

GOVERNMENT OF TRIPURA  
LABOUR DIRECTORATE  
JACKSON GATE, AGARTALA  
Land No- 0381-238-3261, E-Mail- lctripura.agt@gmail.com

No.F. 21(35)-LAB/ENF/CONS/ TRAINING/2015/ 3056

Dated, Agartala, the 13<sup>th</sup> Feb. 2017

**Expression of Interest (EOI) for Skill Development Training Programme in Tripura.**

Expression of Interest (EOI) is hereby invited from eligible training providers/Institutions registered with National Career Service/ DGE&T/ NSDC having adequate knowledge and experience to arrange Skill Development Training in Tripura on selected trades like- *Beauty & Wellness, Construction related work and Wood related work* to the Registered Construction workers and their family members observing the guidelines.

2. Interested training providers / Institutions may submit their application with requisite documents etc. for skill development training programme and should reach the following address and soft copy by email ([lctripura.agt@gmail.com](mailto:lctripura.agt@gmail.com)) on or before 3.00 PM of 28-02-2017. The name of selected training partners will be intimated in due course of time after scrutiny of the proposals.

3. Details may also be had from the Office of the undersigned / at [www.labour.tripura.gov.in](http://www.labour.tripura.gov.in) .

4. Last date & time: - 3.00 PM of 28/02/2017.

  
(S.K. Das) 13/02/17  
Labour Commissioner

**A. Conditions of Eligibility:**

**I. Eligibility criteria of the training partners:**

- i) Department of the states Government/Union Territories, or Autonomous Bodies/ Statutory Bodies/ Public Sector Undertakings set up by Central/State Government/UT Administrations including Central/State Universities or
- ii) Empanelment as training provider from DGE&T
- iii) Empanelment of NSDC
- iv) The Training provider shall arrange the third party assessment after completion of the training.
- v) After successful completion of training the training provider shall register the name of the successful trainees in the National Career Service (NCS) for better placement of the Job Seekers.
- vi) The organization shall have not less than three years experience of organizing Skill training programmes.

**ANNEXURE-I**

**I. ORGANIZATIONAL DETAILS**

1	Name of Organization/Institution	
2	Registered Office/Head Office Address	
3	Phone	
4	Fax	
5	Website	
6	Name of Authorised Representative/ Project	
7	Director	
8	Designation	
9	Mobile & Email	

**II. Details of legal constitution of the organization:**

1	Status/Constitution of the firm	
2	Registration Number	
3	Date of Registration (Date)	
4	Place of Registration	
5	PAN	
6	TAN	

**III. Brief History of the Organization and current nature of Business or activity**

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IV. Prior Experience of training and placement activity of the organization.

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V. Annual Turnover of the organization for the last three years:

Financial Year	Turnover (in Lakhs)	Net Worth (in Lakhs)

VI. Manpower:

a) Please brief details of the existing management team for skill and placement work in your organization education, experience and key achievements of management team members.

Sl. No.	Name	Educational background	Experience in skill training	Other achievements

VII. Explain the overall placement experience of the organization in last three financial years

Name of Training Center	Number of persons skilled by organization in the last two years	Number of the persons received placement in the last two financial years	Name of major employers

IX. Post Placement tracking in place

a) Briefly explain the tracking mechanism you have in place for already trained and placed youth from the organization.

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b) Do you have an online mechanism for post placement follow up? If yes, please provide detail and web link.

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I hereby declare the information provided in this proposal is true to the best of my knowledge. If any information provided above is found to be false, the Labour directorate, Government of Tripura reserves the right to reject the proposal.

Signature  
Name of Signatory:  
Designation:  
Date:  
Location:  
Contact :  
Address:



## ANNEXURE-II

## LIST OF DOCUMENTS

Sl. NO.	Parameters	Documentary Evidence
<b>A. Essential Documents</b>		
1.	Legal Constitution of the organization	Certificate of Incorporation/ Registration/ License under section 25 of the (Indian Companies Act) /Trust Deed in case of Trusts.
2.	Financial Turnover	Audited balance sheet, Profit & Loss Account and Receipt & Payment Account duly certified by an Auditor for the last three financial years.
3.	Existing Management	Team Attach CV's of the management team.
4.	Core training and placement staff	Attach CV's of the Core training and placement Staff.
<b>B. Desirable Documents</b>		
5.	Third Party Certification	Attach proof of third party certification for all Trades
6.	Curriculum and Course Design	Attach proof of certification of the curriculum and activity planners for all proposed trades.
7.	Placement Arrangement	MoU with employers/captive placement Details/ letters from employers on company letterhead not more than three months old.

