



MEGHALAYA STATE SKILL DEVELOPMENT SOCIETY (MSSDS)
(Department of Labour, Government of Meghalaya)

MODEL PROPOSAL FOR GOVERNMENT DEPARTMENT AS SKILL PARTNERS

1. Introduction

The Meghalaya State Skill Development Society (MSSDS) is the State agency for the planning, coordination, execution & monitoring of Skill Development Initiatives of the Government of Meghalaya. The aim of MSSDS is to assist in the skilling and upliftment of the youth of Meghalaya in line with the Skill Development Mission of the country.

MSSDS invites applications from all Government Department to be engage with MSSDS as a Skilling Partners for the provision of training programmes under the Skills Meghalaya and other schemes of MSSDS.

2. Application Submission Guidelines

The application shall be submitted in accordance with the following guidelines:

- I. Applications shall be submitted to the Office of the Executive Director, MSSDS, Grove Site Building, Keating Road, Shillong, Meghalaya-793001.
- II. Application shall be submitted in the prescribed format provided at the end of this document along with the Undertaking.

3. Payment Norms

All training will be paid as per the “MSDE Common costs Norms” at per hour per trainee basis based on the Types of certifications and Category classified.

The cost head applicable for both NSQF and non NSQF curriculum as per Common Cost Norms published by Ministry of Skill Development & Entrepreneurship, Notification **No. H-22011/2/2014-SDE (Vol. IV)** Dated New Delhi the 1st January, 2021 (as amended from time to time) will be considered for Skills Meghalaya should be limited to the following:

Sl. No.	Cost Head for Skills Meghalaya	Ceiling Rate/ Trainee
I	<i>Training Base Cost (applicable sub head for NSQF aligned courses) including Additional Support for Special Area/Groups</i>	Category I – Rs. 61.99/Hour Category II – Rs. 57.75/Hour Category III – Rs. 40.54/Hour
II	<i>Training Base Cost (applicable sub head for Non NSQF aligned courses)</i>	Category III – Rs. 40.54/Hour
III	<i>Boarding and Lodging Costs</i>	Shillong City – Rs. 315/ Day District Head Quarter – Rs. 250/Day Rural Villages – Rs. 220/Day
IV	<i>Third Party Certification & Assessment Costs</i>	Rs. 1500 (Maximum)
V	<i>Post Training Support in the form of Start Up Tools Gap funding requirement</i>	As per MSSDS standard rates

4. DETAILS OF THE DEPARTMENT

Name	
Address	
Name of Primary Contact Person	
Mobile number (with What's App)	
Email address	



5. TRADES / COURSE PROPOSED

SN	Course	Proposed Outcome

Please Note only the following options are permissible:

Proposed Outcome	Placement Self-Employment Placement and Self-Employment Upskilling ¹
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6. COURSE DETAILS (This may be provided in a separate sheet as Annexure for each course)

Particulars	Details
Course Name	
Course Duration in hours	
Course Duration in Days	
Residential (Y/N)	
Target Group (Eligibility)	
Skill Required (if any)	
Language of Instruction	
Course Description (maximum 50 words)	

7. PROPOSED TARGETS AND LOCATION

Course	Proposed Target	District	Center Location	Center Address

8. PROPOSED OUTCOMES

Course	Placement %	Self-employment %	Upskilling %

9. POST TRAINING OUTCOMES & SUPPORT

1. Summary of Outcomes & Plans

Course	Expected Job / Activity / Training	Post	Minimum Expected Earning per month	Plan / Strategy

¹ Upskilling is upto a maximum of 5% of the Target



2. Details of Outcomes & Plans

(a) Placement

Course	Job Role / Job Title	No. of Placement	Outside the State (in Nos)	Minimum Remuneration per month (Rs.)	Within the State (in Nos)	Minimum Remuneration per month (Rs.)	Potential Employers Identified

(b) Self-Employment

Course	Self-Employment Activity	No. of Trainees	Minimum Income per Month (in Rs.)	Forward Linkage Support – Financial	Forward Linkage Financial Tie-ups	Forward Linkage Support – Non-Financial	Forward Linkage Non-Financial Tie-ups

(c) Upskilling

SN	Course	Upskilling Course	No. of Trainees	TPs offering the Course	Location	Approximate Course Fee (in Rs.)	Envisaged Outcome post Upskilling	Envisaged Earnings post Upskilling

10. Declaration

I/we hereby declare that:

- I/We understand that the entrustment of the assignment is subject to a periodic review by MSSDS
- I/We understand that MSSDS reserves the right to stop awarding future assignments without prior notice or assigning any reasons whatsoever.
- The training shall be conducted based on accepted principles as also the criteria/terms of reference specified by MSSDS from time to time

Date:

Place:

Signature and Seal of the Applicant

(To be signed and sealed by the individual/ authorized signatory of the firm/company/society/etc)



Checklist of Documents needed to be submitted as supporting documents

Sl. No.	Documents Checklist
1	Forwarding Letter addressed to the Executive Director, MSSDS
2	Name, Address, Contact Details and Email Address of Primary Contact for the Project
3	Bank Account Documents
4	Curriculum for Proposed Trade Training
5	Placement Details or Evidence of Forward Linkages