

PITHAMPUR AUTO CLUSTER

(A GOVT. OF MADHYA PRADESH UNDERTAKING)



General Instructions and Guidelines for Empanelment of Training Partners

Aug, 2020

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Object :

Pithampur Auto Cluster (PAC) proposes to Empanel “Skill Development Training Providers” to assist in carrying out Employment linked Training Programmes sponsored by the Government / PSUs / Industry.

Who can apply:

Organization /Non-Government Organization (NGO) / Trust / Society / Proprietorship Firms/ Partnership Firms/ Company / PSUs / Industry/ College/ University. The entities /person , who have already empanelled with PAC, may have a choice to resubmit the proposals.

How to apply

Applications shall be submitted as per the **Annexure – I** in a sealed envelope titled, “Application for Empanelment of Skill Development Training Providers”

Period of Empanelment :

The Training Provider shall be empanelled for a period of 2 years. However, a review may be made periodically based on performance along with necessary information.

Conditions:

- I. The application shall be unconditional; otherwise it would be liable for rejection.
- II. All information/details are to be supported by authentic documents duly certified by the Applicant.
- III. PAC reserves its right to reject the application / de-list the name of the Training Provider at any stage, if performance is found unsatisfactory or does not comply with the PAC’s requirement.

Application Form for Empanelment as Training Service Provider

General Information for all - Please enclose supporting documents, wherever required

1. Name of the Applicant:
2. Constitution of Applicant: Organization/Non - Government Organization (NGO)/Trust/Society/Proprietorship/Company/PSUs/Industry/College/University.
3. Office Address with Landline, Fax:
4. Contact Nos. of Authorized Contact Person:
 - a. Mobile Email ID.....
5. PAN Details:
6. Turnover / Income over the past 3 years:
7. Proposed Area/trade of partnering the training.
8. Experience in Training
9. Experience in Placement
10. Infrastructure Availability, specifying locations
11. Key Personnel Details
12. Tie-ups for assessment & certification - Names of Assessment Agencies and no. of assessments carried out for certification.
13. Tie-ups with Agencies / Industrys' for Placement - Names of Agencies / Industrys' and no. of beneficiaries placed.
14. Affiliation with NSDC & SSCs.
15. Appreciation letters, if any:
16. Any other strengths / achievements:

Declaration :

I/we hereby apply for empanelment as Skill Development Training Provider in PAC and declare that :

1. I/We am/are a citizen/incorporated/registered in India;
2. I/We understand and accept that empanelment shall be at the discretion of PAC as per requirement and PAC has a right to reject our application without assigning any reasons;
3. If my/our application for empanelment in PAC is considered favorably, I/we shall abide by all the terms & conditions stated herein as well as other terms & conditions prescribed by PAC from time-to-time;
4. I/We understand that empanelment as such does not guarantee award of assignment by PAC;
5. I/We understand that entrustment of assignment is subject to periodical review by PAC;
6. I/We understand that PAC reserves the right to cancel the empanelment / stop awarding future assignments without prior notice or assigning any reasons whatsoever;
7. The training shall be conducted on the basis of accepted guidelines & principles, as per the criteria/terms of reference specified by PAC from time-to-time;
8. I/We understand that PAC reserves the right to cancel the ongoing projects awarded to us, in case of any misappropriation or if the project is not being conducted as per guidelines.
9. I/We shall maintain secrecy of the business allotted by PAC;
10. Under no circumstances, I/we shall use the name or logo of PAC in my/our correspondence with other institutions; without taking written permission of the authority of PAC.
11. If any wrong practice is detected, I/We hereby give consent that PAC may take steps as deemed fit;
12. I/We shall strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988";

In addition I / We also declare that :

- I/We have not concealed or suppressed any material information, facts and records and have made a complete and full disclosure;
- I/We have not been convicted of any offence and sentenced to a term of imprisonment; nor have been found guilty of misconduct in professional capacity; also that I/We have not been convicted of an offence/ debarred by any agency/ organisation.

The particulars furnished above are true to the best of my / our knowledge and belief, and any incorrect information furnished may lead to cancellation of my / our application for empanelment with PAC.

Date:

Place:

Signature of the Applicant with Office Seal

(To be signed by the individual/ authorised signatory of the firm / company / Institution)