

User Manual
For
Request for Proposal
PMKVY 4.0 (2023-24) - Special Project

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1. LANDING PAGE

1. User will open the browser and type the URL “<https://specialprojectrfp.nsdcindia.org>”, and click on enter button.
2. After clicking on enter button, user will get redirect to landing page of the application as shown below:-



3. On landing page, user will see the mention below section :-
 - a. Home – Redirect to Home page
 - b. Application Registration – To do new organization/TP Registration
 - c. User Manual – To download user manual of the application
 - d. Annexures – To download all the Annexures
 - e. Login – To get log in into the application
4. Process of application is also define on landing page.
5. For new registration, User will click on Applicant Registration page
6. On Registration page section mention below section is highlighted :-
 - a. Document Required for Applicant Registration.
 - b. Home – To get redirect to home page.
 - c. Login – To redirect to login page.
7. For New Registration, User has to click on New Registration button.

APPLICANT REGISTRATION WELCOME PAGE

Important Note

Documents required for Applicant Registration

Scanned copy (in PDF or JPEG with maximum file size 5 MB) of the following Documents.

1. Registration or Incorporation Certificate of the Organization.
2. Permanent Account Number (PAN).
3. Tax Deduction Account Number (TAN).
4. Photo and CV of Head of the Applicant.
5. Photo and CV of Authorized person.
6. Voters ID/Driving License/Aadhar Card/Passport.

Registration Details

[New Registration](#) [Continue Registration](#)

8. After clicking on New Registration button, User will get redirect to Applicant Registration – Common information page.

APPLICANT REGISTRATION-COMMON INFORMATION

+ Organization Details
*(File Format Must be JPG/JPEG/PNG/PDF upto 5 MB)

Basic Information

Type of Applicant organization *	<input type="text" value="--Select--"/>		Email id *	<input type="text"/>	<input type="button" value="Validate"/>
Name of the Organization (As per PAN) *	<input type="text"/>				
Website	<input type="text"/>				
Act *	<input type="text" value="--Select--"/>				
SPOC Person Name	<input type="text"/>		SPOC Email id *	<input type="text"/>	<input type="button" value="Validate"/>
SPOC Phone Number	<input type="text"/>	<input type="button" value="Validate"/>			
Organization Type*	<input type="radio"/> Profit <input type="radio"/> Non-Profit				
Do you have SID TP ID ? *	<input type="radio"/> Yes <input checked="" type="radio"/> No				
Type of business/Activity of Applicant Organization*	<input type="checkbox"/> Vocational Training <input type="checkbox"/> Education(Institutions) <input type="checkbox"/> Registered Training Provider <input type="checkbox"/> Manufacturing and Trainers <input type="checkbox"/> Service Provider <input type="checkbox"/> Others				

Head Office/Registered Office Address

Address Category	<input checked="" type="radio"/> Urban <input type="radio"/> Rural	
House no./ Bld. No./ Apt. No *	<input type="text"/>	Street/ Road/ Lane *
Area/locality/Sector	<input type="text"/>	Landmark
State/UT*	<input type="text" value="--Select--"/>	District *
Tehsil	<input type="text" value="--Select--"/>	Town
Ward	<input type="text" value="--Select--"/>	
Police Station	<input type="text"/>	
Pin Code *	<input type="text" value="--Select--"/>	Post Office
Phone Number (with STD code)	<input type="text"/>	Mobile Number *
Fax Number (with STD code)	<input type="text"/>	Email Address

Organization Registration Details (as per the Registration Certificate)

CIN/Trust/Society/LLP/PAN (For Sole Proprietor/Partnership) Registration Number*	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen	
State where registered*	<input type="text" value="--Select--"/>		
Date of Registration/Incorporation*	<input type="text" value="31"/>		
PAN*	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen	
TAN	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen	
Are you registered with GST?*	<input checked="" type="radio"/> Yes <input type="radio"/> No		
GSTIN *	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen	
1.1 Are you registered under Section 12A or any other Section of Income Tax Act?*	<input checked="" type="radio"/> Yes <input type="radio"/> No		
1.1.a If Yes, Upload relevant registration document.	<input type="button" value="Choose File"/> No file chosen		
1.2 Upload By Laws of the Applicant Entity i.e., Registration Deed or MoU as applicable*	<input type="button" value="Choose File"/> No file chosen		
1.3 List of Governing Body/Director/Trustees/Partners	<input type="button" value="Choose File"/> No file chosen		
1.4 Are you registered in NGO Darpan?*	<input checked="" type="radio"/> Yes <input type="radio"/> No		
1.4.a NGO Darpan Id*	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen	
1.5 Are you Registered on DPIIT as a Start-up?*	<input checked="" type="radio"/> Yes <input type="radio"/> No		
1.5.a If Yes, Upload relevant registration document.	<input type="button" value="Choose File"/> No file chosen		
1.6 Are you Registered on MSME Udyam Registration?*	<input checked="" type="radio"/> Yes <input type="radio"/> No		
1.6.a If Yes, Upload relevant registration document.	<input type="button" value="Choose File"/> No file chosen		
1.7 Number of member organizations associated *	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen	
Upload Annexure 10 as well as data in excel file i.e. the list of member organizations			

9. User will enter detail in Basic Information section.

10. Type of Applicant Organization are below mention :-

- a. Industry
- b. Industry Associates
- c. Start Up
- d. Community Based Organization
- e. MSME
- f. Industrial Placement Facilitation Organization

11. For OTP verification, User will enter email id and click on validate button.

12. After clicking on validate button, user will get OTP on registered email id

Basic Information

Type of Applicant organization *	<input type="text" value="Industry"/>		
Name of the Organization (As per PAN) *	<input type="text" value="Abhinav Associates"/>	Email id *	<input type="text" value="abhinav.chauhan@hstpl.com"/> <input type="text" value="858188"/> <input type="button" value="Enter"/> <input type="button" value="Resend"/>
Website	<input type="text"/>		
Act *	<input type="text" value="--Select--"/>		
SPOC Person Name	<input type="text"/>	SPOC Email id *	<input type="text"/> <input type="button" value="Validate"/>
SPOC Phone Number	<input type="text"/> <input type="button" value="Validate"/>		

Note: Red arrows in the original image point to the email ID and OTP input fields.

13. There are two condition for OTP :-

- a. Click on Enter button to validate OTP.
- b. Click on Resend button to resend OTP.

14. After entering OTP, user will click on enter button to validate the OTP.

15. User needs to fill entries in all the fields mark with Asterisk Sign(*).

16. For OTP verification, User will enter SPOC email id and click on validate button.

17. After clicking on validate button, user will get OTP on registered email id

Type of Applicant organization *

Name of the Organization (As per PAN) *

Website

Act *

SPOC Person Name

SPOC Phone Number

Organization Type* Profit Non-Profit

Do you have SID TP ID ? * Yes No

Type of business/Activity of Applicant Organization* Vocational Training
 Education(Institutions)
 Registered Training Provider
 Manufacturing and Trainers
 Service Provider
 Others

Email id *

SPOC Email id *

18. There are two condition for OTP :-

- a. Click on Enter button to validate OTP.
- b. Click on Resend button to resend OTP.

19. After entering OTP, user will click on enter button to validate the OTP.

20. For OTP verification, User will enter SPOC phone no and click on validate button.

21. After clicking on validate button, user will get OTP on registered email id

SPOC Phone Number

Organization Type* Profit Non-Profit

Do you have SID TP ID ? * Yes No

Type of business/Activity of Applicant Organization* Vocational Training
 Education(Institutions)
 Registered Training Provider
 Manufacturing and Trainers
 Service Provider
 Others

22. If User has SID TP Id, then user have to click on Yes Radio button.

23. Enter SID TP ID and click on view information button.

24. TP detail will get bind in grid list as shown below :-

SID TP ID*

TP Name
Training Academy For Skills And Technical Education

25. User will enter record in mandatory fields mark with asterisk sign (*) in Head Office/Registered Office Address.

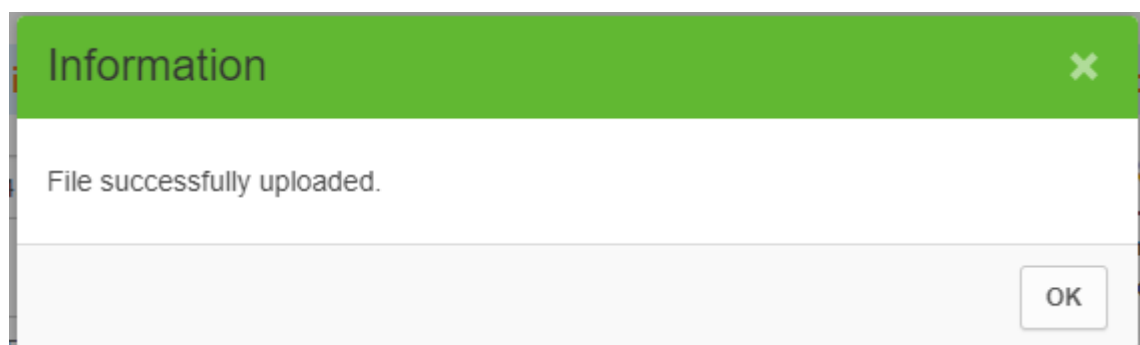
Head Office/Registered Office Address

Address Category	<input checked="" type="radio"/> Urban <input type="radio"/> Rural		
House no./ Bld. No./ Apt. No *	<input type="text" value="22 b"/>	Street/ Road/ Lane *	<input type="text" value="Local Street"/>
Area/locality/Sector	<input type="text"/>	Landmark	<input type="text"/>
State/UT*	<input type="text" value="UTTAR PRADESH"/>	District *	<input type="text" value="GHAZIABAD"/>
Tehsil	<input type="text" value="Ghaziabad"/>	Town	<input type="text" value="Ghaziabad (M Corp.)"/>
Ward	<input type="text" value="Ghaziabad (M Corp.) -"/>		
Police Station	<input type="text"/>		
Pin Code *	<input type="text" value="201017"/>	Post Office	<input type="text" value="Raj Nagar Extension S"/>
Phone Number (with STD code)	<input type="text"/>	Mobile Number *	<input type="text" value="7827537282"/>
Fax Number (with STD code)	<input type="text"/>	Email Address	<input type="text"/>

26. User will enter record in mandatory fields mark with asterisk sign (*) in Organization Registration Details (as per the Registration Certificate)
27. User will choose the file and click on upload button to upload the file.
28. To delete uploaded file, User has to click on delete icon

Organization Registration Details (as per the Registration Certificate)

CIN/Trust/Society/LLP/PAN (For Sole Proprietor/Partnership) Registration Number*	<input type="text" value="123456"/>	Choose File	1. Ndls to... ticket.pdf	
State where registered*	<input type="text" value="UTTAR PRADESH"/>			
Date of Registration/Incorporation*	<input type="text" value="31"/>			
PAN*	<input type="text"/>	Choose File	No file chosen	
TAN	<input type="text"/>	Choose File	No file chosen	



29. To save record, User has to click on Save and Continue button.
30. To close the form, User has to click on close button.

1.3 List of Governing Body/Director/Trustees/Partners

Choose File No file chosen



ticket.pdf

1. Nds to
mumbai
ticket.pdf

1.4 Are you registered in NGO Darpan?*

Yes No

1.5 Are you Registered on DPIIT as a Start-up?*

Yes No

1.6 Are you Registered on MSME Udyam Registration?*

Yes No

1.7 Number of member organizations
associated *

20

Choose File No file chosen



1. Nds to

mumbai
ticket.pdf

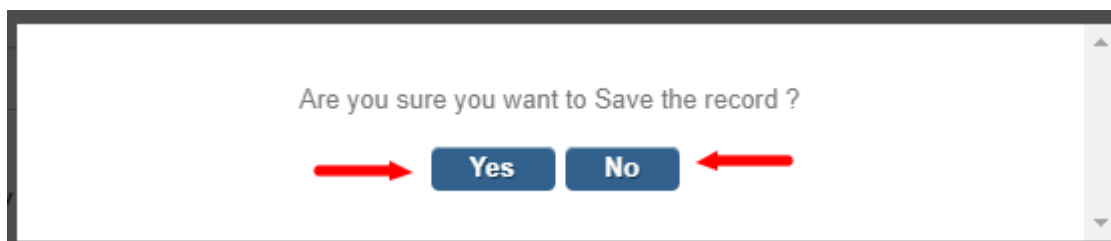
Upload Annexure 10 as well as data in
excel file i.e. the list of member
organizations

SAVE & CONTINUE

CLOSE

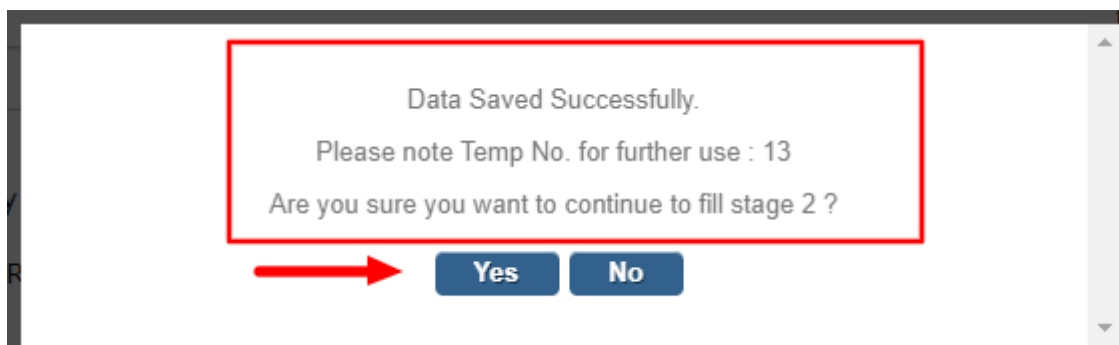
31. After clicking on Save & Continue button, a pop up will appear.

- a. To save the record, User has to click on Yes button.
- b. In case user not want to save the record, User will click on No button.



32. After clicking Yes button, Temp id will get generated and user can continue applicant registration.

33. User will click on Yes button to continue.



34. After clicking on Yes button, user will get redirect to Applicant Registration Stage – 2 page.

35. Applicant Registration Stage -2 has one section name as “Share Holder/Trustees/Members/Partner”

36. Share Holder/Trustees/Members/Partner” has divided into 3 sub section

- a. Head of the Organization/Authorized Signatory Details
- b. Authorized Person Details
- c. Head of Organization

37. In Authorize details section, user will enter details in mandatory fields mark with asterisk sign (*).

Authorized Person Details

Name*	<input type="text"/>	Designation *	<input type="text"/>
PAN Number*	<input type="text"/>		
Email Id*	<input type="text"/>	ID Proof*	<input type="text"/>
ID Number.*	<input type="text"/>	Valid Till.	<input type="text"/>
Id Document. *	<input type="button" value="Choose File"/> No file chosen		<input type="text"/>
Upload CV	<input type="button" value="Choose File"/> No file chosen		
Authorized Person Photo*	<input type="button" value="Choose File"/> No file chosen		
Address Category	<input checked="" type="radio"/> Urban <input type="radio"/> Rural		
House no./ Bld. No./ Apt. No *	<input type="text" value="22"/>	Street/ Road/ Lane *	<input type="text"/>
Area/locality/Sector	<input type="text"/>	Landmark	<input type="text"/>
State/UT*	<input type="text"/>	District *	<input type="text"/>
Tehsil	<input type="text"/>	Town	<input type="text"/>
Ward	<input type="text"/>		
Police Station	<input type="text"/>		
Pin Code *	<input type="text" value="201001"/>	Post Office	<input type="text"/>
Phone Number (with STD code)	<input type="text"/>	Mobile Number *	<input type="text"/>
Fax Number (with STD code)	<input type="text"/>		

38. Is The Authorized Signatory also the Head of the Organization? Is the head of Organization. Then user has select Yes radio button. All the record from Authorized person details will get bind in Head of organization section.

Head of the Organization

Is The Authorized Signatory also the Head of the Organization? Yes No

Head of the Organization

Name*	<input type="text"/>	Designation *	<input type="text"/>
PAN Number*	<input type="text"/>		
Email Id*	<input type="text"/>	ID Proof*	<input type="text"/>
ID Number. *	<input type="text"/>	Valid Till.	<input type="text"/>
Id Document. *	<input type="button" value="Choose File"/> No file chosen		<input type="text"/>
Upload CV	<input type="button" value="Choose File"/> No file chosen		
Authorized Person Photo *	<input type="button" value="Choose File"/> No file chosen		
Address Category	<input checked="" type="radio"/> Urban <input type="radio"/> Rural		
House no./ Bld. No./ Apt. No *	<input type="text"/>	Street/ Road/ Lane *	<input type="text"/>
Area/locality/Sector	<input type="text"/>	Landmark	<input type="text"/>
State/UT*	<input type="text"/>	District *	<input type="text"/>
Tehsil	<input type="text"/>	Town	<input type="text"/>
Ward	<input type="text"/>		
Police Station	<input type="text"/>		
Pin Code *	<input type="text"/>	Post Office	<input type="text"/>
Phone Number (with STD code)	<input type="text"/>	Mobile Number *	<input type="text"/>
Fax Number (with STD code)	<input type="text"/>		
Upload Board Resolution to appoint authorised signatory*	<input type="button" value="Choose File"/> No file chosen		

39. After entering all the record, user will click on Save and continue button to save the record.

Phone Number (with STD code) Mobile Number *

Fax Number (with STD code)

Upload Board Resolution to appoint authorised signatory* No file chosen

40. After clicking on Save and Continue button, user has to click on declaration Yes button.

I declare that details of shareholders/Trustee/Member/Partner is complete and correct in all respects.

41. Again, user has to click on Yes button to redirect on Stage 3.

Data Saved Successfully.

Are you sure you want to continue to fill stage 3 ?

42. User will get redirect to Declaration page section.

43. User will select Yes/No from drop down list for all the declaration points.

+ DECLARATION Cum UNDERTAKING

*(File Format Must be JPG/JPEG/PNG/PDF upto 5 MB)

1. Declaration

- Has the registering organization that intends to submit proposal under Terms of Reference of the RFP or its owners/Directors ever been convicted by a court for any criminal offence or any other offence involving moral turpitude or fraud or have been found guilty of any economic offence at any time in the past? *
- Has the registering organization that intends to submit proposal under Terms of Reference of the RFP been associated with an organization or its owners/directors been an employee or director of an organization or over which applicant organization or its owners/directors exercised management or policy control, or ever been convicted of any criminal offence or any criminal suit filed during the period of association? *
- Has the registering organization that intends to submit proposal under Terms of Reference of the RFP or its owners/directors ever been found guilty by any court / regulatory body / self-regulatory organization / stock exchange for any offence in India or abroad? *
- Has action ever been taken/initiated against the registering organization that intends to submit proposal under Terms of Reference of the RFP or its owners/directors by the Ministry of Skills Development and Entrepreneurship (MSDE) or Any Ministry or NSDC for suspension or cancellation or debaring or blacklisting, or any show cause notice issued for acts committed during undertaking of implementation of any projects in the past ? *
- Has the registering organization that intends to submit proposal under Terms of Reference of the RFP or its owners/Directors ever been associated with any organization as a director or an employee of such organization against which the Ministry of Skills Development and Entrepreneurship (MSDE) or Any Ministry or NSDC had initiated action/taken action of suspension or cancellation or debaring or blacklisting, or any show cause notice issued for acts committed during the period of association? *

44. User has to select all the check box of undertaking section.

2. UNDERTAKING

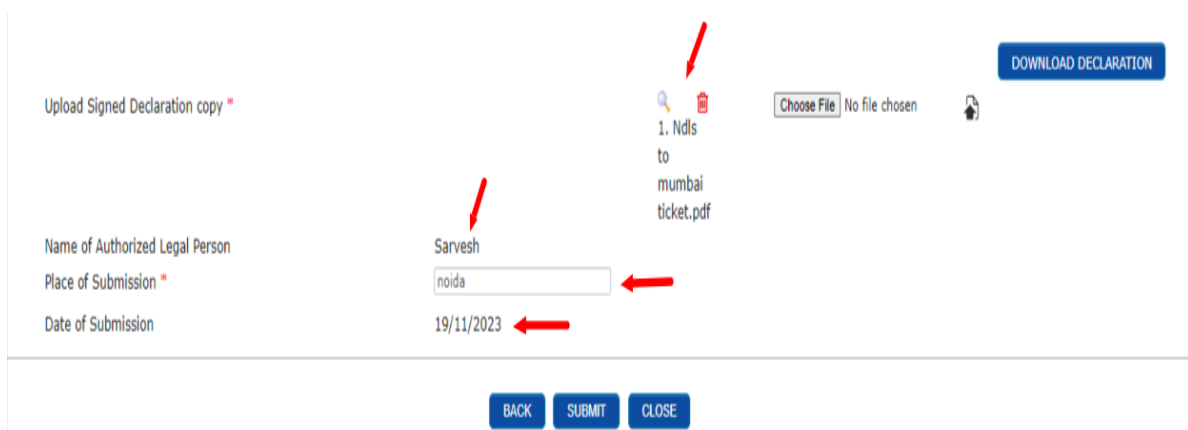
- That all information provided in the Proposal and documents submitted by us is true and correct.*
- I undertake that I have read and understood the public RFP document and have submitted all document as per the eligibility criteria for my organization.*
- I am aware that my proposal will be evaluated as per the weightage parameters mentioned in the RFP document, applicable for my organization.*
- I am aware that application fee charged is not refundable and I am also aware that the payment of fee does not guarantee any target allocation to my organization.*
- That we shall make available to NSDC all additional information that NSDC may find necessary and ask from us for the evaluation of the Proposal.*
- I certify that the information provided by me with respect to the organization, authorized signatory and head of the organization will form part of the organization evaluation process and due-diligence in the event of my application for allocation of the target under the terms of reference of the RFP and will not be changed after submission of the registration form.*
- That we agree that NSDC shall, at all times, have the complete rights to share the credit information relating to us and / or our officials/directors/employees etc. as deemed appropriate, with CIBIL or any other institution as approved by RBI from time to time.*
- I have taken a print out of the completely filled-in application form and have read all of its details carefully and certify that the information furnished in this application and all the corresponding documentary proof provided a) has been checked and approved by owners/ managing directors/ trustees and b) is complete and correct in all respects.*
- I, as an authorized signatory, have downloaded the declaration cum undertaking and have signed the document myself and affixed the seal of the organization.*
- That we are in compliance with all applicable laws including but not limited to labour laws, environmental laws, tax laws, industrial laws.*
- That we have not been blacklisted by any Central/State Government Agency/Body/Corporation.*
- That we have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in respect of any proposal submitted by us or any agreement entered into by us with NSDC or any other public sector enterprise or any government, Central or State.*
- That we have taken steps to ensure that no person acting for us or on our behalf has engaged or shall engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.*
- That we, in regard to matters other than security and integrity of the country, have not been convicted by any Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to provide the Services under RFP / Contract or which relates to a grave offence that outrages the moral sense of the community.*
- In case any discrepancy is identified/brought to the notice of NSDC after starting of the training; NSDC reserves the right to initiate actions such as including but not limited to revoking of targets, non-payment of training cost incurred, financial recovery of training cost and/or all money already released, blacklisting of TP, etc.*

45. User has to upload declaration copy.

46. Name of Authorized legal person will be auto populated.

47. User will enter place of submission

48. Date of Submission will be auto populated.



The screenshot shows a web form for uploading a signed declaration. At the top right is a blue button labeled "DOWNLOAD DECLARATION". Below it is a file upload area with a "Choose File" button and the text "No file chosen". A file named "1. Ndis to mumbai ticket.pdf" is shown as uploaded. The form fields are: "Name of Authorized Legal Person" with the value "Sarvesh"; "Place of Submission" with the value "noida"; and "Date of Submission" with the value "19/11/2023". At the bottom are three buttons: "BACK", "SUBMIT", and "CLOSE". Red arrows point to the file upload area, the "Sarvesh" text, the "noida" text, the "19/11/2023" text, and the "SUBMIT" button.

49. User will click on submit button to save the record.

Upload Signed Declaration copy *

1. Ndfs to mumbai ticket.pdf

Choose File No file chosen

DOWNLOAD DECLARATION

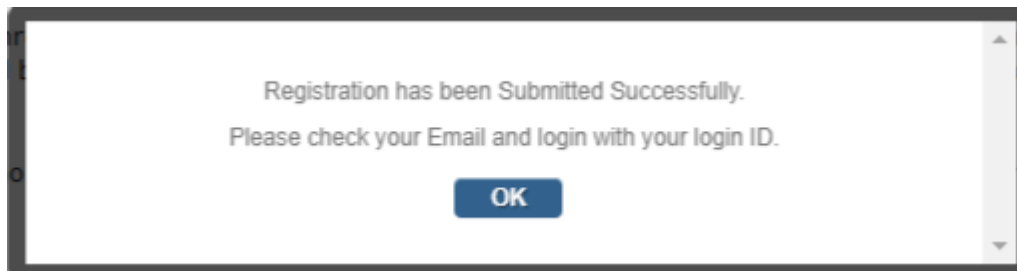
Name of Authorized Legal Person Sarvesh

Place of Submission * noida

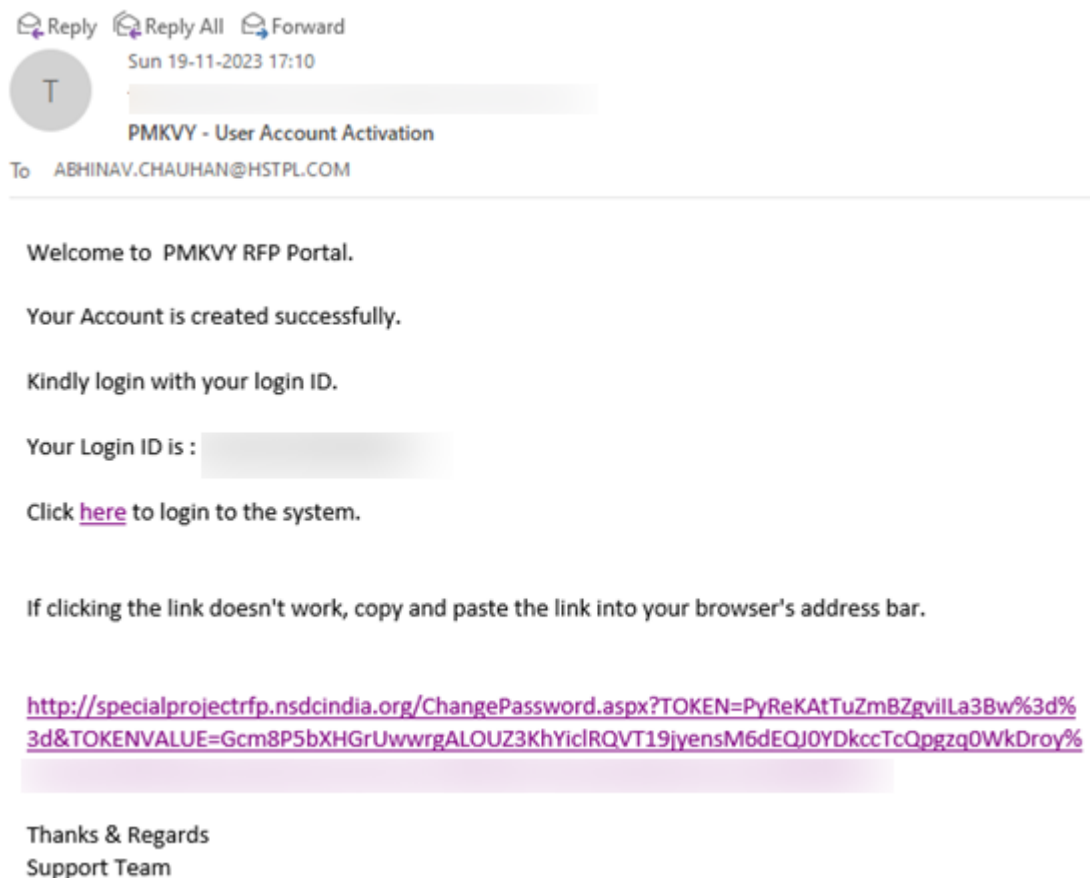
Date of Submission 19/11/2023

BACK SUBMIT CLOSE

50. After clicking on submit button, Applicant registration will get completed. Login details will be shared on registered email id.



51. User will get link on registered mail id to generate the password.



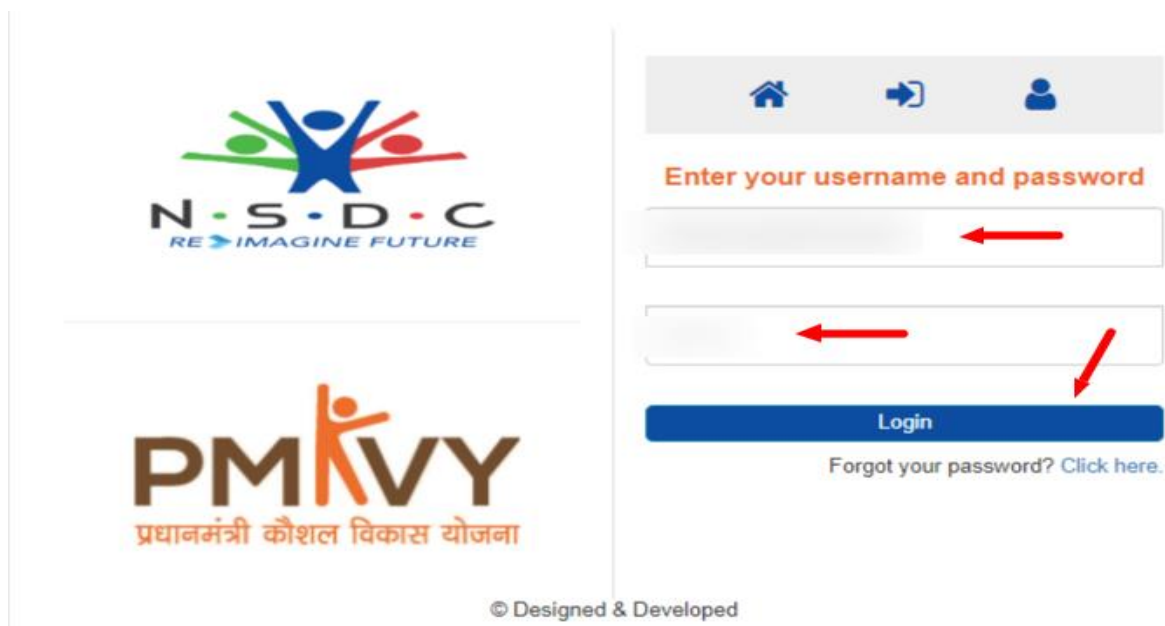
2. LOGIN

1. To get login into the application, user has to click on login button.

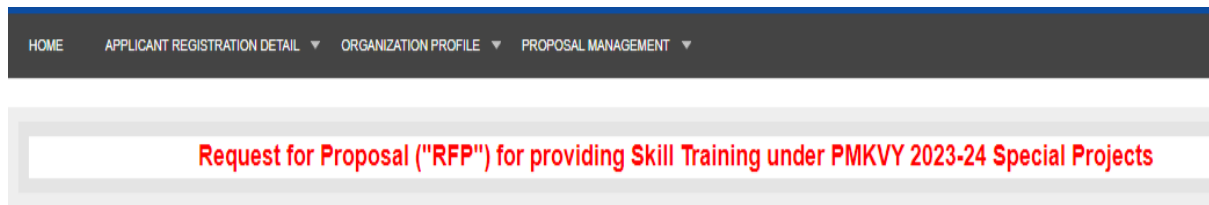


2. After clicking on login button, User will get redirect to login page.

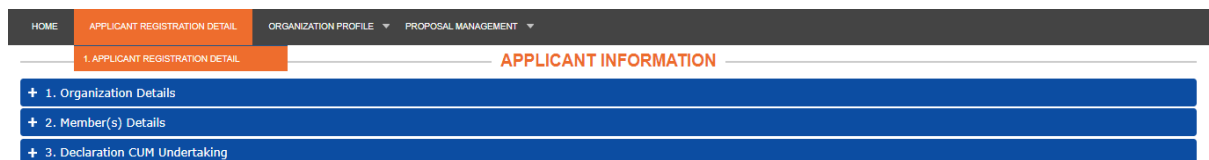
- a. User will enter username
- b. User will enter password.
- c. Click on Login button



3. After clicking on login button, User will get redirect to dashboard of the application.



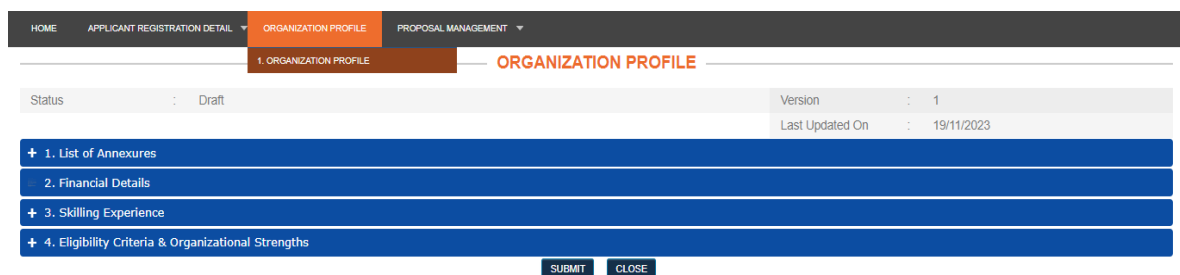
4. To view the application registration details, organizational details and declaration cum undertaking details, user needs to click on application registration menu.



3. ORGANIZATIONAL PROFILE

1. After login, User will get redirect to dashboard.

2. On dashboard, User will click on Organizational Profile section.



3. Organizational Profile is divided into four sub section :-

- a. List of Annexures.
- b. Financial Details
- c. Skilling Experience
- d. Eligibility Criteria & Organizational Strength.

4. Firstly, User will open List of Annexure Section.
5. Annexure no and Annexure Name will be auto populated
6. User will upload the Annexure.

1. List of Annexures

*(File Format Must be JPG/JPEG/PNG/PDF upto 5 MB)

Annexure No.	Annexure Name	Upload
1	Board Resolution Format	<input type="button" value="Choose File"/> No file chosen
2	Waiver/Flexibility Required for Project Execution	<input type="button" value="Choose File"/> No file chosen

7. User has to fill all the details and upload related document in Financial Strength section as show below :-

2. Financial Details

*(File Format Must be JPG/JPEG/PNG/PDF upto 5 MB)

Financial Year	ITR	ITR Acknowledgement Number	ITR Acknowledgement document upload	Annual Turnover (in Rs.)	Net worth (in Rs.)	Donation/ Grant/ Funding (in Rs.)	Name of the Statutory Audit Firm	Name of Statutory Auditor	CA membership No.	Mobile No.	Email Id	Statutory Auditor Report along with financial Statements	CA Certificate document upload
2022-2023	YES	1	<input type="button" value="Choose File"/> 1. Ndis to ...al ticket.pdf	100000000	200000	5000	Abhinav Associ	Abhinav	101	8989898989	abhinav@gmail	<input type="button" value="Choose File"/> 1. Ndis to ...al ticket.pdf	<input type="button" value="Choose File"/> 1. Ndis to ...al ticket.pdf
2021-2022	YES	2	<input type="button" value="Choose File"/> 1. Ndis to ...al ticket.pdf	100000000	200000	5000	Sarvesh Associ	Sarvesh	102	8989898989	sarvesh@gmail	<input type="button" value="Choose File"/> 1. Ndis to ...al ticket.pdf	<input type="button" value="Choose File"/> 1. Ndis to ...al ticket.pdf
2020-2021	YES	3	<input type="button" value="Choose File"/> 1. Ndis to ...al ticket.pdf	100000000	200000	5000	Ankit Associate	Ankit	103	8989898989	ankit@gmail.co	<input type="button" value="Choose File"/> 1. Ndis to ...al ticket.pdf	<input type="button" value="Choose File"/> 1. Ndis to ...al ticket.pdf

Average Annual Turnover for Last 3 "Audited" Financial Years (in Rs.): 100000000

Net worth of the Organization As on March 31, 2023 : 200000

Total donation received by the listed companies/multilateral organizations in latest 3 years : 15000

8. After filling all the details, User will click on Save as Draft button, to save the record.
9. In Skilling Experience section, user can add previous project details.
10. User will click on Add Project button to add project.

3. Skilling Experience

4.1 Details of Completed Projects [Only projects in which Actual training has been completed and placement provided from 1-Apr-2020 to 31-Mar-2023]

In case of PMKVY Central or state component, the data reported on NSDC SIP will be considered for scoring and evaluation purposes.

4.1.1 Add Previous Project Detail

ADD PROJECT

No Records Found!

11. In project detail section, user has to fill record in all the fields mark with Asterisk Sign (*).

4.1 Details of Completed Projects [Only projects in which Actual training has been completed and placement provided from 1-Apr-2020 to 31-Mar-2023]

In case of PMKVY Central or state component, the data reported on NSDC SIP will be considered for scoring and evaluation purposes.

1. Type of Project *

2. Name of Project Awarding Organization * (File Format Must be JPG/JPEG/PNG/PDF upto 5 MB)

3. Contract no./Work Order no./Sanction no./Affiliation No.

4. Date of Sanction / Target Allocation *

5. Upload Sanction order / Reference Details / Email copy * Choose File No file chosen

6. Project cost (In Rs.)

7. Training Start Date *

8. Training End Date *

9. Duration (days) *

10. Project status *

11. Total Candidates Enrolled *

12. Total Candidates Trained *

13. Total Candidates Certified *

14. Total Candidates Placed *

15. Total Candidates Self Employed *

17. Total Wages Employment

18. Date at which provided Training/Placement figures have been Achieved *

19. Documentary evidence for Ongoing Project / Screenshot of Project Website Choose File No file chosen

20. Upload Project Closure Certificate Choose File No file chosen

12. In financial year wise section, user will enter detail in all the fields and click on add button.

13. After clicking on Add button, record will get bind in the grid list.

4.1.1 Financial Year Wise Skilling and Placement Experience

1. FY Year * 2. Total Candidates Enrolled * 3. Total Trained * 4. Total Certified * 5. Total Placed * 6. Total Self Employed * 7. Total Wages Employment

--Select--

ADD

Sr.No	Financial Year	Total Enrolled	Total Trained	Total Certified	Total Placed	Total Self Employed	Total Wages Employment	Delete
1	2020-21	100	25	25	25	25	25	0 X
	Total	100	25	25	25	25	25	0

14. In Trade wise Skilling Experience section, user has to fill record in all the field and click on Add button.

4.1.2 Trade-wise Skilling Experience details.

1. Sector * 2. Trade * 3. Total Candidates Enrolled * 4. Total Trained * 5. Total Certified * 6. Total Placed * 7. Total Self Employed * 8. Total Wages Employment

--Select-- --Select--

ADD

Sr.No	Sector	Trade	Total Enrolled	Total Trained	Total Certified	Total Placed	Total Self Employed	Total Wages Employment	Delete
1	Handicrafts and Carpet	Paper Mache Products Artisan (HCS/Q4401)	100	25	25	25	25	25	0 X
	Total		100	25	25	25	25	25	0

15. In Project Awarding Agency/Organizational Details section, User has fill detail in all the fields and click on add button to save the record in grid list.

4.1.2 Trade-wise Skilling Experience details.

1. Sector * 2. Trade * 3. Total Candidates Enrolled * 4. Total Trained * 5. Total Certified * 6. Total Placed * 7. Total Self Employed * 8. Total Wages Employment

Sr.No	Sector	Trade	Total Enrolled	Total Trained	Total Certified	Total Placed	Total Self Employed	Total Wages Employment	Delete
1	Handicrafts and Carpet	Paper Mache Products Artisan (HCS/Q4401)	100	25	25	25	25	25	0
Total			100	25	25	25	25	25	0

16. User will click on save as draft button to save the record.

17. In Eligibility Criteria & Organization Strength, User has to fill record in all the fields and upload related document.

Note :- Eligibility Criteria and Organizational Strength detail parameter will change according to the Applicant Organization Type.

18. User will select Yes/No for the given parameters and will upload the document for the required parameter.

4. Eligibility Criteria & Organizational Strengths

Applicant Organization Type : Industry
 Training Category : SP

*(File Format Must be JPG/JPEG/PNG/PDF upto 5 MB)

Eligibility Criteria

1	Applicant Industry should be the Project Implementing Agency (PIA).	If Yes, Please Upload Annexure 7 i.e. Undertaking to show Industry as PIA	YES	<input type="button" value="Choose File"/> 1. Ndis to...i ticket.pdf
2	The trainees should not be current employees of the applicant organization	If Yes, Please Upload Annexure 7 i.e. Undertaking to show trainees should not be current employees of the applicant organization	NO	
3	Applicant to ensure >= 75% captive placement/ placement for certified candidates	If Yes, Please Upload Annexure 8 i.e. declaration to ensure that captive placement/ placement is offered to greater than or equal to 75% certified candidates.	NO	

Organizational Strengths

4	What is the Annual Turnover of the organization ?	100000000
5	How many candidates have completed training in the past 3 years as part of your organisation's past skilling activities?	0

19. User will click on Save as Draft button to save the record.

20. User will click on Submit button to submit the record.

4. PROPOSAL STRENGTH

1. User will click on Proposal Strength menu, to add new proposal.

The screenshot shows the top navigation bar with 'PROPOSAL MANAGEMENT' selected. Below it, a sub-menu is open with '1. PROJECT PROPOSAL' and 'APPLICATION FORM' options. The 'APPLICATION FORM' option is highlighted in orange. Below the navigation, there is a table with columns: 'Edit / View', 'Proposal Code', 'Date', 'Applicant', 'Status', and 'Transaction Id / Status'. The table is currently empty, displaying 'Record not found!'. There is also a search bar and a 'Show 10 entries' dropdown.

2. User will click on Apply for Project button to add new proposal.

The screenshot shows the 'PROJECT APPLICATION FORM' page. The 'APPLY FOR PROJECT' button is highlighted with a red arrow. Below the button, there is a search bar and a 'Show 10 entries' dropdown. The table below the search bar is empty, displaying 'Record not found!'. The table columns are: 'Edit / View', 'Proposal Code', 'Date', 'Applicant', and 'Status'.

3. After clicking on Apply for Project button, User will get redirect to General tab of the proposal form.
4. All the details in General tab, all the record will get bind automatically.
5. User will click on Save and Proceed button, to proceed on next tab.

The screenshot shows the 'PROJECT PROPOSAL FORM' with the 'General' tab selected. The form contains the following details:

Proposal Code:	N/A	Applicant Org Version:	N/A	Applicant Org Submission:	N/A
Applicant :	N/A				

Applicant Organization Type :	Industry
PRN of Applicant organization :	NSDC2023RFP00002
Name of Applicant Organization :	RAXA SECURITY SERVICES LTD
PAN No. :	ABCTY1234Y
TAN No. :	NA
Website address :	TEST2.COM
Type of business/Activity of PIA :	Vocational Training , Education(Institutions)
Act under which registered :	NA
Date of incorporation :	01/12/2014
State where registered :	BIHAR
Incorporation Certificate Number :	1234

At the bottom of the form, there are two buttons: 'CLOSE' and 'SAVE & PROCEED>>'. A red arrow points to the 'SAVE & PROCEED>>' button.

6. User will enter details in all the fields mark with asterisk sign (*) in project proposal form as shown below :-

2.1 Proposal

About the Proposal- Background, Project Rationale, Target Population, Measurable Outcomes *

Brief of Project Proposal (Upload Relevant Document) *

Proposed training target

2.2 Proposed Job-Role Wise Capacity (Training Plan)

State/UT * District * Training Address *

Sector * Job-Role* Upload relevant document of one year experience in the proposed sector *

Targets to be proposed for training to be start in Dec 23 * Jan 24 Targets Proposed * Feb 24 Targets Proposed * Mar 24 Targets Proposed * Total Targets Proposed *

Sr.No	State/UT	District	Training Address	Sector	Job-Role	NSQF Level	Relevant document of one year experience	Type of Job Role	Total OP Hours (Theory + Practical + ES)	OJT Hours	Total Hours	CCN Category	CCN Rate	Total Training Cost per Candidate	Dec 23	Jan 24	Mar 24	Total Target Proposed	Total Budget	Delete	
1	HIMACHAL PRADESH	BILASPUR	TC	Furniture and Fittings	Assistant Carpenter (FFS/Q2201)	3	1_Ndis_to_mumbai_ticket.pdf	Regular	420	0	420	II	27.89	11713.8	10	1	10	10	31	363127.80	X
Total																		31	363127.80		

7. In Additional Skill section, User will fill details in all the mandatory fields :-

2.3 Additional Details

Agri-Tech and Food Processing-Tech Job Roles

Agri-Tech Job Roles: 1

Food Processing-Tech Job Roles: 1

Financial Strength

What is the financial strength of the applicant organization: Average Annual Turnover for the Last 3 Financial Years? * 217627567568

Proposed Project Cost

Proposed Total Project Budget (Rs.) * 2895117.00

Vulnerable candidates coverage (Vulnerable candidates - Women/ PwD/ Transgender/ SC/ ST/ Others)

Does the organization offer training to Vulnerable candidates such as Women/ PwD/ Transgender/ SC/ ST/ Others? (text box to explain Others if selected) * YES

Women 1

PwD 0

Vulnerable candidates coverage (Vulnerable candidates - Women/ PwD/ Transgender/ SC/ ST/ Others

Does the organization offer training to Vulnerable candidates such as Women/ PwD/ Transgender/ SC/ ST/ Others? (text box to explain Others if selected) *

Women

PwD

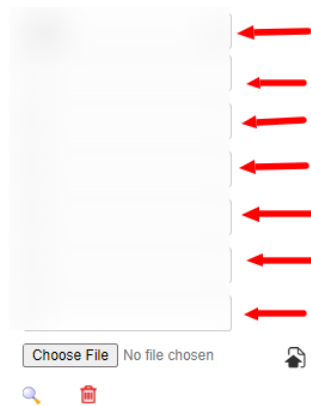
Transgender

SC

ST

Others Category

a. Upload Annexure 3 *



Choose File No file chosen

Special geographies coverage geographies

Proposal Innovativeness - Proposal objective, relevance, and Value Addition

Innovation Categories * Description *

Upload supporting document (if any) No file chosen

ADD INNOVATION CATEGORIES

Innovation Categories	Description	Document	Delete
Innovation in Curriculum and Content	ttr	2682cede4.pdf	X
Innovative Mobilization Method	xzzX		X

8. User will click on Save as Draft button to save the record.
9. User will click on Save & Proceed button to get redirect to declaration page.
10. User has to select all the declaration points, mention in declaration page.
11. Name of Authorized Legal Person will be auto populated
12. User will fill details in Place of submission.
13. Date of Submission will be auto populated.

Name of Authorized Legal Person

Place of Submission *

Date of Submission

<< PREVIOUS CLOSE SUBMIT >>

14. User will click on Yes button to save the record.

Are you sure you want to Proceed ?


15. After Submitting the record, user will get redirect to Proposal Payment page.


Note -:


- **Registration fees will be 10,000 Rs (One time cost) and Per proposal fees is 2500 RS**
- **Single Applicant can apply for Multiple proposal.**


16. Transaction Type selected as Online

PROPOSAL PAYMENT


Transaction Type * 

Registration Fee* 

Proposal Fee* 

Transaction Amount* 

Note: Application fee is non-refundable in any or all circumstances.













17. After submission of the fees, proposal will successfully submitted and reflect on the dashboard of the project proposal module.

18. User can also download list of proposal in excel format.

PROJECT APPLICATION FORM

APPLY FOR PROJECT

Edit / View	Proposal Code	Date	Applicant	Status	Transaction Id / Status
					
					
					
					
					
					
					
					
					



Thank You