



## **Expression of Interest (TM & Training Group)**

The Institute invites applications from organizations having expertise in Marketing & promotion of overall Industry specific e-learning modules/class-room training programmes. Organizations are preferred have incubation services along with pool of experts who can plan, promote and organize regular online /offline training/research activities in the following Areas:

1. Journalism/ Media Strategy/Media Planning & Promotion
2. Food Industry
3. Industry Specific Financial Model Templates preparation (focussed on MSME)
4. Labour productivity /organizational growth/personality development/all related area of growth of MSMEs
5. Commercial Contract Drafting & Negotiation/Arbitration

The engagement of such organizations will purely be on project basis and actual work done. The extension of the engagement will depend on the success of the earlier project.

Eligibility criteria:

1. Organization should have minimum 5 years of work experience in the above mentioned respective areas.
2. The organization must be based in India. The bidder should neither have been blacklisted and/or debarred by any— Central/State Govt. Departments/PSUs/ Educational Institutions/Organization etc.
3. Last 3 years' average turnover must be more than (40 Lakh)  
(Last three years balance sheets are required along with CA Certificate)
4. Organizations will be preferred who have prior work experience of completing Govt. projects/Training/Research activities/Surveys in the mentioned areas.
5. Should have incubators/industry linkages/contacts to assist trainees /Startups/SMEs so that after completing the trainings trainees may get industry exposure.

The interested organizations may e-mail their profile to: [shrawani.s@npcindia.gov.in](mailto:shrawani.s@npcindia.gov.in) by Sep 25, 2020

## CHECKLIST

1. Name of the organization
2. Type of organization
3. SME registration No
4. Udyog Adhar no
5. CA Certificate for last 3 years
6. NSDC Registration No.
7. Balance Sheet for last 3 consecutive years
8. work orders from any Govt. organization/PSU/State, National level Educational Institute
9. GST
10. PAN
11. Company Registration Certificate
12. Photographs of Incubations/labs/training centres
13. All documents should be stamped, signed by the head or authorized person of the organization.

*Note: Only signed, stamped and Scanned copies of all required documents will be received in compressed ZIP folder through emails only.*