

**Scheme for Empanelment of Private Training Partner/Institutes as Infrastructure and Equipment Lab Support Agency to conduct Trainings**



**श्री विश्वकर्मा कौशल विश्वविद्यालय**

(हरियाणा सरकार, एक्ट संख्या 25, 2016 के तहत )

**Shri Vishwakarma Skill University**

**Plot 147, Sector 44, Gurugram, Haryana**

**Scheme for the Empanelment of Private Training Partners/Institutes for usages of Infrastructure, Lab equipment and consumables to impart Short Term Trainings (STT) and Recognition of Prior Learning (RPL) in NSQF aligned Job roles.**

**Date: 21.06.2022**

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## **Scheme for Empanelment of Private Training Partner/Institutes as Infrastructure and Equipment Lab Support Agency to conduct Trainings**

### **Introduction- About Us**

Shri Vishwakarma Skill University (SVSU) was established by the Government of Haryana under Act 25 of 2016 to provide structured skill qualification programs aligned with existing and emerging job roles in the high employability and focus Industries in the state like automotive manufacturing, IT/ITES, Logistics, etc. This is in line with the Skill India Mission which was launched by the Government of India to empower the youth of the country with skill sets that make them more employable and more productive in their work environment. The aim of the university through the Dual Skill Model is to create a skilled and motivated job-ready workforce to enhance employability in the state while providing a high-quality workforce with greater retention. To achieve this the University has created multiple customized Certificate, Diploma, Graduation, and Post-Graduation programs to expose students of schools and colleges to provide alternate/complimentary career pathways based on their aspirations and profiles. These programs have experiential learning which is integrated with the classroom, practical, On the Job Training (OJT), and National Apprenticeship Promotion Scheme (NAPS).

### **Skill and Assessment Mandate of the University.**

- ✓ Shri Vishwakarma Skill University is a Government Skill University enacted under Act 25 of 2016 (Also known as Shri Vishwakarma Skill University Act\*,2016). The act passed by the State assembly has provided provisions and empowerment to the university in the areas of skill training, assessment, and awarding certification.
- ✓ As part of its skill assessment and certification process, SVSU conducts assessments of the candidates trained in various skill trades passing out of the training centers of vocational training partners (VTPs), schools, universities, SSDMs, or any such training entities. This University is also empowered to affiliate with other institutions for conducting training, assessments, and award certifications, Diplomas, and Degrees to the students enrolled in these institutes.
- ✓ Under the provisions of Gazette Notification 449 dated 06 Dec 2019 and in pursuance of the powers conferred upon the National Skills Qualifications Committee (NSQC) vide Notification No. 8/6/2013-Invt. dated 27.12.2013 issued by the Ministry of Finance (Department of Economic Affairs), Government of India and based on the recommendations of the Committee on Assessment and

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Certification Bodies (CACB) constituted vide office order No. 43001/02/2013/NSDA/III(Pt.3)/1064 dated 19.02.2019 to evaluate proposals received from various organizations for recognition as Assessment & Certification Body, Sri Vishwakarma Skill University (SVSU) has been recognized as Assessment and Certification Body, for training conducted in NSQF compliant Qualifications for which approval has been obtained from NSDA/ NCVET. The recognized Assessment and Certification bodies are eligible to –

1. Develop and submit Qualifications for NSQF alignment.
2. Undertake assessment and certification for training conducted in respect of Qualifications for which approval has been obtained from NSDA/ NCVET.
3. Undertake assessment and certification activities for Central/ State Government funded programs within their respective jurisdictional areas; and for both funded and non-funded programs within their own campuses, for such Qualifications.
4. Adopt existing Qualifications available on the National Qualification Register (NQR) as per the guidelines of adoption.

### **Current Projects at ACD SVSU:**

Based on the above Assessment, Shri Vishwakarma Skill University is conducting assessments with various organization as mentioned below:

#### **a) Board of School Education Haryana (BSEH)**

SVSU has signed a tripartite MOU with Haryana School Shiksha Pari Yojana Parishad(HSSPP) and Board of School Education, Haryana (BSEH) and has successfully conducted the practical assessment of 80000 plus candidates in 14 days for 10th and 12th class students who opted for NSQF aligned Skill subjects under Vocational Education in Govt. schools of Haryana. In addition to this SVSU is also designing a Curriculum for various Incubation Centers under School Board with Industry Collaboration to develop an Earn and Learn Model in light of NEP 2020.

#### **b) Haryana Skill Development Mission (HSDM)**

The University is in the process of assessment & certification of candidates allotted by HSDM for approx. 12,000 candidates. As on date SVSU has already assessed

around 220 batches in 23 job roles covering approximate 6000 candidates in 15 districts of Haryana.

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### **c) Public Health Engineering Development (PHED)**

The Assessment and Certification Department of Shri Vishwakarma Skill University is also conducting a Recognition of the Prior Learning (RPL) program for 3500 plus grass-root level staff of Public Health Engineering Department Haryana & Water & Sanitation Support Organization (WSSO) under Jal Jeevan Mission in Phase One.

Under this program, the upskilling of the skill set of the ground-level workers will assist in the successful implementation of the Water Supply Scheme in rural areas. Govt. of India, Ministry of Jal Shakti, Department of Drinking Water & Sanitation. This training is a step to achieve the objectives of the Jal Mission.

### **d) Guru Shishya Kaushal Samman Yojna**

ACD is also working on a Scheme on Recognition and Acquisition of Skills in the Informal Sector by Apprenticeship based Skilling for Poverty Alleviation and Livelihood Opportunity and Promoting Productive Employment, Decent Work, and Sustainable Economic Growth.

In addition to this, University has been receiving multiple requests from reputed Govt. and Private Organizations for validating their programs as per the NSQF levels and conducting assessments as per the Govt. guidelines. SVSU has received many proposals from reputed Government Organizations and Corporates for assessments on Pan-India level. To mention few:

1. Indian Navy
2. Madhya Pradesh State Skill Development & Employment Generation Board (MPSSDEGB)
3. Aspire Disruptive Skill Foundation, Ahmedabad – 380054, Gujarat

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### **Scheme Objective:**

Assessment and Certification Department of Shri Vishwakarma Skill University is operating in Self-Financing model. With due approvals of said scheme, the University will be use the existing capacity in the State to take up more new projects across State and Pan India and can contribute in strengthening the overall Skill Eco system and enhancing the skill index of the State through conduct of Skill training, Assessments and Certification.

Keeping in view the quantum of work there is a felt need for infrastructure and lab across all districts of Haryana and PAN India for smoothly and timely conduct of assessment and certification. It is therefore requested to give In-principle approval for usage of Infrastructure, Lab equipment, Consumable Items at a costing for the items placed below.

1. Usage of Infrastructure of Private Training Partners/Institute.
2. Usage of Equipment/Consumables from private Institute/Organization.
3. Arrangement of the Training Kit /RPL Kit (If required) to each participant.
4. Arrangement of the Lunch, & High Tea (if required) for the participants.

Cost for above usages and arrangement will be paid by SVSU as per terms and conditions mentioned in the document.

### **Scheme Overview:**

#### **(Utilization of Infrastructure and Equipment Lab of Private Partners/Institutes)**

This is in reference to the above scheme it is proposed that in any case if Government Institute/ Organization are not willing to support or show interest or have non-availability of space and infrastructure to conduct training and assessment in their premises, in that case active centers of private training partners may be empanelled for utilization of infrastructure and Equipment Lab as per the requirement of ACD in concern job roles. First priority will be given to Government institute/organization for empanelment as infra partner. The infra and equipment can be used on regular working days, off hours/ week ends by paying remuneration as mentioned in the scheme.

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## **Selection Criteria of Private Training Center/ Partner**

- 1) Private Training Partners may be Empanelled based on Terms and conditions mentioned below
- 2) Private Training Partners has to adhere Criteria to be borne in mind with respect to infrastructure in training centre. As per Annexure- A
- 3) Applications received will be scrutinized by a Monitoring and Evaluation Committee keeping in view the Project Requirements of SVSU.  
The committee constitution is as follows:
  - a. Nominee from Internal Quality Assurance Cell
  - b. Nominee from Academics Branch
  - c. Nominee from ACD
  - d. Nominee from Affiliation and International Collaboration.
- 4) The committee will conduct an onsite physical verification and award marks on the parameters as stated in the Score sheet.
- 5) Applicant has to score minimum 70% for qualifying
- 6) In case of multiple applicant are eligible for the same job role and in the same District The highest scorer as decided by the committee will be empanelled as infra Partner.

## **Terms and Conditions:**

- ✓ The Training Infra and support Agency should have adequate infrastructure including classrooms, IT infrastructure etc. for organizing training programs and Assessments.
- ✓ The Training Infra and support Agency should have Laboratory with sufficient equipment's as per the job role standard list provided by SVSU to conduct practical works for the concerned Programs.
- ✓ The Training Infra and support Agency should have power, Manual Attendance arrangement, Power Backup, Training Aids, Fire Fighting Equipment, First Aid, Canteen, separate Washroom Facilities, Copying Equipment, Proper Sitting Arrangements, Drinking Water etc. for participants of the programs.
- ✓ The Training Infra and support Agency should be invariably registered upon Skill Management and Accreditation of Training Centers (SMART) Portal of NSDC, Ministry of MSDE/DDUGKY
- ✓ The Agency must run the program by themselves and any kind of sub-

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letting or sub-contracting or franchisee arrangement for the conduction of training is strictly prohibited under any circumstances.

- ✓ No joint venture or consortium or association is permissible.
- ✓ For Empanelment with SVSU, Training Infra and support Agency required to fill the application form as per Annexure- D
- ✓ Training infrastructure may be owned, hired or on lease.
- ✓ Training Center should be in operational mode for at least one year.
- ✓ Training Partner and training Center has to be registered on Skill India Portal (SIP).
- ✓ Furniture, Scheme and signage important for establishing the SVSU scheme brand.
- ✓ Private Training partner as Infra and support Agency should have properly ventilated and lighted minimum 2 class rooms to conduct training and assessments, with the size of each classroom being not less than 300 sq. ft. i.e. 20x20 sq. ft. along with Labs and IT facilities.
- ✓ Training aids and equipment's.
- ✓ Geo-tagged time stamped Aadhar authenticated biometric attendance facility for both trainers and trainees in training centers under the program (Conditional/Not Mandatory)
- ✓ Center should be equipped with Firefighting equipment
- ✓ Center should be equipped with First aid, hygiene, drinking water, canteen and washroom facilities.
- ✓ Center should be equipped with Power back up
- ✓ Training Hall/ Classroom should be equipped with Projector.
- ✓ High speed Internet access of the Training Partner
- ✓ CCTV Camera facility and should be functional.
- ✓ Training infrastructure may be owned, hired or on lease.
- ✓ Minimum Sitting capacity of 50 nos. in a class room or Hall.
- ✓ Sub-letting or sub-contracting or franchisee arrangement for the conduction of training is strictly prohibited under any circumstances.
- ✓ No joint venture or consortium or association is permissible.



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### **1. Payment Terms:**

- i) If the said Institute is providing only **(a) building/Infrastructure** to conduct any Short Term/RPL Training and Assessment, then **10% of the total training and assessment cost** (specified as per Common Cost Norms according to NSQF level and its Cost category attached at Annexure-C) will be reimbursed by ACD, SVSU in 2 tranches (40:60) i.e. 40% after training completion and 60% after assessment. In case of RPL training, payment will be done 100% after completion of RPL orientation, bridge course (optional) and assessment. This 10% cost mentioned does not include any other cost except (training +assessment cost). In both the case Infra partner has to raise the invoice to SVSU accordingly.
- ii) If the said Institute is providing both **(a) Building/Infrastructure and (b) Labequipment/Consumables (as per the NQR list for the job role in which the training and Assessment is done)** then **20% of the training and assessment cost** (specified as per Common Cost Norms according to NSQF level and its Cost category attached at Annexure -C) will be reimbursed by ACD, SVSU in 2 tranches (40:60) i.e. 40% after training completion and 60% after assessment. In case of RPL training, payment will be done 100% after completion of RPL orientation, bridge course (optional) and assessment. This 20% cost mentioned does not include any other cost except (training + assessment cost). In both the case Infra partner has to raise the invoice to SVSU accordingly.
- iii) Private training Partners/ Centers if required, has to arrange the training Kit/RPL Kit (T-shirt-1, Cap-1, a Blue pen and a writing Pad) for each participant with customized branding logos, for which ACD, SVSU will reimburse this amount under training kit component on submission of original invoices **on actual or maximum of Rs.180 per candidates (one time) whichever is lower.**
- iv) Private training Partners/ Centers if required has to arrange the Lunch, & High Tea (wherever required) for the participants, for which ACD, SVSU will reimburse this as Meal component **either on actuals amount spend or Rs.120 per candidates/day whichever is lower.**  
Lunch – Thali (1 Dal, 1 Seasonal Vegetable, Rice, Chapati-4 & Curd/Raita)- Max 100/-  
High Tea – 2 times + Biscuits – 20/- Max

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## **Resolution of Disputes/ Arbitration Clause**

The dispute resolution mechanism would be as follows: In case of Dispute or difference arising between SVSU and the applicant relating to any matter arising out of or connected with this ERP, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Vice Chancellor, Shri Vishwakarma Skill University and if he is unable or unwilling to act, the sole arbitration of some other person appointed by him willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order. The venue of the arbitration and The place of jurisdiction would be Gurugram / Palwal Haryana shall be Gurugram/Palwal

## **How to Apply:**

Government Institutes/Organizations has to follow the below procedure to apply as Infra partner

1. Fill the application Form – Annexure – B
2. Submit the application form through E-mail to [qualityhead.acd@svsu.ac.in](mailto:qualityhead.acd@svsu.ac.in)
3. Physical Inspection of Center will be done by SVSU committee as per Annexure –A
4. Physical Inspection and availability of Lab/Equipment should be for the job roles mentioned in application form.
5. Based on the Inspection report and application form committee will take a decision to empanelled the institute/Organization as our training infra partner with terms and conditions already mentioned in the scheme.
6. The allocation of work to empanelled institute/organization will be given on project basis or as per the requirement of SVSU.

## Annexure- A

Sr. No.	Criteria for Selection of Training Center of Private Training Partners/Institutes	Scores
<b>1</b>	<b>Centre Requirement</b>	<b>10</b>
a	Class Room with Desk, Table, Chair, Proper Lightening and proper ceiling fan arrangement , Projector , White board, Marker	
b	Ready to be occupied immediately.	
c	Infrastructure Condition in accordance with requirements.	
d	Minimum Sitting Capacity in class room is for 40-50 candidates/ students	
<b>2</b>	<b>Facilities in Building/ Center</b>	<b>15</b>
a	Adequate purified drinking water facilities with all necessary arrangements	
b	Adequate toilets facilities with all necessary arrangements separately for ladies and Gents	
c	Availability of the Power backup facility in the form of UPS/ Inverter/ Genset etc to continue the operations at the Training Centre	
	Availability of CCTV camera	
d	Functional Educational Institute/Any other Building where a dedicated floor space is assigned for Skill development training	
e	Ventilation and Natural Lighting and Surrounding noise	
f	Open and parking space	
h	Fire safety and First Aid Kit norms as per rule	
i	Availability of Ramps, Lifts and Washroom for differently-abled people	
<b>3</b>	<b>Proximity of the Training Centre to Public Transport System i.e. Bus Stop/Stand, Metro Station, Railway Station etc.</b>	<b>5</b>
a	0 - 3 km distance	5
b	3.1 - 5 km distance	3
c	5.1-10 Km distance	2
d	More than 10 km distance	1
<b>4</b>	<b>Lab as per Qualification List</b>	<b>20</b>
a	Fully equipped lab with all tools and machinery as per job role	20
b	More than 80% equipment/items available	10
	<b>Total Scores for Accreditation</b>	<b>50</b>

**Note: Minimum 70% score (35 Nos.) is required for empanelment of Private Training partner/Center**

**Annexure -B**  
**Details of the Applicant**

<b>S. No.</b>	<b>Particulars</b>	<b>Details</b>
1.	Name of the Agency	
2.	Type of Entity - Training Partner/ Institute	
3.	Registered Address	
4.	Date of Incorporation (dd.mm.yyyy)	
5.	Nature of business	
6.	Name of Single Point of Contact (SPOC)	
7.	Applied for Sector	
8.	Applied for Job role with QP code	
9.	Availability of Complete Lab and Equipment as per applied Job Role (Refer Equipment list – NQR) Y/N	
10.	Phone and Mobile Nos. of SPOC	
11.	Is Center is functional and active	
12.	Is Center is register on SMART portal/ NSDC/ DDUGKY/other Govt. Scheme.	
12.	E-Mail id of SPOC	
13.	Address for Correspondence	
14.	Presence in Haryana (Y/N)	
15.	Address in Haryana (if any)	
16.	Agreed with the terms and condition mentioned in the scheme (Yes/ No)	

**Signature of Applicant**

**Date:**