

**Notice for inviting Project proposals with respect to “Human Resource Development ” sub-scheme under the Plan Scheme of Indian Leather Development Programme (ILDLP) during the 11<sup>th</sup> Plan**

Department of Industrial Policy and Promotion, M/o Commerce and Industry is implementing a scheme “Indian Leather Development Programme” (ILDLP) for the development of Leather Sector during 11<sup>th</sup> Five Year Plan. The above cited sub-scheme “Human Resource Development” (HRD) aims to generate employment by imparting **(A) Placement linked Skill development training** amongst unemployed youths and **(B) On-Site training for skill upgradation of existing employees** in the industry at the shop floor level. The Department invites proposals from eligible stakeholders for both the above components as detailed under heading A and B :

**A Placement linked Skill development training for unemployed youths: –**

It involves providing training for skill development and technical development especially in cutting, skiving and stitching. The training proposed under the scheme needs to be output linked whereby at least 75% of those trained need to be placed in the industry.

**1. Eligibility:**

Any public body or legalized institution eligible to receive grants-in aid from Government of India under Rule 206(General Financial Rules 2005) such as Autonomous Organizations, Registered Society/Trusts, Non-Government Organizations/Voluntary Organizations, Registered Cooperatives Societies, etc., which are eligible to obtain output linked financial assistance/grants-in aid from the Government of India under General Financial Rule-2005(Rule 206), subject to satisfying the eligibility criteria, other terms and conditions prescribed under the HRD guidelines and having the requisite capacity, performance track record and adequate systems for transparency and accountability, etc., to achieve the targeted objectives of skill development & upgradation within a fixed time line. Thus, the Applicant Organization (i.e., Implementing Agency) must meet the following criteria:-

- Have linkages with training bodies/experts in the Leather Sector.
- Have existing Physical, technological and intellectual Infrastructure for providing/conducting quality HRD activities.
- Have rendered at least three similar major HRD initiatives during the last five years.
- Have planned management systems for project implementation.
- Undertake to train a minimum of 2000-2500 persons by the end of XI Plan
- Have adequate O & M systems for accountability and transparency
- Having adequate infrastructure and investment capacity to implement the Project and achieve the targeted outcomes/deliverables within the prescribed/approved timelines.

## **2. Scope of work:**

- (i) Training of the persons not already employed in the sector at entry level in shop-floor operations like clicking stitching skiving etc.
- (ii) Identification of trainee: as described in the HRD guidelines.
- (iii) Development of content: Implementing Agency (IA) must develop content with inputs from the industry to meet the global best practices. The content must include both core hard skills and soft skills components. Given the targeted beneficiary, content should be translated into local languages to enable smooth absorption of the skills by the trainees. Use of technology and multimedia that improves delivery of training, will be encouraged.
- (iv) The IA must obtain letters of commitment from prospective employers and also involve them in the process of selection of trainees, proficiency assessment and content development.
- (v) On completion of training, IA would place at least 75% of those successfully trained in employment in the industry.
- (vi) IA would obtain a certificate of employment for those placed in employment and submit it to the Department for records.
- (vii) The IA should maintain a database for persons trained and placed in employment under the scheme.
- (viii) IA would submit a report on the employment status of those trained and placed in employment under the scheme to the Department at least for two years after initial employment in the industry.

## **3. Submission of Proposal:**

All interested and eligible organizations are hereby invited to submit a well structured project proposal to train and place targeted youth in regular wage employment in two sealed packets, as under:

### **Format of Proposal**

#### **Packet I:**

Envelope named as '**proof of eligibility**'

- ▶ Containing documents as per the eligibility criteria defined in this notice(para 1),
- ▶ Non-refundable 'Demand Draft' of Rs. 100/- (Rupees One Hundred only) in favour of "Pay and Accounts Officer, Department of Industrial Policy and Promotion, New Delhi payable at New Delhi.

#### **Packet-II:**

Envelope named as "**Detailed Proposal**"

- ▶ A detailed proposal as per format at Annexure A of the guidelines for " Human Resource Development" available at the website [www.dipp.in](http://www.dipp.in)

### 3.1 Sealing and Marking of Proposals

The Applicant Organization/ Implementing Agency shall submit the project proposal in separate sealed envelopes duly marking the envelopes as '**Proof of eligibility**' and '**Detailed Proposal**' alongwith a copy of this notice duly signed & stamped by the authorized person or persons on each page as a token of acceptance of all the terms & conditions of this notice. Both of the sealed envelopes should be kept in an outer envelope marked on the top as "**Proposal for skill development under HRD**". Properly sealed within an outer cover and addressed to reach the following address by Registered Post/Speed Post:-

Shri R.K. Malik (Director)  
Ministry of Commerce and Industry  
Department of Industrial Policy and Promotion  
Udyog Bhavan  
Room No. 252  
New Delhi 110011  
Phone No. 011 – 2306 1951; E-mail: [rk.malik@nic.in](mailto:rk.malik@nic.in))

#### Note:

- ▶ The inner envelopes shall also indicate the name and address of the Applicant organization.
- ▶ If the outer envelope is not sealed or marked as prescribed above, the proposal will be rejected summarily.
- ▶ The proposal should be submitted by Registered Post/Speed Post only. Telex, cable, email or facsimile Proposals will not be accepted in any circumstances.
- ▶ The last date of receipt of proposals is November 30, 2009 or a month for the date of publications of this advertisement (whichever is later).
- ▶ The application received after the last date will not be considered in any circumstances.

#### 4. Criteria for selection:

Proposals received from various agencies through this quotation would be appraised by the Steering Committee constituted for the purposes in the Department of Industrial Policy and Promotion on the basis of the following criteria;

- Number of trainees benefited per Rs lakh
- Nature of trainees expected to be benefited
- Level of industry counterpart support in cash terms / in kind terms
- Credibility of Implementing Agencies Based on past record
  - Linkages with training bodies/experts, if any
  - Existing Physical and intellectual Infrastructure for HRD activities
  - Three major HRD initiatives rendered during the last five years
  - Management systems planned for project implementation
- Strength of the proposal in terms of
  - Cost effectiveness

- Capabilities of securing employment for those trained under placement linked training programme
- Sponsorship support from user industries
- Sponsorship from State Governments and local bodies
- Quality of trainers identified
- Sustainability after HRD mission period
- Types of technologies and skill sets planned to be imparted/upgraded
- No. of persons guaranteed employment based on commitments letters from industrial houses in case of placement linked training programme.
- Expected productivity increases, if any
- Cost-benefit analysis.

### **5. Funding Pattern:**

(A) For skill development training of fresh workers, GOI assistance would be provided upto 75% of the training cost subject to maximum of Rs. 10,000 per trainee actually trained and placed in the industry. The balance 25% is to be borne by the Implementing Agency (IA) by accessing other non government sources preferably from industry. The 1<sup>st</sup> installment of 33% of the project cost would be released as an advance in two parts (i) 25% on approval of the project and (ii) 8% as second part of the first installment after utilization of the first part i.e., 25%.

The second installment would be considered for release after completing the training of at least 500 persons and UC in respect of the 1<sup>st</sup> installment (33%) is received. The balance 67% of HRD fund would be due for release in phases in respect of every subsequent lot of 500 persons trained and employed (with documentation proof) on reimbursement of actual expenditure basis as per HRD guidelines.

At the time of submitting claim for release of balance money for those trained, Implementing Agency would be required to submit proof of employment and contribution of the industry for those trained.

### **(B) “On-Site training for skill upgradation of existing employees in the industry at the shop floor level” under the sub-scheme Human Resource Development:**

The targeted beneficiaries are existing employees of the industry to enhance productivity and exposing workers to better manufacturing processes etc. These trainees will be trained on the machines available in the industry; and no new job is created through this training. For such training 50% of the project cost is to be met by counterpart in case of SSI and 25% in case of Non-SSI. HRD assistance under this sub-scheme would be restricted to Rs. 2500/- per person trained and skill upgradation

certified by the Industry. HRD funds will be released for the number of employees actually trained and skill upgraded and balance funding by industry is confirmed.

### **1. Eligibility :**

Any public body or legalized institution eligible to receive grants-in aid from Government of India under Rule 206(General Financial Rules 2005) such as Autonomous Organizations, Registered Society/Trusts, Non-Government Organizations/Voluntary Organizations, Registered Cooperatives Societies, etc., which are eligible to obtain output linked financial assistance/grants-in aid from the Government of India under General Financial Rule-2005(Rule 206), subject to satisfying the eligibility criteria, other terms and conditions prescribed under the HRD guidelines and having the requisite capacity, performance track record and adequate systems for transparency and accountability, etc., to achieve the targeted objectives of skill development & upgradation within a fixed time line. Thus, the Applicant Organization (i.e., Implementing Agency) must meet the following criteria:-

- Have linkages with training bodies/experts in the Leather Sector.
- Have existing Physical, technological and intellectual Infrastructure for providing/conducting quality HRD activities.
- Have rendered at least three similar major HRD initiatives during the last five years.
- Have planned management systems for project implementation.
- Have adequate O & M systems for accountability and transparency
- Having adequate infrastructure and investment capacity to implement the Project and achieve the targeted outcomes/deliverables within the prescribed/approved timelines.

### **2. Scope of work:**

- Providing training to existing workers in both organized and unorganized sectors for upgrading the existing skills of the workers.

### **3. Submission of Proposal:**

All interested and eligible organizations are hereby invited to submit a well structured project for “**On-Site training for skill upgradation of existing employees in the industry at the shop floor level**” in two sealed packets, as under:

#### **Format of Proposal**

##### **Packet I:**

Envelope named as ‘**proof of eligibility**’

- ▶ Containing documents as per the eligibility criteria defined in this notice(para 1),
- ▶ Non-refundable ‘Demand Draft’ of Rs. 100/- (Rupees One Hundred only) in favour of “Pay and Accounts Officer, Department of Industrial Policy and Promotion, New Delhi payable at New Delhi.

**Packet-II:**

Envelope named as "**Detailed Proposal**"

- ▶ A detailed proposal as per format at Annexure A of the guidelines for “ Human Resource Development” available at the website [www.dipp.in](http://www.dipp.in)

**3.1 Sealing and Marking of Proposals**

The Applicant Organization shall submit the sealed proposal in separate inner envelopes duly marking the envelopes as ‘**Proof of eligibility**’ and ‘**Detailed Proposal**’. The applicant organization shall enclose a copy of this notice duly signed & stamped by the person or persons signing the Proposal on each page as a token of acceptance of all the terms & conditions of this notice. He shall then place all the inner envelopes in an outer envelope marked on the top as “**Proposal for On-Site training for skill upgradation of existing employees in the industry at the shop floor level under HRD**”, properly sealed within an outer cover and addressed to reach the following address by Registered/Speed Post:-

Shri R.K. Malik (Director)  
Ministry of Commerce and Industry  
Department of Industrial Policy and Promotion  
Udyog Bhavan  
Room No. 252  
New Delhi 110011  
Phone No. 011 – 2306 1951; E-mail: [rk.malik@nic.in](mailto:rk.malik@nic.in))

**Note:**

- ▶ The inner envelopes shall also indicate the name and address of the Applicant organization.
- ▶ If the outer envelope is not sealed or marked as prescribed above, the proposal will be rejected summarily.
- ▶ The proposal should be submitted by Registered Post only. Telex, cable, email or facsimile Proposals will not be accepted in any circumstances.
- ▶ The last date of receipt of proposals is November 30, 2009 or a month for the date of publications of this advertisement (whichever is later).
- ▶ The application received after the last date will not be considered in any circumstances.

**4. Criteria for selection:**

Proposals received from various agencies through this quotation would be appraised by the Steering Committee constituted for the purposes in the Department of Industrial Policy and Promotion on the basis of the following criteria;

- Number of trainees benefited per Rs lakh
- Nature of trainees expected to be benefited
- Level of industry counterpart support in cash terms / in kind terms
- Credibility of Implementing Agencies Based on past record
  - Linkages with training bodies/experts, if any
  - Existing Physical and intellectual Infrastructure for HRD activates

- Three majors HRD initiatives rendered during the last five years
- Management systems planned for project implementation
- Strength of the proposal in terms of
  - Cost effectiveness
  - Capabilities of securing employment for those trained under placement link training programme
  - Sponsorship support from user industries
  - Sponsorship from State Governments and local bodies
  - Quality of trainers identified
- Sustainability after HRD mission period
- Types of technologies and skill sets planned to be imparted/upgraded
- No. of persons guaranteed employment based on commitments letters from industrial houses in case of placement linked training programme.
- Expected productivity increases, if any
- Cost-benefit analysis.

#### **5. Quantum of Assistance:**

HRD assistance would be provided @ 75% of the training cost in case of SSI and 50% in case of non-SSI subject to the limit of Rs. 2500. In case of unorganized sector, training cost upto 100% would be provided as GOI assistance subject to the limit of Rs. 2500 per person trained with certified skill upgradation.

#### **6. Funding Pattern:**

GOI assistance would be released in installments on the basis of actual progress of the project i.e., training conducted and submission of the quarterly reports to this effect and balance funding by industry/users are certified.

#### **Clarification:**

Interventions for placement linked development programme are already in progress at Agra, Kanpur and Chennai under sub-scheme Human Resource Development; hence proposal from these areas will not be given preference.

For more clarifications, contact Shri R.K. Malik (Director to the Government of India) or Ms. Farida M. Naik (Under Secretary to the Government of India), Ministry of Commerce and Industry, Department of Industrial Policy and Promotion, Udyog Bhawan, Room No. 320, New Delhi 110 011 (Phone No. 011 – 2306 3933; E-mail: [fm.naik@nic.in](mailto:fm.naik@nic.in))