

INSTITUTE OF ENTREPRENEURSHIP DEVELOPMENT, UTTAR PRADESH (IEDUP)

(Department of Micro, Small & Medium Enterprises and Export Promotion, Govt. of Uttar Pradesh)

A-1 & 2, Industrial Area, Sarojini Nagar, Kanpur Road, Lucknow, Uttar Pradesh – 226008,

Website: www.iedup.in | Email: iedup.director@gmail.com

REQUEST FOR PROPOSAL (RFP)

for Empanelment of Implementing Agencies

**for Implementation of Skill Upgradation Training and Livelihood Support under
Vishwakarma Shram Samman Yojana (VSSY), Uttar Pradesh**

RFP Reference No.: IEDUP/VSSY/RFP/2026-27/01 | Date of Issue: 02 September 2026

1. NOTICE INVITING PROPOSALS

The Institute of Entrepreneurship Development, Uttar Pradesh (IEDUP), Lucknow, on behalf of the Department of Micro, Small & Medium Enterprises and Export Promotion, Government of Uttar Pradesh, invites proposals for eligible Government Implementing Agencies — that is, Central / State Government Public Sector Undertakings (PSUs), Government Companies, Government Corporations, Boards, Government Institutions and Government Autonomous Bodies — for empanelment to organize and implement Skill Upgradation Training and related Livelihood Support activities for traditional artisans under the Vishwakarma Shram Samman Yojana (VSSY), Uttar Pradesh. The selected agencies shall undertake practical trade-focused training, training centre management, beneficiary mobilization, documentation, reporting and approved beneficiary support activities in accordance with applicable Government Orders, scheme guidelines, approved financial norms and directions issued by IEDUP / the Department from time to time.

Vishwakarma Shram Samman Yojana aims to support traditional artisans and craftspeople in rural and urban areas of Uttar Pradesh — including Carpenter (Barhai), Tailor (Darji), Blacksmith (Lohar), Goldsmith (Sunar), Potter (Kumhar), Barber (Nai), Cobbler (Mochi), Basket Weaver, Confectioner (Halwai), Mason (Raj Mistri) and other notified traditional trades — by improving their productivity, quality, income and self-employment opportunities through free skill upgradation training, improved tools and techniques (advanced toolkit distribution) and linkage with suitable livelihood support mechanisms. The programme focuses on practical training in approved traditional trades and on strengthening market readiness and earning potential of artisans.

2. KEY RFP DETAILS

Particulars	Details
Name of the Authority	Institute of Entrepreneurship Development, U.P. (IEDUP), Lucknow
RFP Title	Empanelment of Implementing Agencies (Central / State Government PSUs, Government Companies, Corporations, Boards, Institutions and Autonomous Bodies for implementation of Skill Upgradation Training and Livelihood Support under Vishwakarma Shram Samman Yojana, Uttar Pradesh.

RFP Document Fee	₹1,180/- (Rs. One Thousand One Hundred Eighty only – Non-refundable)
Earnest Money Deposit (EMD)	₹10,000/- (Rs. Ten Thousand only), payable upon empanelment
Proposal Validity	180 days from the last date of submission
Period of Empanelment	2 (Two) Years, extendable based on performance
Mode of Submission	Through hardcopy in sealed envelope (signed & stamped)
Bid Submission Start Date	02 September 2026, 10:00 AM
Bid Submission Closing Date	13 September 2026, 05:00 PM
Date & Time of Opening of Bids	14 September 2026, 12:00 Noon at IEDUP Office, Lucknow
Contact Email	iedup.director@gmail.com Website: www.iedup.in

3. SCOPE OF WORK OF THE IMPLEMENTING AGENCY

The empanelled Implementing Agencies shall, as per district / trade / batch allocation made by IEDUP:

- Mobilize and coordinate eligible traditional artisans / craftspeople and support batch formation as per scheme eligibility and approved targets.
- Conduct free, practical, trade-focused Skill Upgradation Training (training duration, batch size and modules as per prevailing scheme guidelines / Government Orders) through qualified trainers / Master Craftsmen.
- Arrange and manage training centres with trade-specific tools, equipment, consumables, safety arrangements and other prescribed facilities.
- Support toolkit distribution, certification, assessment and approved livelihood support / market-linkage activities of beneficiaries.
- Maintain attendance, photographic / video evidence, MIS entries, documentation and submit reports in the formats and systems prescribed by IEDUP / the Department from time to time.
- Facilitate inspection, monitoring, verification and third-party evaluation as directed by the competent authority.

4. MINIMUM ELIGIBILITY CRITERIA

S. No.	Criteria	Requirement	Documentary Proof
1	Legal Status & Statutory Registration	The applicant MUST be a Government entity — a Central / State Government Public Sector Undertaking (PSU), Government Company (registered under the Companies Act with majority Government ownership), Government Corporation / Board, Government Institution or	Certificate of Incorporation / Registration / Government notification or order establishing the

		Government Autonomous Body, operating in India and holding a valid PAN.	entity, proof of Government ownership / control, MoA / AoA or administrative-department order, PAN and GST certificate (if applicable)
2	Financial Standing	Minimum average annual turnover of ₹5 Crore during the last three financial years (FY 2022-23, 2023-24, 2024-25), certified by a Chartered Accountant with UDIN.	Audited Balance Sheets & P/L Accounts, ITRs, CA-certified turnover certificate with UDIN
3	Experience	Experience in implementation of skill development / vocational training / handicraft-artisan development / livelihood / entrepreneurship or similar Government programmes under State / Central Government / PSUs, with a cumulative training output of not less than 5,000 candidates during the last five financial years.	Work Orders / Agreements / LOAs / Completion Certificates and MIS / certification records evidencing candidates trained
4	Infrastructure & Capacity	Adequate infrastructure, qualified trainers / Master Craftsmen, trade-specific tools, equipment and resources, capacity for district-wise and trade-wise planning, beneficiary coordination, batch formation, documentation, monitoring and reporting, willingness to use the attendance, evidence, MIS and verification systems prescribed by IEDUP / the Department.	Infrastructure documents (owned / rented / leased), trainer CVs / engagement letters, self-declaration
5	Non-Blacklisting & Undertaking	The applicant Government agency should not be blacklisted / debarred by any Central / State Government Department, PSU or Government agency on the date of submission, and shall undertake that it is a Government entity, that all information submitted is true, and that it shall abide by the RFP and its corrigenda.	Notarized affidavit on non-judicial stamp paper of ₹100/-

5. INSTRUCTIONS TO BIDDERS (KEY CONDITIONS)

- 5.1 **Submission of Proposal:** Proposals shall be submitted through hardcopy in sealed envelope, all pages of the RFP shall also be signed and stamped by the authorized signatory before submission. Proposals received after the deadline shall not be entertained.
- 5.2 **RFP Fee & EMD:** The RFP fee of ₹1,180/- (non-refundable) and EMD of ₹10,000/- shall be paid through NEFT / RTGS / Demand Draft in favour of "Institute of Entrepreneurship

Development, U.P., Lucknow", payable at Lucknow. Bank details—Account Name: Institute of Entrepreneurship Development, U.P., Lucknow, A/c No.: 36490100000550 (Current), IFSC: BARB0SAROJI, Bank: Bank of Baroda, Sarojini Nagar, Lucknow, PAN: AAATI1575J.

- 5.3 **Documents Constituting the Proposal:** Covering letter on letterhead, proof of RFP fee & EMD, Power of Attorney / Board Resolution, legal status, PAN, GST and statutory registrations, audited financials / ITRs / CA turnover certificate (FY 2022-23 to 2024-25), experience credentials, candidate-training records and infrastructure documents, duly filled Application Format (Section 7), notarized affidavit, and Declaration (Section 9). It is mandatory to fill in all applicable columns, if any information is not applicable, mention "Nil".
- 5.4 **Proposal Validity:** Proposals shall remain valid for not less than 180 days from the last date of submission.
- 5.5 **Evaluation:** IEDUP shall carry out preliminary scrutiny, eligibility evaluation and technical evaluation as per Section 6. IEDUP may verify documents and undertake presentations, discussions or field verification. Only bidders securing the minimum qualifying marks shall be considered for empanelment.
- 5.6 **Allocation of Work:** Allocation of districts, trades, beneficiary targets, batches and training centres among empanelled Implementing Agencies shall be the sole right of the competent authority, based on programme requirement, sanctioned targets, suitability, capacity, performance and applicable scheme norms. Empanelment shall not guarantee award of any minimum volume of work.
- 5.7 **Financial Norms:** Training duration (as per scheme guidelines), batch size, beneficiary eligibility, toolkit / livelihood support norms, financial rates and other implementation parameters shall be governed by prevailing scheme guidelines, Government Orders and the work order / sanction issued by IEDUP / the Department. Programme cost and admissible expenditure shall be governed by the applicable Common Cost Norms (CCN) / approved financial norms, as amended from time to time.
- 5.8 **Prohibition on Charging:** The Implementing Agency shall not charge any fee, deposit or consideration from any candidate, trainee, artisan or beneficiary under any programme covered by this RFP.
- 5.9 **Confidentiality, Termination & Jurisdiction:** The Implementing Agency shall maintain confidentiality of beneficiary data and programme records. IEDUP reserves the right to accept or reject any proposal, annul the process, or suspend / terminate / de-empanel any agency for non-performance, false information, misconduct, charging of beneficiaries or breach of conditions, after giving an opportunity to explain (except in cases of fraud or wilful misconduct). Force Majeure shall be as decided by IEDUP. All disputes shall be subject to the jurisdiction of courts at Lucknow, Uttar Pradesh.

6. TECHNICAL EVALUATION CRITERIA — 100 MARKS

S. No.	Evaluation Parameter	Existing Evaluation Basis / Marking Slab	Suggested Revised Marking Criteria	Max Marks	Documentary Proof
1	Training & Capacity Building Experience – Skill Development / Training / Workshops / Teaching / Skilling Experience in last Five years	5,000–10,000 candidates/students – 15 Marks More than 10,000 candidates/students trained/taught – 20 Marks	Up to 5,000 candidates – 5 Marks 5,001–15,000 candidates – 10 Marks 15,001–25,000 candidates – 15 Marks More than 25,000 candidates – 20 Marks	20	Work Orders / Sanction Orders / Agreements / Completion of Performance certificate / Govt Portal Attested MIS / Self-Declaration on organization letterhead
2	Experience in Implementation of Government Skill Development / Livelihood / Entrepreneurship / Community Development Schemes	1 scheme/programme – 10 Marks 2 schemes/programmes – 15 Marks 3 or more Government schemes/programmes – 20 Marks	3–5 Govt scheme/programme – 5 Marks 6–10 Govt schemes/programmes – 10 Marks More than 10 schemes/programmes – 15 Marks	15	Work Orders / Sanction Orders / Agreements / Completion of Performance certificate / Govt Portal Attested MIS / Self-Declaration on organization letterhead.
3	Financial Capacity – Average Annual Income / Receipts / Government Grants (FY 2022-23, 2023-24 and 2024-25)	₹5 Crore to < ₹10 Crore – 5 Marks ₹10 Crore to < ₹20 Crore – 10 Marks ₹20 Crore & above – 15 Marks	₹5 Crore to < ₹10 Crore – 5 Marks ₹10 Crore to < ₹15 Crore – 7 Marks ₹15 Crore to < ₹20 Crore – 10 Marks ₹20 Crore & above – 15 Marks	15	Audited Financial Statements / Grants Statements with CA Certificate & ITR

4	Age & Operational Standing of Organisation in Training Activities	Established and in continuous operation for a period up to five (05) years = 5 marks; above five (05) years = 15 marks.	5–10 years of continuous operation – 5 Marks >10–15 years – 10 Marks More than 15 years – 15 Marks	15	Registration / Incorporation Certificate / Government Notification / Establishment Order / along with Self-Declaration on organisation letterhead about oldest similar activity
5	Proof of available Training Infrastructure – Classrooms & Technical Facilities in Uttar Pradesh to organize the training programs	Basic training infrastructure – 5 Marks Adequate laboratories/ workshops – 10 Marks Dedicated laboratories, workshops, training spaces and adequate tools/equipment – 15 Marks	5–10 similar facilities – 5 Marks More than 10 to 15 similar facilities – 10 Marks More than 15 similar facilities – 15 Marks	15	Ownership / Lease Documents / Infrastructure & Equipment Details / Self-Declaration on availability of partner/self centre in Uttar Pradesh on organisation letterhead.
6	Availability of Qualified / certified Trainer/ Faculty/ Resource Persons for Skill Development & Traditional Trade Programmes in Uttar Pradesh	5–10 – 5 Marks 11–29 – 10 Marks 30 or more qualified faculty/trainers/technical experts – 15 Marks	10–20 qualified resource persons – 5 Marks 20–40 – 10 Marks 40–60 – 15 Marks More than 60 – 20 Marks	20	Faculty / Trainer List on organizational role or CV along with TOT certificates for outsourced/partner trainers list
	Total Marks			100	

Only proposals meeting all the minimum eligibility conditions prescribed in Section 4 shall be taken up for technical evaluation. Marks shall be awarded strictly on the basis of valid, verifiable documents uploaded with the proposal; no marks shall be awarded for any claim unsupported by documentary proof. Where a claim falls in more than one slab, marks shall be awarded for the highest slab satisfied and shall not be cumulative within the same parameter.

Minimum Qualifying Score: 60 marks out of 100. A bidder scoring below the said minimum shall be treated as technically non-responsive and shall not be considered for empanelment.

Empanelment shall be made in the descending order of the marks obtained in the technical evaluation, subject to the minimum qualifying score and the approval of the competent authority of IEDUP. In the event of a tie, preference shall be given to the agency having trained the larger number of candidates under Parameter 1, and thereafter to the agency having the higher average annual turnover under Parameter 2. IEDUP may verify claimed experience and turnover, inspect training centres, call for a presentation or seek clarification at any stage, without creating any right in favour of the bidder. Empanelment shall not confer any right to claim work and shall not guarantee any minimum volume of assignments.

7. FORMAT FOR TRAINING PROPOSAL ON SKILL UPGRADATION TRAINING AND LIVELIHOOD SUPPORT

S. No.	Particulars	Details / Response
1	Name of the Implementing Agency with Full Address	(To be filled by the applicant)
2	Type of Government Organisation (Central Govt. PSU / State Govt. PSU / Government Company / Government Corporation / Board / Government Institution / Government Autonomous Body)	(To be filled by the applicant)
3	Background of the Institute / Organisation and year of establishment	(To be filled by the applicant)
4	Photograph of the front view of the Institute / Training Centre	(One photograph to be enclosed)
5	Details of the Head / Director of Institute (Name, Contact No., Email ID)	(To be filled by the applicant)
6	Nodal Officer for Vishwakarma Shram Samman Yojana (Name, Contact No. – WhatsApp, Email ID)	(To be filled by the applicant)
7	Cumulative number of candidates trained and certified during the last five financial years (year-wise)	(To be filled by the applicant — enclose year-wise table with scheme name, sanctioning authority and number of candidates trained)
8	Average annual turnover for FY 2022-23, 2023-24 and 2024-25	(To be filled by the applicant — enclose CA-certified turnover certificate with UDIN)
9	Past experience in implementation of Vishwakarma Shram Samman Yojana / artisan / handicraft / livelihood / skill upgradation programmes	Yes / No (If yes, enclose year-wise details in tabular form)

10	Past experience in organizing other Entrepreneurship and Skill Development Training Programmes	Yes / No (If yes, enclose details in tabular form)
12	Details of qualified trainers / Master Craftsmen and training infrastructure available	(To be filled by the applicant — enclose trainer list and infrastructure details)
13	Other Remarks	(To be filled by the applicant, mention "Nil" if not applicable)

Note: It is mandatory to fill in all applicable columns. If any information is not applicable, please mention "Nil". Supporting work orders / completion certificates / client certificates should be enclosed wherever applicable.

8. TERMS AND CONDITIONS OF EMPANELMENT

1. The empanelment shall be non-exclusive, IEDUP may empanel one or more Implementing Agencies for similar services.
2. Empanelment shall initially be valid for two years, unless extended or terminated earlier by IEDUP, and shall be subject to periodic performance review.
3. Each assignment shall be governed by a separate agreement / MoU / work order defining scope, timelines, deliverables, financial terms and reporting structure.
4. IEDUP reserves the right to inspect offices, training centres, records, MIS systems and field operations of the Implementing Agency at any time.
5. All records, documents, reports, databases and work outputs generated under the programme shall be the property of IEDUP.
6. The Implementing Agency shall comply with all applicable laws, scheme guidelines, labour laws, wage norms, safety standards and data security requirements, and with directions issued by competent authorities from time to time.

9. DECLARATION BY THE BIDDER

(Notarised undertaking on non-judicial stamp paper of ₹100/-)

I / We hereby certify that we have personally gone through the applicable Vishwakarma Shram Samman Yojana guidelines / Government Orders and the terms of this RFP, and that all information furnished in this proposal and its annexures is true, correct and complete to the best of my / our knowledge and belief, and all documents enclosed are true copies of their respective originals.

I / We agree that, if empanelled / selected, the Implementing Agency shall execute the assigned work in accordance with the directions, monitoring requirements and timelines prescribed by IEDUP / the Department, and that the financial provisions, programme cost and admissible expenditure shall be governed by the applicable Common Cost Norms (CCN) / financial norms / rates approved under the Scheme by the Government / competent authority, as amended from time to time.

I / We understand that empanelment does not confer any right to claim work and that IEDUP reserves the right to reject any proposal or cancel the process without assigning any reason. I / We certify that the applicant is a Government entity (Central / State Government PSU / Government Company / Corporation / Board / Government Institution / Autonomous Body) and is eligible under this Government-restricted RFP, that the organisation has not been blacklisted by any Government Department / PSU / Autonomous Body, and that no material fact has been suppressed.

Signature: _____

Name of Organisation: _____

Authorised Signatory (Name & Designation): _____

Date: _____ Place: _____

Official Seal: _____

For More Details — Visit: www.iedup.in | Email: iedup.director@gmail.com

Contact / Address: Institute of Entrepreneurship Development, U.P. (IEDUP), A-1 & 2, Industrial Area, Sarojini Nagar, Kanpur Road, Lucknow – 226008

Director

Institute of Entrepreneurship Development, U.P., Lucknow