500	3
268		WVG714	Weaver – Shuttleless Air Jet looms	500	3
269		WVG 715	Weaver – Shuttleless water jet looms	500	3
270		WVG 716	Loom Fitter	500	3
271		WVG 708	Warp Dresser for Typing Machine	500	
38		TCP	TEXTILES – CHEMICAL PROCESSING		
272		TCP 701	Effluent Water Treatment plant operator	400	3
273		TCP 702	Hot air dryer operator	500	2

39		AHC	ALLIED HEALTH CARE		
274		AHC103	Geriatric Assistant	240	
275		AHC101	General Duty Attendant (GDA)	240	
40		CEQ	CONSTRUCTION EQUIPMENT		
276		CEQ101	Maintenance Mechanic Mining & Road Equipment	500	
41		GEM	GEM AND JEWELLERY		
277		GEM102	Foundation Course for Jewellery	120	
278		GEM213	Manual Jewellery Design	120	
42		SS	SOFT SKILLS	-	-
279		SS101	Soft Skills for Base Line Staff in Service sector	100	
280		SS102	Spoken English and Communication Skill	180	
281		SS203	Soft Skills for Front Line Assistant	150	
282		SS304	Soft Skills for Supervisors	180	
43		JUT	JUTE SECTOR	-	-
283		JUT107	Jute Drawing Operator	160	
44		JTD	JUTE DIVERSIFIED PRODUCTS SECTOR	-	-
284		JTD205	Designer cum Maker of Fabric Bags	160	
45		PAP	HANDMADE PAPER & PAPER PRODUCTS	-	-
285		PAP101	Manufacturing of Envelopes	80	
46		KNT	TEXTILES – KNITTING		
286		KNT 701	Hand knitter – Flat Knitting	400	
47		BMB	BAMBOO FABRICATION		
287		BMB 705	Bamboo Handicraft	500	
48		FFP	FRAGRANCE, FLAVOUR & PERFUME		
288		FFP106	Solvent Extraction Operator	240	
289		FFP101	Perfume Blender	240	
290		FFP102	Perfumer	240	
291		FFP103	Perfume Tester	300	
292		FFP104	Distillation Unit Operator	240	
293		FFP105	Fractional Distillation Operator	240	
294		FFP107	Aroma Chemical Assistant	240	
49		TLC	TELECOM		
295		TLC101	Telecom DTH Installation Technician	144	
50		CSK	COUNSELLING SKILL		
296		CSK101	Assistant Counselor	200	
297		CSK205	Career & Guidance Counselor	100	
51		GLW	GLASSWARE		
298		GLW 102	Design with Glass	60	
299		GLW207	Glass Toy Making	480	
300		GLW114	Design Applications With Glass Bangles.	120	
301		GLW115	Flame work Technique of glass	180	
302		SES101	Soft Skills	100	

DAY-NULM