EXPRESSION OF INTEREST (EOI)

for

CAPTIVE EMPLOYER UNDER DDU GKY FOR ArSRLM

EOI No. ArSRLM-15022/1/2024-ArSRLM-ASRLM E-191298 /27894

Dated: 27.06.2024



ARUNACHAL STATE RURAL LIVELIHOODSMISSION GOVERNMENT OF ARUNACHALPRADESH

4th Floor Alexander House, VIP Road Itanagar

Email - srlmceo@gmail.com / cooskills.arsrlm@gmail.com www.arsrlm.in

Disclaimer

The information contained in this Expression of Interest (hereinafter referred to as "EOI") document provided to the Bidders/Potential Captive Employer by Arunachal State Rural Livelihoods Mission (hereinafter referred to as "ArSRLM"), or any of the employees or advisors, of bidders, is being provided to bidders on the terms and conditions set out in this EOI document and all other terms and conditions subject to which such information is provided.

The purpose of this EOI document is to provide the Bidders/Potential Captive Employer with information to assist in the formulation of proposals.

This EOI document does not purport to contain all the information each bidder may require. Each Bidders/Potential Captive Employer must conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this EOI document and where necessary obtain independent advice from appropriate sources.

ArSRLM makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the EOI document.

ArSRLM may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this EOI document. All such updations, amendments, and/or supplements shall be duly notified within a reasonable time, as may be deemed fit by the Chief Executive Officer cum State Mission Director (hereinafter referred to as SMD).





GOVERNMENT OF ARUNACHAL PRADESH ARUNACHAL STATE RURAL LIVELIHOODS MISSION **ITANAGAR**



Email- srlmceo@gmail.com/cooskills.arsrlm@gmail.com

www.arsrlm.in

No. ArSRLM-15022/1/2024-ArSRLM-ASRLM E-191298 **Expression of Interest**

Dated Itanagar, the 27th June 2024

Arunachal State Rural Livelihoods Mission (ArSRLM) invites proposal under Deen Dayal Upadhyaya Grameen Kaushal Yojana (DDU-GKY) for Captive Employer in the state of

Arunachal Pradesh for skill training and placement for rural poor youth. The applicant agencies need to adhere to the guideline and SOP laid down by Ministry of Rural Development, GOI

for Captive Employer vide Notification 18/2020 dated 6th Oct' 2020 and DDU-GKY.

Interested and eligible organization may submit their offline (Hard Copy) along with a complete set of supporting documents in covered sealed envelope addressed to The Chief Executive Officer cum State Mission Director, Arunachal State Rural Livelihoods Mission, 3rd & 4th Floor Alexander House, Niti Vihar, VIP Road, Itanagar, Pin Code 791111. The envelope should be super scribed as 'Captive Employer DDUGKY Project Proposal'. While preparing the proposal, latest CNN (Cost Norm Notification) is to be taken into account. The appraisal of the project proposals shall be carries out based on Captive Employer vide Notification 18/2020 dated 6th Oct' 2020.

Further, Potential Captive Employers may keep into consideration below mentioned points before applying;

1. Training will be for residential course only.

2. Training will be provided to Arunachal Pradesh Schedule Tribe (APST) youths only.

Potential Captive Employer may also apply for providing training only to the Special Groups such as PWD, Victims of trafficking, manual scavengers, trans-gender, rehabilitated bonded labour etc.

Important information are as follows:

1	Name of Assignment	To Select a Partner as Captive Employer with ArSRLM under DDU-GKY
2	Download of Request for Proposal Document	01/07/2024 from ArSRLM Official website www.arsrlm.in
3	Last Date of receiving Queries	08/07/2024 at 1700Hrs
4	Last Date for submission of Proposal	12/07/2024 at 1700Hrs.
5	Contact Details	Ruzing Bellai, Chief Operating Officer (Skills). Ph 8119020465 or cooskills.arsrlm@gmail.com Gyati Hassang, Asstt MIS GKY, Ph No 9774892284 or assttmisgky@gmail.com

CEO-cum-State Misson Director, Arunachal State Rural Livelihoods Mission Govt. of Arunachal Pradesh Itanagar

Engagement of Captive Employer under DDU GKY for Arunachal State Rural Livelihood Mission

Schedule for Invitation of RFP

A	EOI Number	No. ArSRLM-15022/1/2024-ArSRLM-ASRLM E- 191298	
В	Name of Services	Captive Employer under DDU GKY for Arunachal State Rural Livelihood Mission	
C	Name of the Client	Arunachal State Rural Livelihood Mission	
D	Address from where the EOI can be obtained	Website: www.arsrlm.in	
E	Address where response to EOI has to be submitted	Address: O/o CEO-cum-SMD, ArSRLM 4 th Floor Alexander House, VIP Road Itanagar, Arunachal Pradesh 791111.	
F	Issue of EOI Document	01.07.2024	
G	Date for submission of Pre- Bid Queries	By 08.07.2024 through email till 1600 hours. Email IDs: srlmceo@gmail.com and a copy to cooskills.arsrlm@gmail.com No queries shall be entertained after 1600 hours sharp of 08/07/2024	
Н	Date of Pre-Bid Meeting	No Pre-Bid Meeting shall be held. Responses to queries shall be emailed to the interested bidders who had submitted queries and the same shall also be published on the website www.arsrlm.in	
		In case the need for a meeting arises, then the same shall be organised through a video conference mode and details of the same shall be shared through an email	
I	Last Date and Time of submission of Proposal	On 12.07.2024 , not later than 1700 hours.	
J	Proposal Screening	17 th July 2024 (Tentative)	
k	Address for communication and Single Point Contact Person (SPOC)	Ruzing Bellai Chief Operating Officer (Skills), ArSRLM Email – cooskills.arsrlm@gmail.com Tel – 8119020465	

Important Points

- 1. The Proposal is to be submitted within the stipulated time on the dates specified above.
- 2. Conditional or incomplete Proposal shall be summarily rejected
- ArSRLM may update, amend or supplement information in this EOI document without assigning any reasons. All such updations, amendments and/or supplements shall be duly notified within a reasonable time.

Sd/(Dr. Sonal Swaroop) IAS
Secretary (RD and PR)
Government of Arunachal Pradesh
Itanagar

Background

The ministry of Rural Development (MoRD) is implementing Deen Dayal Upadhyaya Grameen Kaushalya Yojana (DDU-GKY) with a vision to "Transform rural poor Youth into an economically independent and globally relevant workforce". DDU-GKY is a part of NRLM, tasked with dual objectives of adding diversity to the incomes of rural poor families and cater to the cater the career aspirations of rural youth.

DDU-GKY aims to provide placement to skilled human resource. DDU-GKY occupies a unique position among other skill training programmes, due to its focus on the rural poor youth and its emphasis on sustainable employment through the prominence and incentives for Higher Placement.

Since every effort is made to skill the candidates as per the industry standards, the absorption rate of candidates trained by PIA is still low in the market, as each industry/employment has different level of needs and that too changes over a period of time. The skilling for performing a particular job requires trainees to accustom with relevant job operations being conducted at actual locations. Also, it becomes quite challenging for the industry, which requires large number of human resources to set up separate skilling infrastructure other than industry as per standards of govt. schemes, when they already have the readily available infrastructure for providing skilling as per their own industry standards. On the other hand, if industry is encouraged in adopting captive employer model, it gives confirm employment to the skilled candidates which in-turn also provide them real work life environment to learn skills on the job.

In order to encourage the participation of Industry and Tailor made the candidates as per the industry requirement, DDU-GKY is facilitating Captive Employment Model of Skilling. The model will allow industry to source trainees as per their requirement with active support from states and train them as per the requirement of their own organization/industry/subsidiaries/operational need and provide candidates assured placement. The model allows the employer to selects the rural youths, skills and deploy them in one of its establishment/subsidiaries.



Salient Features of Captive Employers

- i. Training courses may be implemented by the industry/employer as per the requirement of the industry to train the candidates with minimum 576 hours of skilling and maximum of 2304 hours of skilling for which DDU-GKY funding shall be made available. The courses selected by the industry mandatorily be NSQF aligned.
- ii. Captive Employment to be provided for the minimum period of 6 months post completion of training preferably in the trained job role or any higher-level job role.
- iii. The payment to the candidates trained and further provided with captive employment should be as per the norms of Captive Employment Guideline.
- iv. The payment to the employer/industry shall be in reimbursement form. The captive employment shall be paid in three instalments as defined in the Payout Model Section of Captive Employment guidelines as per the notification no 18/2020 dated 06/10/2020.
- v. Mandatory external assessment of trainees needs to be conducted.
- vi. Performance Guarantee is not required to be submitted by Captive employers.

Advantage of Captive Employers under DDU-GKY.

- The Captive Employer can provide the training to rural youths in their own premises; however, it is mandated to have the required set-up for the opted job roles as per NSQF and branding of DDU-GKY.
- ii. Captive Employer MoU with MoRD shall be for a period of Three Years.
- iii. Captive Employers shall get top most priority in target allocation by states.
 - a. Category 'A' status amongst PIAs. (Refer to Section 4.7, Table 5,1c) of program Guideline.
 - b. Second highest priority amongst the eight sub-categories of Category 'A' PIAs. (Ref 5.12 of the guidelines)
 - c. An inter-se priority as a Category 'A' PIA over categories B and C.
- iv. Captive Employer will have wavier of QA Process, QA Fees, Due-Diligence of Training Centre and other mandates of DDU-GKY SOP. However, regular checks of training conducted shall be done during the training period.
- v. Performance Guarantee is not required.

Key Expectations from Captive Employers.

The Captive Employer is expected to provide sustainable employment of high quality at scale to minimum of 500 candidates in Three years, with focus on co-branding, commitment to decent work norms, retention and career progression. This has to be enabled through a model providing high levels of co-branding in all processes, activities and outcome thus setting a benchmark for training quality, training material including use of technology and training delivery, and through an up-skilling path through multiple training levels allowing a trainee to progressively achieve higher levels of skills and certification over a period starting from a novice level. All the organizations fulfilling the eligibility criteria or with direct relevance to the sector will be provided preference. Critically, every captive employer is required to commit and adhere to following deliverables:

S/No	Deliverables
1	Training
1.a	Training Infrastructure as per the requirement of Job Role.
1.b	Willingness to provide basic training as per the NSQF aligned course.
1.c	Commitment to provide assessment and certification from govt. recognized awarding
	body.

1.d	Commitment to train and place minimum 500 candidates in the period of 3 Years.
2	Placement
2a	Minimum placement of 70% of training target for the minimum period of 6 months.
2b	All the placement trained candidates needs to be in captive employment or subsidiary companies
3	Minimum Wage Commitment
3a	Minimum CTC of ₹ 10,000/- month or minimum wages whichever is higher for the training courses less than 6 months
3b	Minimum CTC of ₹ 12,000/- month or minimum wages whichever is higher for the training courses more than 6 months

Evaluation Criteria

An organization meeting the eligibility criteria given here under will be selected as "Captive Employer" with DDU-GKY. Man power agencies will not be allowed as captive employer under DDU-GKY.

S/ No	Minimum Eligibility Criteria	Documentary Evidence required for Verification		
1	PRN allotted by MORD			
1a	PRN Details	Print of E-mail/Website Indicating PRN Details.		
2	Proof of Valid EPFO/ESIC/Factory Registration number	EPFO Registration license/ ESIC registration / Factory registration License.		
3	Proof of TIN/TAN/GST Number	Certificate of TIN/TAN/GST by concern govt department.		
4	Proof of organization existence for more than 3 years old as a legal entity.			
4a	No of years of existence	Certificate of incorporation/ Registration Certificate.		
5	Proof of Positive Net worth in at least two of the last 3 financial years	ITRA & Audit Report for the three preceding financial years from the date of application as Captive Employer		
5a	Annual net Worth in ₹ Rs. (in Crores)	Certificate by Chartered Account Certifying the net worth as indicated by the applicant.		
6	Proof of Annual Turnover of the organization is more than ₹ 25 Crores in each of the 3 preceding FY.	ITRA & Audit Report for the three preceding		
6a	Annual Turnover	Certificate by Chartered Account Certifying the net worth as indicated by the applicant.		
7	Proof of the organization or its owners/ Director not found guilty by any court/regulatory body/ self-regulatory organization/ stock exchange for any offence in India or aboard.	Declaration from Organization's legal representative.		
8	Proof of the organization/Industry having training experience for at least 2 years			

Onboarding as Captive Employer

The eligible Industry/Employer will be on boarded by MoRD after evaluation of proposals. The proposals need to undergo 2 steps approval processes.

- 1. Project Screening: At the state Level under the Chairmanship of Secretary RD & PR Govt of Arunachal Pradesh.
- Project Review & Approval: At Central Level under the chairmanship of Additional Secretary (MoRD) along with SRLM Officials after hearing the presentation by each of prospective Industry/Training providers.

MoRD reserves right to on-hold/terminate any MoU as per the clause of MoU, if performance is not found satisfactory during the course of implementation.

Assessment Parameters

Organization who successfully meet the minimum eligibility criteria stated above shall be assessed by the Project Review & Approval Committee of Captive Employer. The committee shall undertake an assessment of the capacity and experience of the captive employer taking into account the following;

- 1. The proposed quantum of recruitment as 'captive employer' vs the current HR capacity, past recruitment levels and the business strategy of the organization to supports its recruitment plan as a captive employer.
- 2. The existing and proposed strategy of the captive employer to support retention, upskilling and career progression of trainees.
- 3. State wise & job role wise strategies to train and place the candidates.
- 4. Strategies for co-branding, quality management as well as preparedness for alignment to training to NSQF including that of NCVT & SSC.
- 5. The potential captive employer will be required to present PPT on the following Topics;
 - 1. Company Profile
 - 2. Skilling Expertise, Competence & Experience
 - 3. Organization Structure (Skill Structure within Organization Structure)
 - 4. Readiness plan for providing training to Rural Youths
 - 5. Plan of Training (Proposed Job Role wise/ state wise plan) & Placement with timeline as captive employer.
 - 6. Previous placement success of skilled candidates (Retention Details)
 - 7. Placement Strategy along with the career growth plan of candidates.
 - 8. Additional information about organization.

Process and Other Details

ArSRLM DDUGKY warmly invites organization as potential captive employer to partner in this initiative. The applications sent within given deadline of EOI will be taken up for consideration by the committee as it deems fit.

The Organization may respond to this invitation by sending a cover letter (Annex-1) and other documents as provided in Annexures in sealed hardcopy at the following address:

Chief Executive Officer cum State Mission Director

Arunachal State Rural Livelihoods Mission Government of Arunachal Pradesh 4th Floor Alexander House, Kime Pakka

VIP Road, Arunachal Pradesh 791111

Annex-I: Cover letter

(On letter Head)

Date

To.

Chief Executive Officer cum State Mission Director

Arunachal State Rural Livelihoods Mission Government of Arunachal Pradesh 4th Floor Alexander House, Kime Pakka VIP Road, Arunachal Pradesh 791111

Dear Sir,

Ref: Response to invitation for selection as 'Captive Employer' for DDU-GKY program.

Having examined the invitation and guidelines of Captive Employer, we, the undersigned, hereby submit our response for selection as 'Captive Employer's for DDU-GKY Program.

Primary & Secondary Contacts of Our organization are:

	Primary Contact	Secondary Contact
Name		
Title		
Company/Organization Name		
Address		
Phone		
Mobile		
Email		

We confirm that the information contained in the response or any part thereof, including its exhibits and other documents and instruments delivered or to be delivered to ArSRLM is true, accurate, verifiable and complete. This response includes all information necessary to ensure that the statements there in do not in whole or in part mislead the department in its shortlisting process.

We hereby confirm that we are committed and would adhere to the following deliverables in event of being selected as Captive Employer-

S/No	Deliverables	Agreement to Deliverables (Yes/No)
1	Training	
1.a	Training Infrastructure as per the requirement of Job Role.	
1.b	Willingness to provide basic training as per the NSQF aligned course.	
1.c	Commitment to provide assessment and certification from govt. recognized awarding body.	
1.d	Commitment to train and place minimum 500 candidates in the period of 3 Years.	
2	Placement	

2a	Minimum placement of 70% of training target for the minimum period of 6 months.	
2b	All the placement trained candidates needs to be in captive employment or subsidiary companies	
3	Minimum Wage Commitment	
3a	Minimum CTC of ₹ 10,000/- month or minimum wages whichever is higher for the training courses less than 6 months	
3b	Minimum CTC of ₹ 12,000/- month or minimum wages whichever is higher for the training courses more than 6 months	

We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading during shortlisting process, we are liable to be dismissed from the selection process or termination of the contact during the project, if selected to do so.

It is hereby confirmed that I/We are entitled to act on behalf of our company/corporation/organization and empowered to sign these documents as well as such other documents, which may be required in this connection.

Date:

Signature:

(In capacity of)

Name:

Duly authorized to sign the response for and on behalf of:

(Name & Address of Firm)

Seal/Stamp of

Firm Witness Signature Witness Name: Witness Address:

Encl: Hard Copy of the response along with enclosures duly filled in.



Annex-II Signatory Authority Certificate

To, Chief Executive Officer cum State Mission Director

Arunachal State Rural Livelihoods Mission Government of Arunachal Pradesh 4th Floor Alexander House, Kime Pakka VIP Road, Arunachal Pradesh 791111

Dear Sir,

	AUTHORISED LEGAL SIGNATORIES r selection as 'Captive Employer' for DDU-GKY program.
ofsigned the above responses au	
(Signature)	

Evidentiary Proof:

Designation

Authorized Signatory Name

1. Appropriate Board resolution/ other documents as necessary.

No

Annex-III Response Details: Minimum Eligibility Criteria

Minimum Eligibility Criteria

S/ No	Minimum Eligibility Criteria	Documentary Evidence required for Verification	Page No:
1	PRN allotted by MORD		
1a	PRN Details	Print of E-mail/Website Indicating PRN Details.	
2	Proof of Valid EPFO/ESIC/Factory Registration number	EPFO Registration license/ ESIC registration / Factory registration License.	
3	Proof of TIN/TAN/GST Number	Certificate of TIN/TAN/GST by concern govt department.	
4	Proof of organization existence for more than 3 years old as a legal entity.		
4a	No of years of existence	Certificate of incorporation/ Registration Certificate.	
5	Proof of Positive Net worth in at least two of the last 3 financial years	ITRA & Audit Report for the three preceding financial years from the date of application as Captive Employer	
5a	Annual net Worth in ₹ Rs. (in Crores)	Certificate by Chartered Account Certifying the net worth as indicated by the applicant.	
6	Proof of Annual Turnover of the organization is more than ₹ 25 Crores in each of the 3 preceding FY.	ITRA & Audit Report for the three preceding financial years from the date of application as Captive Employer	
6a	Annual Turnover	Certificate by Chartered Account Certifying the net worth as indicated by the applicant.	
7	Proof of the organization or its owners/ Director not found guilty by any court/regulatory body/ self-regulatory organization/ stock exchange for any offence in India or aboard.	Declaration from Organization's legal representative.	
8	Proof of the organization/Industry having training experience for at least 2 years	Proof of projects taken under various govt schemes like target received/ target completion certificate/ training organized with corporates/ own staffs.	

For further information and support, the organization may contact ce.ddugky@gov.in dipalip.nird@gov.in

- All documents to be counter signed by the Authorised signatory. Documentary Evidence of authorization to be provided.
- MoRD mat choose to seek additional documents for clarification, if so required.
 Annex- IV Response Details Assessment Parameters



ASSESSMENT SHALL BE DONE BASED ON PRESENTATION TO BE MADE BY ORGANISATION

The potential captive employer will be required to present PPT on the following Topics;

- Company Profile
- Skilling Expertise, Competence & Experience
- Organization Structure (Skill Structure within Organization Structure)
- · Readiness plan for providing training to Rural Youths
- Plan of Training (Proposed Job Role wise/ state wise plan) & Placement with timeline as captive employer.
- Previous placement success of skilled candidates (Retention Details)
- Placement Strategy along with the career growth plan of candidates.
- · Additional information about organization.



Annex - V: Organization Details

Details of the Organization (Fill all, where app	olicable)
Name of Organization	
Nature of the legal status in India	
Legal Status reference details	
Nature of Business/work in India	
Date of Incorporation/Registration	
Date of Commencement of Business/Work	
Address of the Office in Delhi	
Address of the Registered Office in India	
PAN Number	
Service Tax Number	
Other Relevant Information	

Other Relevant Information

- Certificate of Incorporation/Registration as applicable
- Relevant Sections of Memorandum of Association of the organization or fillings tot the stock exchange to indicate the nature of business of the organization
- Any other specified in the documents

N

Annex -VI Undertaking on Litigation

To.

Chief Executive Officer cum State Mission Director

Arunachal State Rural Livelihoods Mission Government of Arunachal Pradesh 4th Floor Alexander House, Kime Pakka VIP Road, Arunachal Pradesh 791111

Dear Sir,

Sub: Undertaking on Major Litigation

Ref: Response to invitation for selection as 'Captive Employer' for DDU-GKY program.

Sir,

I/We as potential 'captive employer' do hereby state that our company/organization is not involved in any major litigation which may impact the performance of the services to be provided to us, if selected by ArSRLM.

Yours Faithfully,

(Signature)

Company Secretary/Legal Representative (With Authorization)

(Organization/Company Seal) Designation

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Annex- VII: Undertaking Blacklisting

To.

Chief Executive Officer cum State Mission Director

Arunachal State Rural Livelihoods Mission Government of Arunachal Pradesh 4th Floor Alexander House, Kime Pakka VIP Road, Arunachal Pradesh 791111

Dear Sir,

Sub: Undertaking Blacklisting

Ref: Response to invitation for selection as 'Captive Employer' for DDU-GKY program.

Sir,

I/We as potential 'captive employer' do hereby state that our company/organization is not blacklisted as of date with any central or state Government Ministry or Department in India.

Yours Faithfully,

(Signature)

Company Secretary/Legal Representative (With Authorization)

(Organization/Company Seal) Designation

MA

Annex-VIII: Future Planning for Captive Employment

Summary of Training & Placement under DDU-GKY:

FY	Sector/Trade	No. of Candidates to be trained	No. of Candidates to be placed	Minimum CTC	Captive Employment or Name of Subsidiary companies
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Over All Planning Month-wise:

Proposed Job Role Wise/ State Wise plan Training						Months										
ame f State	Name of Job Role	No of Candidates	Captive Employer	1	2	3	4	5	6	7	8	9	10	11	12	Total
4		me Name State of Job	me Name No of State of Job Candidates	me Name No of Captive State of Job Candidates Employer	me Name No of Captive State of Job Candidates Employer 1	me Name No of Captive State of Job Candidates Employer 1 2	me Name No of Captive State of Job Candidates Employer 1 2 3	me Name No of Captive State of Job Candidates Employer 1 2 3 4	me Name No of Captive State of Job Candidates Employer 1 2 3 4 5	me Name No of Captive State of Job Candidates Employer 1 2 3 4 5 6	me Name No of Captive State of Job Candidates Employer 1 2 3 4 5 6 7	me Name No of Captive State of Job Candidates Employer 1 2 3 4 5 6 7 8	me Name No of Captive State of Job Candidates Employer 1 2 3 4 5 6 7 8 9	me Name No of Captive State of Job Candidates Employer 1 2 3 4 5 6 7 8 9 10	me Name No of Captive State of Job Candidates Employer 1 2 3 4 5 6 7 8 9 10 11	me Name No of Captive State of Job Candidates Employer 1 2 3 4 5 6 7 8 9 10 11 12

Proposed Job Role Wise/ State Wise plan Placement						Months											
S/No	Name of State	Name of Job Role	No of Candidates	Captive Employer	1	2	3	4	5	6	7	8	9	10	11	12	Total

Detail Plan of Placement

S No	Name of State	Name of Job Role	No. of Candidates to be trained	No. of Candidates to be placed	No. of candidates proposed to be placed within own organization/sister concern/ subsidiary organization	No. of candidates proposed to be placed in other Organization	No. of candidates proposed to be placed in other Organization/sites on companies own pay-roll	Remarks (Information regarding the name of organization where placement is to be provided to trained candidates)
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