**Expression of Interest (EOI)Format**

**Professional Training Program**

**(Level - 2 with OJT)**

**2076/77**

**Government of Nepal**

**Ministry of Education, Science and Technology**

**Enhanced Vocational Education and Training Project (EVENT-II)**

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**September, 2019**

**Government of Nepal**

**Ministry of Education, Science and Technology**

**Enhanced Vocational Education and Training Project-Second (EVENT-II)**

**EOI Format for**

**Professional Training (Level - 2 with OJT) Program**

1. **Preliminary Information:**

|  |  |  |
| --- | --- | --- |
| 1 | Name of Training and Employment Service Provider (TESP) |  |
| 2 | Address | Province  |  |
| District |  |
| Municipality/Rural Municipality |  |
| Ward No. and Tole |  |
| 3 | Contact Number | Office Telephone No. |  |
| Email Address |  |
| 4 | Principal/Academic Head | Name  |  |
| Designation |  |
| Mobile Number  |  |
| Email Address |  |
| 5 | Focal Person for this Program  | Name  |  |
| Designation |  |
| Mobile Number  |  |
| Email Address |  |
| 6 | Subject run with affiliation certificate and renewal | Subject | Tick in your Subject | Proposed Quota under this Proposal |
| Professional Plumber |  |  |
| Professional Building Electrician |  |  |
| Professional Motorcycle Mechanic |  |  |
| Professional Welder |  |  |
| Professional Cook |  |  |
| Professional Mason |  |  |
| Professional Light Vehicle Mechanic |  |  |
| Professional Aluminum Fabricator |  |  |
| Total Proposed Quota**Note:** The number of trainees to be trained per TESP cannot be higher than 60 i.e. 3 training events. |  |

1. **Information about Eligibility Requirement:**

***Note: All the supporting documents should be notary certified copy in legible form.***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No.** | **Eligibility Criteria** | **Indicator** | **Yes/No** | **Supporting Documents** |
| **1.** | **Curriculabeing implemented** | Run at least two related occupations/trades in which curriculum has been developed for Professional Training by CTEVT |  | Letter issued by NSTB for Skill test or mark ledger issued by OCE for each occupation/trade. In case of EVENT supported programs, the letter issued by EV ENT PS will be recognized. |
| **2.** | **CTEVT Affiliation** | Affiliated with CTEVT and updated renewal |  | Affiliation and renewal certificate of CTEVT in relevant trade/occupation in short-term training |
| **3.** | **Legal Status and Registration** | Private Institution:1. Duly registered at the Office of the Company Registrar
2. VAT registration
 |  | Registration certificates |
| **4.** | **Transparency:**Disclosure of statements of accounts and audit reports for the last three years | Financial Statements have been disclosed |  | Audited Financial Statements for FYs 2072-73 to 2074-75 or 2073-74 to 2075-76 |
| Audit report  |  | Audit reportsfor FYs 2072-73 to 2074-75 or 2073-74 to 2075-76 |
| 50% of the no. of audit objections with principle issues have been resolved. |  | Evidence of audit arrears resolved |
| 100% of the audit objections with figures have been resolved. |  | Evidence of audit arrears resolved |
| Tax Clearance certificate (for private only) |  | Tax Clearance certificates for FYs 2072-73 to 2074-75 or 2073-74 to 2075-76 |
| **5.** | **Experience** | Five years’ experience of conducting short term training Level 1(390 hours) graduating at least 200 students |  | Letter issued by NSTB with description of each year’s no. of participating and graduating students. In case of EVENT supported programs, the letter issued by EVENT PS will be recognized. |
| One year of experience of conducting level -2 training or TSLC/Diploma in the relevant training graduating at least 40 students |  | Letter issued by NSTB or mark ledger issued by OCE (Office of the Controller of Examinations) with description of each year’s no. of participating and graduating students. In case of EVENT supported programs, the letter issued by EV ENT PS will be recognized. |
| Minimum enrollment:At least 20 students (each training event) |  | Declaration |
| Gainful employment of at least 60 percent in short term training courses in the relevant trade |  | Letter issued by funding agency describing at least 60% students who participated in the skills test are gainfully employed. |
| **6.** | **Data sharing** | Agree to provide base-line data and other necessary information likeTESPs accounts, students, teachers and staffs etc. to the Secretariat |  | Declaration |
| **7.** | **Annual Turnover** | Average annual turnover of Rs. 5 million in the last three fiscal years – 072/73 to 074/75 or 073/74 to 075/76 |   | Total Income as presented in the audited Income Statement  |
| **8.** | **Physical Facilities** | Having own lab for conducting practical classes |  | Photos with description of the lab materials |

**8. Information About Experience**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. No. | FY | Occupations/Trades | Short Term Trainings | TSLC/Diploma |
| No. of Enrollment | No. of Skill Test Appeared Students | No. of Graduate Students | No. of Gainful Employment | No. of Enrollment | No. of Exam Appeared Students | No. of Graduate Students |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
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**9. Resolving Status of Audit Arrears**

|  |  |  |
| --- | --- | --- |
| FY | Audit Arrears with Figures | Audit Arrears with Principle Issues |
| Total Amount | Resolved  | No. of Audit Issues | No. of Issues Resolved |
| 2072/73 |  |  |  |  |
| 2073/74 |  |  |  |  |
| 2074/75 |  |  |  |  |
| 2075/76 |  |  |  |  |
| Total |  |  |  |  |

We hereby declare that:

1. All the information provided above is correct.
2. We are eligible to compete in the TESP selection process as per all the applicable laws of Nepal, and we have no conflict of interest in the process.
3. We agree to providebase-line data, and information on the TESPs accounts, students, teachers and staffs and other necessary information.
4. We agree to abide by the Environmental and Social Management Framework (ESMF) for EVENT II.

Official Seal Signature:

 Name:

Designation: