TERMS OF REFERENCE

The Terms of reference shall include the following:

1. Background:

   Directorate General of Employment and Training, New Delhi has designed and developed a Multi-skill based courses and introduced the same at selected Industrial Training Institutes (ITI) throughout the country. The scheme has been named Centre of Excellence (CoE) under World Bank assisted Vocational Training Improvement Project (VTIP) which covers strengthening of 500 ITIs in the country.

   The salient features of the Multi-Skill Courses at CoE:
   a. Introduction of Broad Based Basic Training (BBBT) courses of one year,
   b. BBBT is followed by 6 month’s duration Advanced modular courses. The course curriculum for 21 industrial sectors for BBBT and 19 for advanced modules have been developed.
   C. Specialized modules mainly in industry (shop floor training).
   d. Multi-entry and multi-exit provisions.
   e. Industry wise cluster approach.
   f. Industry representation in the form of institute Management Committee (IMC) to ensure their greater and active involvement in all aspects of training.

   Apex Hi-tech Institute(AHI), Bangalore has been entrusted the role of monitoring and coordinating Instructor Training Network (ITN) all over India.

2. A concise statement of objectives:

   AHI has to organize instructor training through outsourcing for those advanced modules for which Centrally Funded Institute (CFI) (ATI – 5 Nos. CTI – 1 No. ATI EPI -2 Nos. NVTI – 1 No.) or Govt ITIs are not equipped with suitable resources.

   The objective of this request of proposal is to organize training for instructors belonging to the following Advanced Modules under the CoE.
<table>
<thead>
<tr>
<th>SI No</th>
<th>Name of sector</th>
<th>Name of Advanced Modules</th>
<th>No of instructors to be trained</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Electronics</td>
<td>1. Radio, Audio, Video System and appliances</td>
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<td>2. Inverters, UPS, voltage stabilizers and Industrial Drives</td>
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<td>3. Repair &amp; Maintenance of Electronic Test Equipment</td>
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<td>4. Communication System, Embedded System and PLC</td>
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<td>2</td>
<td>Hospitality Sector</td>
<td>1. Food Production</td>
<td>5 to 15 in a batch</td>
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<td>2. Front Office</td>
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<td>3. Food &amp; Beverage Service</td>
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<td>4. House Keeping</td>
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<td>3</td>
<td>Refrigeration &amp; Air Conditioning</td>
<td>1. Domestic, Commercial Refrigeration and Air Conditioning</td>
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<td></td>
<td></td>
<td>2. Central Air Conditioning Plant, Industrial Cooling &amp; Package</td>
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<td>3. Cold Storage, Ice Plant &amp; Ice-Candy Plant</td>
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<td>4</td>
<td>Construction &amp; Wood Working</td>
<td>1. Concrete Technology</td>
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<td></td>
<td></td>
<td>2. Modern Construction Techniques &amp; Management</td>
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<td></td>
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<td>3. Wood Work in construction</td>
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<td>4. Form work &amp; Bar Bending</td>
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Training is to be conducted for 6 weeks as per the curriculum. However without diluting the quality of course of practical & theoretical training, if the training provider feels that the curriculum of the course can be covered in 3-4 weeks, the same also will be considered.

3. An outline of tasks to be carried out:

a) Train the Instructors deputed from Govt ITIs of various states of India in the above mentioned advanced modules against different sectors as above.
b) Provide sufficient Practical and Theory exposure in the relevant areas
c) Provide course material supporting the practical and theory sessions during training
d) Provide training software, if any, for instructors to utilize during training of CoE trainees.

4. Schedule of completion tasks:

Once entered into contract the service provider may have to provide training upto December 2014 on getting communication from Director, Apex Hi-tech Institute, Bangalore.

5. Data, services and facilities to be provided by the client:

The training will be organized at the Service provider’s facility. Apart from the technical requirement of resources, arrangement to provide Hostel Accommodation (Boarding and Lodging) at reasonable rates is desired. Accordingly the training fees
to be quoted separately. Also lodging & boarding in your hostel, to be quoted separately.

The instructors deputed for training are eligible for reimbursement of TA/DA as per
government rules. AHI, Bangalore will reimburse their TA/DA upon their claim.

6. Final outputs:

Service provider is bound to issue of certificate to the instructors trained on successful
completion of training.

To have successful outcome based training the trainees will be subjected to thorough
learning process, assessment and must have minimum 90% attendance

7. Composition of review committee and review procedure to monitor service
provider's work:

Director, Apex Hi-tech Institute, Bangalore reserves the right to review the training norms
and procedures as guided by DGE&T and World Bank.

8. List of key positions, whose CV and experience would be evaluated:

Trainers proposed in the technical proposal shall have requisite qualifications and field
experience in the sectors and advanced modules mentioned above. Their years of
experience, training methodology and similar credits shall be considered as key parameters
to select the technical proposal as considered or responsive.