



Request for Proposal
Financial Management Services :
Pradhan Mantri YUVA Yojana
(Yuva Udyamita Vikas Abhiyan)
(Formerly known as Udyamita)

**National Entrepreneurship Resource and
Co-ordination Hub (National E-Hub)**
**(Ministry of Skill Development and Entrepreneurship
Government of India)**
NIESBUD, A-23, Sector-62, NOIDA

Website : www.niesbud.nic.in

SCHEDULE OF FINALISATION OF BIDS*

• Floating of RFP	:	14-11-2016
• Pre-bid Meeting	:	22-11-2016
• Up-loading of Clarifications (<i>if any</i>)	:	25-11-2016
• Last day for Receipt of Bids (<i>1500 Hrs.</i>)	:	07-12-2016
• Opening of Technical Bids (<i>1600 Hrs.</i>)	:	07-12-2016
• Finalisation of Pre-qualification	:	16-12-2016
• Opening of Financial Bids (<i>1530 Hrs.</i>)	:	19-12-2016
• Award of the Services/Acceptance Letter	:	23-12-2016
• Signing of the Agreement and Start of the Services	:	26-12-2016

** The indicated timelines are estimated and may be subject to change.*

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DISCLAIMER

All informations contained in the RFP, to be subsequently provided / clarified are in good faith. This is not an agreement and is not an offer or invitation to enter into an agreement of any kind with any party.

National E-Hub reserves the right to cancel the RFP and / or invite afresh with or without amendments to the RFP, without liability or any obligation for such RFPs and without assigning any reason.

REQUEST FOR PROPOSAL



National Entrepreneurship Resource and Co-ordination Hub (National E-Hub) Pradhan Mantri Yuva Yojana (Formerly known as Udyamita)

**(Ministry of Skill Development and Entrepreneurship
Government of India)
NIESBUD, A-23, Sector-62, NOIDA, U.P.**

Request for Proposal for Providing Monitoring and Evaluation Services and Financial Management Services

National E-Hub, invites proposals for providing **Monitoring and Evaluation Services** and **Financial Management Services** under Pradhan Mantri YUVA (Yuva Udyamita Vikas Abhiyan) Yojana, a centrally sponsored Scheme for creating an enabling eco-system for entrepreneurship development through entrepreneurship education and training; advocacy and easy access to entrepreneurship support network and promoting social enterprises for inclusive growth.

The relevant details can be accessed at www.msde.gov.in & niesbud.nic.in

The eligible organisations, firms etc. may send their respective Bids (*separate for the two Services*) in two Bid System (*Technical and Financial*) in the prescribed manner so as to reach the National E-Hub latest by **1500 Hrs. on 07-12-2016**.

National Project Director

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SECTION - I

GUIDELINES FOR THE PROPOSERS

1.0 BASIC SCOPE OF SERVICES AND REPORTING

- 1.1 The selected party (*hereinafter referred to as the Consultant*) will be responsible for providing Financial Management Services under the Scheme inter-alia facilitating, co-ordinating and monitoring the flow and utilisation of Funds to different Agencies.
- 1.2 The Consultant constituting Financial Management Unit (FMU) under the Scheme will be appointed by the Project Steering Committee (PSC) and will be functionally responsible to the Project Implementation Unit (PIU) through Project Implementation Committee (PIC).
- 1.3 The Chief Executive Officer (CEO) of the Consultant along with the CEO of the party forming Monitoring and Evaluation Unit (MEU) under the Scheme will be the Member(s) of the PIC.
- 1.4 The Financial Management Unit and Monitoring and Evaluation Unit will be working in close co-ordination with each other.
- 1.5 The details about Role of the Financial Management Unit and Monitoring and Evaluation Unit have been incorporated in Sections-IV and V respectively.

2.0 UNDERSTANDING THE SCOPE OF SERVICES

- 2.1 The Proposers, in their own interest, are advised to go through all the relevant details of the Scheme and deliverables expected of them before submitting the Bids.
- 2.2 While all the salient details of the Scheme, Deliverables etc. have been incorporated in the following Sections, the Proposers may ask for further details/clarifications in the Pre-Bid Meeting or otherwise, as they may require for understanding full import of the Services before submitting the Bids.

3.0 ELIGIBILITY CONDITIONS

- 3.1 The Organisation/Firm (*not individuals*) should be in existence for the last at least seven years.
- 3.2 The Proposer should have executed or its Chief Executive Officer should have handled at least one Project having similar financial outlay and/or geographical coverage during the last 05 years. *The experience should be in rendering Financial Management Services under the Project/ Scheme and not its implementation.*

- 3.3 The Proposer should have an annual turnover of at least Rs. 2 crore from such Services during the last three financial years viz; 2013-14, 2014-15 and 2015-16.
- 3.4 The Proposer should have at least 05 full time Senior Consultants on its pay rolls. Out of 05 Senior Consultants, at least two should be qualified, Chartered Accountants with each of them having at least 05 years' of post qualification experience out of which at least 3 years' should be for supporting/providing Services of similar nature i.e. Financial Management and related Services.
- 3.5 The Proposer should be registered under all the relevant statutes etc. for rendering the Services.
- 3.6 The Proposer should be in a position to commence the Services latest within 04 days of Award of the Services/Acceptance Letter.

4.0 SUPPORTING DOCUMENTS

- 4.1 The Proposers are required to invariably enclose the copies of documents supporting each of the above claims (*a certificate on Letter Head in case of 3.6*) so as to determine their eligibility for the Bid.
- 4.2 The basic details of the Proposers along with the prescribed supporting documents should be submitted in the prescribed format (*Exhibit-1*).
- 4.3 The supporting documents are to be enclosed in the Technical Bid (*Packet-I*).
- 4.4 A Bid without the supporting documents, as above or elsewhere, is likely to be rejected summarily.

5.0 EARNEST MONEY DEPOSIT (*to be attached to Packet-I*)

- 5.1 The Earnest Money Deposit (EMD) prescribed for the Bid is Rs. 2.00 Lakh (Rupees two lakh only).
- 5.2 The EMD, in the form of a Pay Order/Bank Draft drawn in favour of "**National E-Hub**" payable at "**NOIDA**" has to be enclosed in Packet-I failing which the Bid is likely to be rejected summarily.
- 5.3 The EMD of the unsuccessful Proposers will be returned within 07 days of decision on the pre-qualification of the Bids. No interest shall be payable on the EMD.
- 5.4 The EMD of the Proposers may be forfeited if :
 - The concerned Proposer withdraws the Bid during the prescribed period of validity of the Rates.

- In case of the successful Proposer, if it fails to :
 - (i) Sign the Agreement on the date and time specified for the purpose or
 - (ii) Commence providing the Services from the agreed date.

6.0 PERFORMANCE GUARANTEE

- 6.1 The Consultant, at time of signing of the Agreement, shall furnish a Performance Guarantee for ensuring due performance of the Services, equal to 03 months quoted and accepted remuneration.
- 6.2 The Performance Guarantee will be in the form of an unconditional Bank Guarantee valid for entire period of the Agreement and/or completion of the Services.
- 6.3 The Earnest Money Deposit of the Consultant of Rs. 2.00 lakh shall be converted into Performance Guarantee with the shortfall if any, being also furnished at the time of signing of the Agreement and/or the surplus, as the case may be, being refunded to the Consultant.
- 6.4 If the Consultant selects to furnish the entire amount of Performance Guarantee in the form of an unconditional Bank Guarantee as provided above, then the amount of earlier submitted EMD of Rs. 2 lakh shall be refunded to the Consultant forthwith.
- 6.5 The Performance Guarantee shall be liable to forfeiture upon determination or recession of the Agreement as provided for in Clause-16 (Section-VI).

7.0 AMENDMENT OF RFP

- 7.1 At any time, prior to expiry of the prescribed period for submission of the Bids, National E-Hub may, for any reason whatsoever, modify the RFP through up-loading the same on the Website(s) and may also suitably extend the time limit for submission of the Bids through placing the Extension Notification on the Website(s).
- 7.2 The amendments thus notified will form an integral part of the Agreement. The Proposer(s) will submit the Amendments also duly signed as per the prescribed procedure, in Technical Bid (*Packet-I*).

8.0 DEVIATIONS

- 8.1 The Proposer(s) should read and understand all the terms and conditions of the RFP. If there are certain apprehensions/observations, the same should be clarified beforehand. The Clarifications as may be issued shall form an integral part of the Agreement.

- 8.2 All such Clarifications shall also be submitted duly signed in the prescribed manner along with the RFP (*Packet-I*).
- 8.3 No deviation(s) in the RFP on part of the Proposer(s), are allowed.

9.0 PREPARATION OF BIDS

- 9.1 While filling the Rates in the Schedule of Rates, the Proposers shall ensure that there are no discrepancies in the Rates mentioned in figures and words. In case of any discrepancy in the Rates, those mentioned in words shall be taken as final and binding. The Bid shall not contain any interlineation, erasing or over-writing except as necessary to correct the errors made by the Proposers in which case such corrections shall be rewritten, initialled and stamped by the person who has signed the Bid. While writing Rates in words, "*only*" should be used as the last word and it should be on the same line.
- 9.2 The Proposers must fill and submit the RFP without making any additions or alterations therein. The Rates should be filled in by the Proposers strictly as required in the RFP.
- 9.3 All entries by the Proposers should be in one ink and should be written in a legible manner.
- 9.4 Incomplete and irrelevant Bids are liable to be rejected.

10.0 SIGNING OF BID

- 10.1 All pages of the RFP shall be initialled at the lower right hand corner and stamped by the authorised representative of the Proposer.

11.0 BID RATES

- 11.1 The rates quoted should be inclusive of all charges and expenses direct or incidental to rendering of the Services in accordance with the stipulations of the RFP.
- 11.2 No extra charges will be paid except the statutory Service Tax if otherwise payable and as specifically mentioned in the Schedule of Rates.
- 11.3 The quoted rate shall also include the local Travel Cost within Delhi and NOIDA which may be undertaken for due rendering of the Services.
- However outside Travel and Associated Costs will be reimbursed separately as provided in Section-VI of the RFP.

12.0 PERIOD OF ENGAGEMENT AND VALIDITY OF THE RATES

- 12.1 The Consultant will be engaged for entire duration of the Scheme i.e.

31.03.2021 subject to annual performance review unless the Agreement is terminated earlier as provided in the RFP.

- 12.2 The rates quoted shall remain valid for full period of engagement of the Consultant.
- 12.3 However, the Project Steering Committee (PSC), at its sole discretion, may review the rates annually for appropriate increase therein on account of developments taking place during the preceding year.

13.0 PRE-BID MEETING

- 13.1 An attempt has been made to incorporate all the relevant details of the Project as may be required by the Proposers to have an idea about the scope of the Services/Deliverables and submit the Bids accordingly.
- 13.2 Any further desired/requested details will also be up-loaded on the Website within 2 days of asking for the same for larger benefit of all the Proposers. **Shri M.K. Gupta, Joint Director (F), NIESBUD** can be contacted at **Mobile 9810569166** (*after 20-11-2016 only*), for the purpose.
- 13.3 A Pre-bid Meeting will be held at **1500 Hrs. on 22-11-2016** at the Conference Hall (2nd Floor), Shivaji Stadium Annexe Building, New Delhi-110001.
- 13.4 All the Clarifications of general nature, as may be furnished during the Meeting shall also be up-loaded on the Website and shall form an integral part of the Agreement to be signed with the Consultant and are to be submitted as in case of the Amendments etc.

14.0 CONDITIONAL BIDS

- 14.1 The Conditional Bids shall not be entertained.

15.0 MODE OF SUBMISSION OF THE BIDS

- 15.1 The RFP Document should be down-loaded from the Website *www.msde.gov.in & niesbud.nic.in* (*No hard copies will be provided*).
- 15.2 The Bid shall be submitted in accordance with the procedure detailed in the RFP. The specified documents shall be kept and sealed in separate envelope(s) of appropriate size.
- 15.3 The Packet No. I shall contain the RFP Document along with Clarifications, Amendments etc. if any, and the copies of Supporting Documents as provided in Clause-4 above.
- 15.4 The Packet No. I shall also contain the prescribed Earnest Money Deposit.

- 15.5 The Packet No. II shall contain the Price/Financial Bid (*Section VII : Schedule of Rates*) only, duly filled, in words and figures, signed and stamped.
- 15.6 The Bids should be duly signed with date by an authorised signatory of the Proposer, sealed and witnessed. The Proof of such authorisation, in favour of the person signing the Bid, should also be submitted in Packet No. I.
- 15.7 Both the Packets I and II should be put in a bigger outer envelope superscribed as "Proposal for Financial Management Services : Pradhan Mantri Yuva Yojana".

16.0 SUBMISSION OF BIDS

- 16.1 The Bids, duly filled in and completed, in the prescribed manner, should be deposited with the Joint Director (Finance), NIESBUD against acknowledgment, not later than **1500 Hrs. on 07-12-2016** at the National E-Hub : NIESBUD, A-23, Sector 62, NOIDA.
- 16.2 National E-Hub at its sole discretion, may extend the date of submission of the Bids again through uploading the Extension Notification on the Website.

17.0 DELAYED/LATE BIDS

- 17.1 The Bids received after the closing hours of the prescribed date shall not be entertained.

18.0 OPENING OF THE BIDS

- 18.1 The Technical Bids (*Packet-I*) shall be opened at the same place at **1600 Hrs. on 07-12-2016** in the presence of the Proposer(s) or their representatives who wish to be present.
- 18.2 It is expected that the process of pre-qualifying the Bids/Proposers will be completed latest by 16-12-2016.
- 18.3 The names of the Proposers which have been so pre-qualified will be uploaded on the Website(s) the same day.
- 18.4 The Financial Bids of only the pre-qualified Proposers shall be opened at **1530 Hrs. on 19-12-2016 at National E-Hub, NOIDA** in presence of the Proposers or their representatives who wish to be present.
- 18.5 The Proposers or their representative who are present at the opening of the Technical or Financial Bids shall sign the Register evidencing their presence on the occasion(s).

19.0 TECHNICAL PRESENTATIONS

19.1 The identified Proposers may be called upon to make Technical Presentations about their competence and methodology for rendering the Services.

20.0 CANVASSING

20.1 Canvassing in any form/manner in respect of the Bid/Services is strictly prohibited and will result in summary rejection of the Bid(s) of such Proposers indulging therein.

21.0 APPROACHING THE PROPOSERS FOR CLARIFICATION/ADDITIONAL INFORMATION

21.1 National E-Hub reserves the right to approach any Proposer for seeking clarifications/additional information primarily with a view to adjudge eligibility to bid for the Services.

22.0 RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS

22.1 National E-Hub reserves the right to accept, cancel or reject the Bid and to annul and reject all the Bids at any time prior to award of the Services without assigning any reason or incurring any liability/obligation to the Proposers as regards communication of the grounds for such an action or otherwise.

23.0 AWARD OF THE SERVICES

23.1 The successful Proposer shall be intimated about acceptance of its Bid in writing.

23.2 The Letter of Acceptance will constitute part of the Agreement.

24.0 PERIOD OF VALIDITY OF THE QUOTED RATES

24.1 The quoted Rates shall remain valid for a period of 60 days after opening of the Financial Bids.

25.0 SIGNING OF THE AGREEMENT

25.1 On receipt of the Letter of Acceptance, the successful Proposer shall enter into an Agreement with the National E-Hub on the date and time to be intimated for the purpose.

25.2 The format of the Agreement has been given at *ANNEXURE-I*.

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SECTION - II

SCHEME : PRADHAN MANTRI YUVA YOJANA

1.0 INTRODUCTION

- 1.1 Pradhan Mantri Yuva Yojana (*formerly known as Udyamita*), is a centrally sponsored Scheme for a period of 5 years (2016-17 to 2020-21) being implemented by the Ministry of Skill Development and Entrepreneurship, Government of India in active association with the Wadhvani Operating Foundation, California, U.S.A. The total projected outlay under the Scheme is Rs. 499.94 crore over a period of 5 years.
- 1.2 Depending upon the Mid-term Review of the Scheme at end of three years, a Proposal to extend component of the Network Support may be considered for another two years.
- 1.3 The Scheme aims at creating an enabling eco-system for Entrepreneurship development through Entrepreneurship education and training; Advocacy and easy access to entrepreneurship support network and Promoting social enterprises for inclusive growth.
- 1.4 The specific objectives of the Scheme and likely deliverables under each of them are as under :

F **Objective 1 : Educate and equip potential and early stage entrepreneurs**

- Develop and deliver entrepreneurship education to all citizens free of charge through Massive Open On-line Courses (MOOCs) and other on-line programmes accessible through a Learning Management System (LMS).
- Design an assessment and certification mechanism.
- Equip a total of 3,050 institutions to deliver world class entrepreneurship education programmes : 2,200 Institutes of Higher Learning (Universities, Colleges, Premier Institutions and AICTE Institutions including Polytechnics); 300 schools (10+2); 500 Industrial Training Institutes (ITIs) and 50 Entrepreneurship Development Centres (EDCs).
- Focus on the promotion of social entrepreneurship.

F **Objective 2 : Connect entrepreneurs in enabling networks of peers, mentors, funds and business services**

- Create an "on-line market place" - a web based platform connecting entrepreneurs to each other for peer-to-peer networking and investors, financial institutions and business services such as legal, accounting, technology and HR services.
- Set up a national mentor network for young entrepreneurs.
- Establish a national network of incubators, accelerators and credit agencies.
- Establish a national network of business service providers.
- Leverage schemes/initiatives of Central Ministries and State/UT Governments.

F **Objective 3 : Support entrepreneurs through Entrepreneurship Hubs (E-Hubs)**

- Establish a National Entrepreneurship Resource and Coordination Hub to coordinate and support entrepreneurship development programmes.
- Establish Regional, Nodal, and Entrepreneurship Hubs to coordinate and support entrepreneurship programmes at all levels.
- Develop a cloud based Management Information System that tracks entrepreneurs, training institutes (Project Institutes), faculty, students and outcomes.
- Factory on Wheels.

F **Objective 4 : Catalyze a culture shift to encourage entrepreneurship**

- Create a culture of dynamic entrepreneurship through events, branding and media.
- Drive entrepreneurship research & advocacy.
- Social Entrepreneurship Awareness Programmes for SC/ST and minority beneficiaries.
- Supervision of progress of the beneficiaries.

2.0 THE ROLL-OUT PLAN

- 2.1 The launch date of the Scheme is being taken as 15-06-2016.
- 2.2 The Roll-out Plan of the Scheme for 5 years is enclosed at *ANNEXURE-II*.

3.0 THE ROLL-OUT PLAN FOR 2016-17

- 3.1 A total of 510 Project Institutes are to be empaneled under the Scheme during 2016-17 for rolling out Entrepreneurship Education Programmes to their respective students w.e.f. 1-1-2017 or earlier/later depending upon commencement of Semester/Academic Session.
- 3.2 The Category-wise bifurcation of the Project Institutes (2016-17) is as follows :

• Institutes of Higher Learning	300
• Schools (10+2)	50
• ITIs	150
• Entrepreneurship Development Centres	10
Total	510

- 3.3 The Institutes of Higher Learning include Colleges, Universities and Premier Institutions like Indian Institutes of Technology (IITs); Indian Institutes of Management (IIMs); National Institutes of Fashion Technology (NIFTs); National Institutes of Technology (NITs); Indian Institutes of Hotel Management (IIHMs); National Institutes of Design (NIDs) and the like and AICTE Institutions including Polytechnics.

4.0 IMPLEMENTATION MECHANISM : NETWORK OF E-HUBS

- 4.1 The Scheme will be implemented through a Network of Entrepreneurship Resource and Coordination Hubs. The creation of following E-Hubs has been stipulated :

4.1.1 National Entrepreneurship Resource and Coordination Hub (National E-Hub)

Housed in NIESBUD, NOIDA, U.P., the National E-Hub will be responsible for the overall Programme Management of the Scheme; Deployment of MOOCs; Coordination of regional and state activities; Identification and development of Regional E-Hubs, Nodal E-Hubs, E-Hubs including their teams; Deployment of Management Information System (*web and mobile access*) that includes Institute, Faculty and Student registration, log in, content access, assessment and certification, mentoring and outcome measurement; Deployment of an online Marketplace to provide

interaction and aggregated services for start-ups; Creation of a network of mentors, incubators, accelerators, credit agencies, and business service providers; Networking and coordination with industry partners; Leveraging schemes/ initiatives of Central Ministries and State Governments; Managing operations of Factory on Wheels; Research Studies in Entrepreneurship Education; Facilitating holding of Events-National Entrepreneurship events like Conclave, Entrepreneurship Events and Programmes, Start-up showcase and Expert Meets; Assisting networking for placements, internships and projects; Monitoring programme implementation and functioning of Regional E-Hubs, Nodal E-Hubs, and E-Hubs; Project advocacy and publicity material; Mid-term and end-term Project evaluation.

4.1.2 Regional Entrepreneurship Resource and Coordination Hubs (Regional E-Hubs)

The role of Regional E-Hub is primarily Programme Management of Pradhan Mantri Yuva Yojana at a regional level; Coordination with IHL, Schools, ITIs, EDCs, and SECs; Networking and coordinating with mentors, incubators, accelerators, credit agencies and business service providers at the State Level; Providing feedback and inputs from the field to improve curriculum and pedagogy.

A total of five Regional Hubs will be established under the Scheme at NOIDA, Guwahati, Ahmedabad, Kolkata and Hyderabad.

4.1.3 Nodal Entrepreneurship Resource and Coordination Hubs (Nodal E-Hubs)

50 Nodal E-Hubs will be established across the country. Role of the Nodal E-Hubs is Programme Management of Pradhan Mantri Yuva Yojana at a nodal level; Coordination with Institutes of Higher Learning, Schools, ITIs, SECs and Entrepreneurship Development Centres; Coordination with SSCs and other industry groups.

The details of proposed State-wise Number of Nodal E-Hubs are in *ANNEXURE-III*.

However, during 2016-17, a total of 09 Nodal E-Hubs only are expected to be established with each of them being responsible for monitoring activities of about 60 Project Institutes under their respective jurisdiction.

4.1.4 Entrepreneurship Hubs (E-Hubs) in Institutes of Higher Learning and Schools (10+2)

2200 E-Hubs in Institutes of Higher Learning and 300 E-Hubs in Schools will be established for delivery of the entrepreneurship education and training with the Institutions being selected for the purpose on basis of the pre-defined criteria. The primary responsibility of the E-Hubs is delivery of the programme elements.

4.1.5 Entrepreneurship Hubs (E-Hubs) in Entrepreneurship Development Centres (EDCs)

50 EDCs will be established across the country at the premises of the NSDC training partners; NIESBUD, IIE and EDII Partner Institutions and Institutes established by the State Governments and those set-up and run by the State Chambers of Commerce and Industry, on the basis of the pre-defined criteria. EDCs are responsible for delivery of entrepreneurship education programme elements.

4.1.6 Entrepreneurship Hubs (E-Hubs) in Industrial Training Institutes (ITIs)

500 ITIs will be identified across the country to establish E-Hubs for delivery of entrepreneurship education and training. The ITIs, both private and Government will be selected based on the pre-defined criteria with the latter being identified in consultation with the O/o Director General of Training (DGT).

- 4.2 These Hubs will be, as far as, possible, co-located with existing institutions in the entrepreneurship and skill development eco-system.

5.0 PROJECT PARTNERS

- 5.1 The Scheme will be implemented in partnership with both public and private stakeholders. The major Partners under the Scheme are outlined below:-

5.1.1 Ministry of Skill Development and Entrepreneurship (MSDE) and Agencies

(a) MSDE

- Programme facilitation and overall coordination
- Establish funding mechanism to cover 90% of the total Scheme cost

(b) The National Institute for Entrepreneurship and Small Business Development (NIESBUD), NOIDA

- National E-Hub, Regional E-Hub for North India and Project Implementation Unit (PIU) will be housed in NIESBUD
- Director General of NIESBUD to be the Chairman of Project Implementation Unit (PIU)
- Train the Trainers/Facilitators
- Certify the Facilitators and Mentors
- Provide access to its Partner Institutions
- Provide its incubation facilities on the on-line market place
- Contribute to the development of the Mentor Network

(c) Indian Institute of Entrepreneurship (IIE), Guwahati

- House the Regional E-hub for North East
- Train the Trainers/Facilitators
- Training & Incubation Facilities

(d) National Skill Development Corporation (NSDC)

- Access to NSDC Training Partners for deploying Entrepreneurship Training
- Utilize Sector Skills Councils for industry connects and developing mentor networks

(e) Directorate General of Training (DGT)

- Provide access to Government ITIs and facilitate selection of Private ITIs.

(f) Ministry of Human Resource Development: Department of Higher Education and Department of School Education & Literacy

- Facilitate introduction of Entrepreneurship Education in Institutes of Higher Learning (Colleges, Universities etc.) and schools.
- Scheme Advocacy and awareness among educational institutions
- Advice with respect to empanelment of Project Institutes

5.1.2 Other Government Agencies

(g) Department of Industrial Policy & Promotion (DIPP)

- Scheme Advocacy and Awareness

- Convergence of Start Up India and other schemes for beneficiaries of the Project.
- (h) Ministry of Micro, Small and Medium Enterprises (MSME)**
- Regional Entrepreneurship Resource and Co-ordination Hub (South) being located at National Institute for MSME (NI MSME), Hyderabad.
 - Convergence of different Incubation Schemes for beneficiaries of the Scheme.
 - Scheme advocacy through its wide spread network of Field Institutions.
- (i) Department of Science and Technology (DST)**
- Support the development of entrepreneurs by connecting the current Incubation Network to Regional Clusters
- (j) Department of Financial Services (DFS)**
- Students having undergone entrepreneurship education or training under the Scheme to be given priority in credit schemes such as MUDRA, Start up India etc.
- (k) State Governments**
- Representation on Project Steering Committee (PSC)
 - The National E-Hub to share details of the Project Institutes empanelled in the State under the Scheme.
 - Assist in Monitoring of Project Institutes in the State(s)
 - Co-ordinate and converge Entrepreneurship Development initiatives/ schemes at the State level.

5.1.3 Key Strategic Partners

- (i) Wadhvani Operating Foundation, Bengaluru**
- Contents, Platform and Events
 - Knowledge Partner for consultancy & advisory services regarding Project Management.
 - Induction of the personnel of all the three E-Hubs.
 - Scheme advocacy
 - In kind contribution up to 10% of the total project cost, of IP (intellectual property such as content, processes, methodologies, best practices) developed by WF-NEN over the past 12 years.

(j) Entrepreneurship Development Institute of India (EDII), Ahmedabad

- Design & development of Social Entrepreneurship content & curriculum for Master Trainers, aspiring entrepreneurs and all other stakeholders
- Scheme advocacy and Climate Building for Social Entrepreneurship
- Manage Web based Knowledge Repository for Social Entrepreneurship
- Faculty Development Programmes & Training of Trainers under Social Entrepreneurship
- Research Studies in Social Entrepreneurship
- Design and support execution of National Conventions, Challenges, Awards & Recognition for Social Entrepreneurship
- Social Entrepreneurship Awareness Programmes for SC/ST, Women & Minority Groups and Low Income States
- Provide access to its Partner Institutions
- House the Regional E-Hub for West Region

5.1.4 Other Institutions

- Industry Associations
- Bilateral Agencies
- Convergence Partners : Factory on Wheels and short-term Entrepreneurship Competency Building Programmes for meritorious students

5.2 During the term of the Scheme, Pradhan Mantri Yuva Yojana will also reach out to other partners to explore synergies to enhance the success of the Scheme and improve its outcomes.

6.1 OUTCOMES OF THE SCHEME

6.2 Outcomes Envisaged under Entrepreneurship Education

6.2.1 The proposed entrepreneurship development programme is likely to create approx. 30,000 start-ups over five years. Consequently, these start-ups will result in creation of approx. 2,60,000 direct and indirect jobs.

6.2.2 A strong Pool of 10,000 (*subject to change*) Mentors and 8,950 Facilitators will also be in place over the period of the Scheme.

6.3 Outcome Envisaged under Social Entrepreneurship

6.3.1 A total of 360 Social Enterprises over a period of 5 years will be created.

6.3.2 The Social Entrepreneurship Development Programmes (SEDPs) besides in Institutes of Higher Learning (440) will be organised in the Social Entrepreneurship Centres to be empanelled by EDII through a transparent process.

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SECTION - III

GOVERNING, MONITORING AND REVIEW MECHANISM

1.1 GOVERNING MECHANISM

1.2 Project Steering Committee (PSC)

- 1.2.1 The Committee oversees the operational delivery of the Scheme.
- 1.2.2 With the Secretary, SDE as the Chairman, Senior Advisor, SDE as Co-chair and Joint Secretary, SDE as its Member-Secretary, the Committee has a total of 21 members.
- 1.2.3 It is this Committee which is responsible for setting of the Financial Management Unit (FMU) and Monitoring and Evaluation Unit (EMU).
- 1.2.4 The Committee meets biannually to discuss the Project objectives and take course corrections. The Project Partners will be invited to its Meetings as and when required.
- 1.2.5 The PSC will further meet with the National E-Hub at least twice a year for review and assessment of its performance.

The other important components of the Governing Mechanism have been described below :-

1.3 Project Implementation Unit (PIU)

- 1.3.1 Housed in The National Institute for Entrepreneurship and Small Business Development (NIESBUD) at its Campus in NOIDA, the PIU is managed by the Project Implementation Committee (PIC).
- 1.3.2 The PIC is chaired by the Director General, NIESBUD and includes the following : -
 - A representative from Wadhvani Operating Foundation Member
 - A representative from EDII, Ahmedabad Member
 - The CEO of the Organization/Consultancy Firm (Financial) Member
 - The CEO of the Organization/Consultancy Firm (Monitoring & Evaluation) Member
 - The representative of Internal Finance Department of the Ministry of Skill Development and Entrepreneurship Member
 - The National Director, National E-Hub Member Secretary

1.3.3 The two chief functions of the PIU/PIC are :

- Release of funds under the Scheme and
- Submitting the Progress Report (*physical and financial*) to the Project Steering Committee biannually.

1.3.4 The PIC will meet quarterly to discuss/review the Scheme and release of funds thereunder.

1.3.5 The Consultant will be responsible to Project Implementation Unit through Project Implementation Committee.

1.4 Joint Working Group (JWG)

1.4.1 A Joint Working Group will be formed in each of the States where the Scheme is being implemented.

1.4.2 Headed by the Secretary, Industry of the State, the other Members of the Group are :-

- The Secretary, State School Education Member
- The Secretary, State Higher Education Member
- The Secretary, Labour Member
- The Managers of all the Nodal E-Hubs in the State Members
- The Nominated Representatives from Institutes of Higher Learning (05) and 02 each from ITIs, Schools and EDCs Members
- The Regional Manager of respective Regional E-Hub Member Secretary

1.4.3 The JWG will meet biannually once at beginning of the year for review of the previous year and planning for the upcoming academic year and once during the middle of the academic year for review.

1.4.4 The National E-Hub will share the details of all the Institutions in a particular State which have been empanelled as Project Institutes with the JWG of the concerned State(s).

2.0 OTHER IMPORTANT REVIEW MEETINGS

2.1 The National E-Hub will meet the Regional Hubs twice a year for review and assessment of the progress of implementation of the Scheme.

2.2 The Regional E-Hubs will meet with their respective Nodal E-Hubs annually for review and assessment.

3.0 The Consultant constituting Financial Management Unit along with Monitoring and Evaluation Unit (MEU) will be closely associated with all the Monitoring and Review Meetings detailed above.

SECTION - IV

ROLE OF FINANCIAL MANAGEMENT UNIT AND REVIEW OF FINANCIAL MANAGEMENT SYSTEM

- 1.0** The Role envisaged for the Financial Management Unit (FMU) is to facilitate and monitor the funds flow to the National E-Hub, Regional E-Hubs, Nodal E-Hubs and Project Institutes.
- 2.0** The Outlines of Role of Financial Management Unit (FMU) are as follows :–
- 2.1 Ensure full knowledge and systematic application of the Project procedures and requirements for financial management.
 - 2.2 Provide guidelines for financial, accounting, reporting and audit aspects through facilitating preparation of Financial Management Manual.
 - 2.3 Guide/monitor and provide support on adherence to fiduciary guidelines and financial management arrangements.
 - 2.4 Provide support to the Financial Management/Accounting Staff for issues related to Financial Management aspects of the Scheme.
 - 2.5 Prepare annual estimates [Proposed estimates (PE) and Revised Estimates (RE)] and budget for the Scheme, in close coordination with PIU. It will also play an important role in release of funds.
 - 2.6 Facilitate implementation of the Scheme by providing advisory services and support for financial management and other allied issues.
 - 2.7 Review of Quarterly/Six-Monthly/Annual Reports - of National, Regional, Nodal E-Hubs and Project Institutes.
 - 2.8 As directed, compile and prepare quarterly/ biannually Financial Monitoring Reports (FMRs) and ensure timely submission of FMRs to the designated authority.
 - 2.9 Coordinate receipt of annual audit reports from the National, Regional and Nodal E-Hub & Project Institutes and audit of PIU (*The Audit Requirements have been elaborated in the following Section*).
 - 2.10 Over seeing timely releases and utilization of the Funds. *Financial Management Unit and Monitoring and Evaluation Unit will work in tandem to monitor the progress of the previous quarter with respect to funds sanctioned and utilized. Thereafter, funds for the next quarter will be released.*
 - 2.11 Ensuring timely compliance of audit observations by the National, Regional

and Nodal E-hubs and other recipients; and coordinating timely response from all the concerned on audit observations (*In association with the Monitoring and Evaluation Unit*).

- 2.12 Preparing and submitting a Consolidated Audit Report to the Project Steering Committee annually (*In association with the Monitoring and Evaluation Unit*).
- 2.13 Act as a support and reference point for all Scheme-related financial management tasks.
- 2.14 Monitor disclosure of financial management information.
- 2.15 Undertake revision of Financial Management Manual.
- 2.16 Assist the MEU to undertake Mid-Term and End-Term Evaluation of the Scheme.

3.0 OVERVIEW OF THE FINANCIAL MANAGEMENT SYSTEM

- 3.1 The Scheme cost will be shared by the Ministry of Skill Development and Entrepreneurship (MSDE) and Wadhvani Operating Foundation in the ratio of 90:10.

3.2 *Grouping of Expenditures*

3.2.1 Under the Scheme, the Expenditure has been grouped under various components and sub-components. The expenditures incurred by each unit under any/all of the Heads have to be booked accordingly for the Scheme. The Expenditure Components are listed below :–

- Component 1: Project Administrative Costs
- Component 2: Platforms
- Component 3: Content Development
- Component 4: Deployment
- Component 5: Incubator and Accelerator Network
- Component 6: Events
- Component 7: Branding and Marketing
- Component 8: Research and Advocacy

3.3 *Budgeting and Flow of Funds : Financial Plan*

3.3.1 The funds will be shared by MoSDE and Wadhvani Operating Foundation in the ratio of 90:10. The MoSDE's 90% contribution to the project cost will flow from *National Skill Development Fund (NSDF)*. The contribution of 10% of the total project cost by Wadhvani

Operating Foundation will be in-kind towards technical services such as content, technology and events.

3.4 *PIU and Funds*

- 3.4.1 Funds for the Scheme will be contributed by the Ministry of Skill Development and Entrepreneurship and Wadhvani Operating Foundation in the ratio of 90:10.
- 3.4.2 The Ministry's contribution of 90% of the Scheme Cost will flow from the National Skill Development Fund to the Project Implementation Unit biannually.
- 3.4.3 The contribution (10%) of the Wadhvani Operating Foundation to the Scheme Cost will be in kind towards technical services such as content, technology and events.
- 3.4.4 The PIU will be responsible for purchase and distribution of recommended equipment (Capital Expenditure-CAPEX) to the National E-Hub; Regional E-Hubs and Nodal E-Hubs at commencement of the Scheme.
- 3.4.5 The PIU will also be responsible for release of Funds to the empaneled Government Institutes of Higher Learning, Government Schools, Government ITIs and EDCs at the time of their enrolment for purchase of recommended equipment (Capital Expenditure-CAPEX).
- 3.4.6 Funds covering Operational Expenditure–OPEX will be released by PIU to the National E-Hub; Regional E-Hubs, Nodal E-Hubs and Project Institutes after approval of quarterly Financial Management Report(s) (FMRs) and Budget Estimates by the FMU.
- 3.4.7 The funds on account of components of costs having fixed/pre-determined amounts will be transferred to the National E-Hub as soon as received at PIU.
- 3.4.8 The National Project Director, National E-Hub; Joint Director (Finance), NIESBUD and Senior Manager, FHA, National E-Hub would be the co-signatory authority for the release of funds for programme implementation.
- 3.4.9 For the remaining/variable components of costs, the Director General, NIESBUD will be Expenditure Approving Authority.
- 3.4.10 Besides, the National E-Hub; Regional E-Hubs and Nodal E-Hubs will have their own Expenditure Approving and Cheque Signing Authorities as may be prescribed.

3.5 Fund Allocation

- 3.5.1 The Funds will be released to the National E-Hub, Regional E-Hubs, Nodal E-Hubs and Project Institutes according to the component wise distribution of budget with respect to MSDE and Wadhvani Operating Foundation as depicted in the Table on the next page.
- 3.5.2 Any re-appropriation of funds from one head to other and from one institution to another will be compiled by PIU and approved by the Project Steering Committee.

3.6 Budgeting

- 3.6.1 Budget Proposal for each quarter will be prepared by the National E-Hub, Regional E-Hubs and Nodal E-Hubs, on the basis of Scheme activities that will be undertaken to achieve their respective deliverables.
- 3.6.2 The Budget Proposals of all the three E-Hubs will be submitted to the FMU at PIU for review and approval. Budgeting for the Scheme activities will be carried out as follows :—
- At the National Level, the budget outlay for the Project is given in the Budget Summary. (Page 28)
 - Time frame for preparation and submission of the budget by the Network of Entrepreneurship Hubs and Project Institutes to PIU would be as prescribed.

4.0 FUNDS FLOW AND DISBURSEMENT PROCEDURE

- 4.1 The funds flow pattern for the Scheme will be as follows :—
- 4.1.1 NSDF, on the basis of the budget forecast of next six months, will release funds biannually to the PIU. The in-kind contribution of Wadhvani Operating Foundation will amount to 10% of the total project cost. The budget outlay for the entire expenditure of the Scheme is given in the Budget Summary on the next page.
- 4.1.2 NSDF will release funds to PIU *biannually* on the basis of the compiled 'Financial Management Report' (FMR), of National E-Hub, Regional E-Hubs, Nodal E-Hubs and Project Institutes. PIU, with the assistance of FMU, will be responsible for review, compilation and submission of FMR to NSDF. The disbursement of the Funds will be based on expenditure of the past six months and forecast for next year months less balance. FMR is not required for disbursement of the first instalment of the funds. However, consequent disbursements will be made after submission of the FMR to NSDF. Expenditure reported in FMR will be subject to confirmation/ certification as per the Annual Audit Reports submitted for the Scheme.

TABLE**Approximate Component-wise Distribution of Budget with respect to MSDE and Wadhvani Operating Foundation**

Sl. No.	Component	Sub-component	WOF Contribution	MSDE Contribution	TOTAL COST
1	Project Administrative Costs				
		HR	x	68.24	68.24
		Operations Cost	x	15.53	15.53
		Institutional Mechanisms	x	5.47	5.47
2	Platforms				
		Development	16.21	x	16.21
		Deployment	x	15.27	15.27
3	Content Development		20.49	x	20.49
4	Deployment	Funding Support to Project Institutes	x	246.00	246.00
		Programme Deployment	x	34.80	34.80
		Social Entrepreneurship	x	38.52	38.52
		Supervision of Progress of Beneficiaries	x	3.30	3.30
5	Incubator Accelerator Network				
			x	10.17	10.17
6	Events		12.91	x	12.91
7	Branding & Marketing				
			x	12.46	12.46
8	Research and Advocacy				
			x	0.57	0.57
	TOTAL		49.60	450.34	499.94

4.1.3 NSDF will directly release funds to PIU in a Personnel Deposit Account (PDA)/ Personal Ledger Account (PLA) opened in favour of PIU, in any Nationalized Bank for further operation of funds.

4.1.4 After receiving the biannual fund, PIU will be responsible for purchase and distribution of items under Capital Expenditure (CAPEX) of National E-hub, Regional E-Hubs and Nodal E-Hubs. This fund will be used to establish and operationalize the E-Hubs. PIU will release funds for CAPEX to the Project Institutes.

- 4.1.5 The National E-Hub, Regional E-Hubs, Nodal E-Hubs and Project Institutes will quarterly submit compiled report of the expenditure for past quarter and forecast for next six months less balance to FMU under PIU for review and approval of OPEX. Thereafter, PIU will release the funds.
- 4.1.6 Subsequently, the amount will be credited by the PIU into the Personnel Deposit Account (PDA)/ Personal Ledger Account (PLA) opened in favour of the National E-Hub, Regional E-Hubs and Nodal E-Hubs in any Nationalized Bank for further operation of funds. The funds will also be available to Project Institutes by the PIU through RTGS in a commercial bank account opened for the Project.
- 4.1.7 The expenditure reported in FMR will be finally confirmed subject to its certification in the Annual Audit Reports for the National E-Hub, each of the Regional E-Hubs, Nodal E-Hubs and Project Institutes.
- 4.1.8 Timely submission of FMR at all levels is mandatory for further disbursement of the funds by PIU which is 45 days at the close of each quarter.
- 4.1.9 The salient details have been incorporated in Clause 3 above.

5.0 AUDIT REQUIREMENTS

- 5.1 The Books of Accounts/Funds Utilisation details of the **Project Implementation Unit/Project Implementation Committee** being maintained at the National E-Hub/Financial Management Unit/ The National Institute for Entrepreneurship and Small Business Development (NIESBUD) will be subjected to the audit by the O/o the Comptroller and Auditor General of India (CAG).

Alternatively, the Audit may be carried out by a Firm of Chartered Accountants selected out of the Panel of Chartered Accountants Firms as may be made available by O/o the Comptroller and Auditor General of India and approved by the Project Steering Committee.

- 5.2 The **National E-Hub, Regional E-Hubs and Nodal E-Hubs** each will appoint a Firm of Chartered Accountants, empaneled with the O/o the CAG, for conducting the Annual Audit under the Scheme.

The Report of the Audit, as per the proforma which may be prescribed for the purpose, will be invariably sent to the Project Implementation Unit before 31st July of every Project/Financial year covering the period of the preceding Project/Financial year.

- 5.3 While the appointment and remuneration of the Chartered Accountants' Firm in case of the National E-Hub will be approved by the Project Implementation Unit/Project Implementation Committee, those for the Regional Hubs and Nodal Hubs will be approved by the National E-Hub.
- 5.4 All the **Project Institutes** (Institutes of Higher Learning, Schools, ITIs and EDCs) will also appoint a firm of Chartered Accountants preferably empaneled with the O/o the Comptroller and Auditor General of India, for conducting the Annual Audit of the Funds etc. received under the Scheme.

The Reports of the Audit, as per the proforma which may be prescribed for the purpose, will be invariably sent to the Project Implementation Unit before 31st July of every Project/Financial year covering the period of the preceding Project/Financial year.

- 5.5 The **Wadhvani Operating Foundation** will conduct an Internal Audit to value their annual contribution towards content development, platform development and events under the Scheme. The Report of the Internal Audit will be submitted to the PIU before 31st July of every Project/Financial year.
- 5.6 The Wadhvani Operating Foundation's contribution for content development, platform development and events, has been valued as per the actuals under NEN Project. This contribution will be valued annually by the internal audit as above.
- 5.7 The Project Implementation Unit will prepare a consolidated Annual/Audit Report for the Project every year and submit it to the National Skill Development Fund before 30th September of every Project/Financial year.
- 5.8 The Report will inter-alia comprise of the Audit Reports of National E-Hub; Regional E-Hubs; Nodal E-Hubs, Internal Audit Report of WOF and all the Project Institutes wise financial details/statement and statement of accounts such as Balance Sheet, Income and Expenditure Account and other prescribed Schedule(s).

BUDGET SUMMARY

	WOF	Govt	Yr 1	WOF	Govt	Yr 2	WOF	Govt	Yr 3	WOF	Govt	Yr 4	WOF	Govt	Yr 5	WOF	Govt	Total	
A. Project Administrative Costs																			
HR		8.08	8.08		13.58	13.58		14.35	14.35		15.49	15.49		16.73	16.73		68.24	68.24	
Operations Costs		3.04	3.04		2.56	2.56		3.41	3.41		3.21	3.21		3.32	3.32		15.53	15.53	
Institutional Mechanisms		1.67	1.67		0.44	0.44		0.67	0.67		0.76	0.76		1.92	1.92		5.47	5.47	
B. Platforms																			
Development	4.27		4.27	3.70		3.70	4.24		4.24	1.96		1.96	2.03		2.03	16.21		16.21	
Deployment		2.93	2.93		2.92	2.92		3.08	3.08		3.16	3.16		3.19	3.19		15.27	15.27	
C. Content Development	9.81		9.81	5.08		5.08	4.13		4.13	0.72		0.72	0.75		0.75	20.49		20.49	
D. Deployment																			
Funding Support for Colleges		14.50	14.50		45.00	45.00		65.00	65.00		67.50	67.50		54.00	54.00		246.00	246.00	
Programme Deployment		6.08	6.08		8.17	8.17		6.97	6.97		6.59	6.59		6.99	6.99		34.80	34.80	
Social Entrepreneurship		5.64	5.64		6.05	6.05		8.49	8.49		9.93	9.93		8.41	8.41		38.52	38.52	
Supervision of Progress of the Beneficiaries		2.50	2.50		0.65	0.65		0.15	0.15		0.00	0.00		0.00	0.00		3.30	3.30	
E. Incubator Accelerator Network		2.00	2.00		2.02	2.02		2.03	2.03		2.05	2.05		2.07	2.07		10.17	10.17	
F. Events	2.20		2.20	2.38		2.38	2.57		2.57	2.77		2.77	2.99		2.99	12.91	0.00	12.91	
G. Branding & Marketing		3.14	3.14		3.71	3.71		2.30	2.30		2.29	2.29		1.03	1.03		12.46	12.46	
H. Research & Advocacy		0.11	0.11		0.10	0.10		0.11	0.11		0.12	0.12		0.13	0.13		0.57	0.57	
TOTALS	16.28	49.69	65.97	11.15	85.18	96.34	10.94	106.56	117.50	5.45	111.10	116.56	5.78	97.80	103.57	49.60	450.34	499.94	

SECTION - V

ROLE OF MONITORING AND EVALUATION UNIT

- 1.0 The role envisaged for the Monitoring and Evaluation Unit under the Scheme is that of a Third Party monitoring and evaluating the progress of the Scheme.
- 2.1 The outlines of Role of the Monitoring and Evaluation Unit are as follows:
- Monitoring the progress of the Scheme on defined parameters indicated in the Logical Framework of the Scheme, (*ANNEXURE-IV*). These parameters have evolved from the objectives, deliverables, inputs and outcomes of the Scheme.
 - Formulating Guidelines and methodology for assessing performance of the Scheme, along with standards of education and training set as per the Standard Monitoring Framework to be created by the National E-hub.
 - Defining the audit and monitoring mechanism, designing strategy/ methodologies for preventing misuse/mis-utilization of allotted funds at every level (*In co-ordination with the Financial Management Unit*).
 - Designing incentives and penalties for ensuring proper implementation and success of the Scheme.
 - Sensitizing and training manpower within the MEU to carry out its responsibilities.
 - Deploying teams as appropriate to evaluate Scheme Institutes through field visits.
 - Generating and submitting Evaluation Reports quarterly on Physical and Financial progress as per the Logical Framework.
 - Coordinating the Annual Audit Reports of the National E-hub, Regional E-Hubs, Nodal E-Hubs and Project Institutes (*In association with the Financial Management Unit*).
 - Over seeing timely releases and utilization of the Funds. *Monitoring and Evaluation Unit and Financial Management Unit will work in tandem to monitor the progress of the previous quarter with respect to funds sanctioned and utilized. Thereafter, funds for the next quarter will be released.*
 - Participating in reviews and monitoring of National E-hub, Regional E-hubs, Nodal E-hubs and Project Institutes and to make Presentations etc. thereon at different forums as may be required from time to time.
 - Ensuring timely compliance of audit observations by the National, Regional and Nodal E-hubs and other recipients; and coordinating timely response from all the concerned on audit observations (*In association with the Financial Management Unit*).

- Conducting Mid-term Evaluation at the end of the third year of the Scheme and preparing and submitting Report(s) thereof.
- Conducting End-term Evaluation at the end of the fifth year of the Scheme and preparing and submitting Report(s) thereof.
- Preparing and submitting a Consolidated Audit Report to the Project Steering Committee annually (*In association with the Financial Management Unit*).
- Facilitating and functioning in co-ordination with any other Agency etc. which may be so appointed for undertaking overall review, impact etc. of the Scheme.

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SECTION - VI

GENERAL TERMS AND CONDITIONS

1.0 DEPLOYMENT OF PERSONNEL

- 1.1 The Consultant shall be responsible for engagement, control, remuneration etc. of the personnel required for due rendering of the Services.
- 1.2 At commencement of the Services, a List of all the personnel engaged for rendering Services shall be made available beforehand along with brief description of the works assigned to each of them.
- 1.3 No such personnel shall be replaced during currency of the Agreement with the Consultant except in case of leaving of the services of the Organisation/Firm by the concerned incumbent. In such an eventuality, a similarly placed Professional/Consultant shall immediately replace the outgoing one. The Consultant shall also ensure that Services and delivery timelines are in no way affected under such transition(s).
- 1.4 The engagement of the Consultant does not stipulate stationing of any of the personnel either at the National E-Hub or anywhere else.
- 1.5 However, suitable Office Accommodation, *free of cost*, for personnel of the Financial Management Unit and Monitoring and Evaluation Unit will be provided at the National E-Hub
- 1.6 As the Chief Executive Officer of the Consultant will be one of the Members of the Project Implementation Committee, it will attend the Meetings of the PIC as may be convened from time to time either in NOIDA or New Delhi for which no expenses will be reimburseable.
- 1.7 Besides, the Consultant may be required to make Presentations before different Authorities on different financial or related aspects of the Scheme from time to time for which also no expenses will be reimburseable.

2.0 RELEASE OF PAYMENT FOR SERVICES

- 2.1 The agreed payment for the Services shall be released every month upon submission of Invoice for the same.
- 2.2 The payment through RTGS, shall be released after deducting TDS as may be applicable in the case.

3.0 TRAVEL COST

- 3.1 The costs on account of outside travel of the personnel of the Consultant in connection with the Services and other associated ones will be reimbursed separately.

- 3.2 A scale of reimbursement of the expenses on this account will be formulated for different categories of personnel of the Consultant.
- 3.3 The Tour(s) shall be undertaken with due notice to the National Project Director, National E-Hub and expenses will be reimbursed on furnishing of claims by the Chief Executive Officer of the Consultant.
- 3.4 The PIU/PIC will be authorised to ask the Consultant to visit a particular location under the Scheme in connection with any component of work of the Consultant.

4.0 FINANCIAL MANAGEMENT UNIT AND MONITORING AND EVALUATION UNIT BEING MANNED BY THE SAME AGENCY

- 4.1 National E-Hub has also floated Request for Proposal for the Services of Monitoring and Evaluation Unit envisaged under the Scheme.
- 4.2 One Single Agency **can not** provide Services for these two Units.
- 4.3 In case the Proposer wishes to apply for both the Units, separate Bids along with different EMDs must be submitted.
- 4.4 A composite Bid is liable to be rejected summarily.

5.0 RIGHT TO DETAILS OF METHODOLOGY AND RATES QUOTED

- 5.1 National E-Hub reserves the right to seek the details of the Methodology/ Systems/Procedures to be adopted by the Proposer(s) in executing/ delivering the tasks/deliverables.
- 5.2 Similarly, in case the Quoted Rates are estimated to be too high or low, National E-Hub reserves the right to seek details of basis of arriving at the quoted rates.

6.0 SUB-LETTING / SUB-CONTRACTING

- 6.1 The Consultant shall not Sub-let/Sub-contract the whole or part of the Services under the Agreement.
- 6.2 The Consultant shall not be permitted to transfer rights and obligations under the Agreement to any other person, body etc.

7.0 CONFIDENTIALITY OF THE BIDS

- 7.1 National E-Hub shall maintain confidentiality of the information contained in the Bids. National E-Hub shall be entitled to share such information with its advisors, consultants, lawyers etc. and as may be otherwise required to be disclosed under any Law for the time being in force.

8.0 RIGHT TO MAKE ENQUIRIES

8.1 National E-Hub reserves the right to make any enquiry about the Proposer(s) as it may deem appropriate either from the Clients mentioned in the Bid or otherwise to adjudge its suitability and/or competence for rendering the Services comprised in the RFP.

9.0 DISQUALIFICATION OF PROPOSER(S)

9.1 The Proposer must not have been blacklisted by the Central Government/ any of the State Governments or their respective institutions.

10.0 BIDS BY CONSORTIUM(S)

In case of Proposal by a Consortium, the following should be noted :-

10.1 The Consortium not to have more than two entities. The Bid should clearly mention the Lead Partner of the Consortium.

10.2 The *inter-se* Consortium Agreement has to be for a minimum period of 5 (five) years. Such a Bid must clearly specify that all Consortium Members shall be jointly and severally liable for rendering of the Services in accordance with terms and conditions of the Agreement as may be executed for the purpose.

10.3 The Lead Member of the Consortium shall be the single point of contact for all the matters connected with rendering of the Services.

10.4 A copy of the Consortium Agreement (*serial number 2 above*) shall be invariably enclosed with the Proposal failing which the Bid is likely to be rejected summarily.

11.0 CONTACT POINT

11.1 While the contact point for the Financial Management Unit will be the National Project Director, National E-Hub, the Consultant will intimate a single point of contact from its side to which all communications, directions etc. will be issued.

12.0 HANDING OVER OF THE REPORTS ETC.

12.1 The Services under the Agreement shall not be considered to be complete unless all the expected Reports, Data, Documents etc. have been duly handed over by the Consultant after Closure of the Scheme or termination of the Agreement whichever is earlier.

12.2 This would also include filing of the Closure or equivalent Report about the Scheme with the competent authority and submission of Clarifications on its observations etc.

13.0 CONFIDENTIALITY

- 13.1 The Consultant shall maintain strict confidentiality with regard to all the data, reports etc. made available/ generated during rendering of the Services.
- 13.2 National E-Hub shall also have sole ownership of the data, reports etc. which shall not be shared/used by the Consultant anywhere during the period of Agreement and even subsequently without prior permission of National E-Hub.

14.0 INTERPRETATION

- 14.1 In case of any ambiguity in interpretation of any of the Clauses of RFP/ Agreement, the interpretation thereof by National E-Hub or its authorised representative shall be final and binding on all the parties.
- 14.2 The Agreement shall be executed with the Consultant by the National E-Hub.

15.0 ABANDONMENT OF THE SERVICES

- 15.1 If the Consultant for any reason abandons the Service or becomes incapacitated from acting as such or fails to perform any of the services/ jobs mentioned hereinbefore for any reason not directly attributable to National E-Hub, the Consultant shall be liable to pay such damages to National E-Hub as may be assessed by National E-Hub for carrying out the Services during remaining period of the Agreement through alternate arrangements.

16.0 DETERMINATION OR RECESSION OF THE AGREEMENT

- 16.1 National E-Hub without prejudice to any other remedy available against the Consultant in terms of the provisions of the Agreement or otherwise shall have right to determine the Agreement after issuing a written notice to the Consultant to this effect in any of the following circumstances :
- i) If the Consultant commits breach of any of the terms of the Agreement;
 - ii) If the Consultant is found guilty of misrepresentation, concealment of material facts etc.
 - iii) If the Consultant abandons the Services in terms of the previous Clause.
 - iv) If the Consultant fails to observe or perform any of the covenants of the Agreement and such failure or non-performance has not been

remedied or set right within three days of this being brought to its notice.

- 16.2 If the Consultant has made itself liable for action under any of the cases aforesaid, National E-Hub shall have powers to :-
- i) Determine or rescind the Agreement and
 - ii) Engage any other Consultant to carry out the Services during remaining period of the Agreement.
- 16.3 In such a circumstance, National E-Hub shall forfeit the Performance Guarantee and be entitled to recover from the Consultant any amount by which the cost of Services through alternate arrangements during the remaining period of the Agreement shall exceed the amount that would have been payable to the Consultant for the period.

17.0 FORCE MAJEURE

- 17.1 The standard *Force Majeure* Clause subject to the express provisions of this Clause shall apply and in such an eventuality, the rights and obligations of the respective parties shall subject to the express provisions of the Agreement, be determined in a mutually agreed manner.
- 17.2 "*Force Majeure*" for the purpose of this Clause shall also include any cause/factor which is beyond the control of the Consultant or National E-Hub, as the case may be, which they could not foresee or with due diligence could not have foreseen and which substantially affects the due performance of the respective duties under the Agreement such as :-
- a) Floods and Earthquakes;
 - b) Acts of the Government, domestic or foreign, including but not limited to war, declared or otherwise, change of priorities, closure of the Scheme, lack of Funds, embargoes and the like provided the party concerned within fifteen days of the occurrence of such a cause, notifies the other in writing of the same.
- 17.3 Either party to the Agreement shall not be liable for non-performance of its respective obligations under the Agreement from any *Force Majeure* as indicated above. However, the Consultant shall continue to make endeavours to provide the Services as long as practical.
- 17.4 In the unlikely event of such a factor persisting even beyond a reasonable period of time, either party shall have the right to terminate the Agreement and the right and liabilities of the parties upon such termination shall be determined in a mutually agreed manner.

18.0 GIFTS AND COMMISSIONS ETC.

- 18.1 Any graft, commission, gift or advantage given, promised or offered by or on behalf of the Consultant or other bodies or agent, officer, employee or servant or anyone on their behalf in relation to this Agreement, shall in addition to any Criminal/Civil liability which it may incur, render the Agreement liable to be cancelled and make the Consultant liable to payment for any loss or damage to National E-Hub resulting from such cancellation.
- 18.2 National E-Hub shall then be entitled to deduct the amount so payable from any amount otherwise due to the Consultant under the Agreement.

19.0 SETTLEMENT OF DISPUTES

- 19.1 In the event of any dispute or difference whatsoever arising between the parties out of or pertaining to any Clause of this Agreement including any question relating to meaning and interpretation of this Agreement or any alleged breach thereof, except those the decisions whereof have been specifically provided in the Agreement, the same shall be settled as far as possible by mutual discussions and consultations between the parties.
- 19.2 In the case of failure to resolve the difference/dispute in the above manner, the same shall be referred to the sole arbitration of any person appointed by the Secretary, Ministry of Skill Development and Entrepreneurship, Government of India, in terms of the Arbitration & Conciliation Act, 1996.
- 19.3 The Award, if any, of the Arbitrator, so appointed, shall be final and binding on all the parties.
- 19.4 If any question, difference or dispute still remains unresolved, the same shall be subject to the jurisdiction of the Courts in the State of Delhi.

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SECTION - VII
SCHEDULE OF RATES
(On the letterhead of the Organisation)

A. CONSULTANCY FEE P.M.

SI.No.	Particulars	Amount	
		In Figures	In Words
1.	Remuneration		
2.	Taxes <i>(if any)</i>		
3.	Total		

Authorised Signatory

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AGREEMENT

This Agreement is executed on this day of 2016 between the National Entrepreneurship Resource and Co-ordination Hub (*National E-Hub*) set up for overall Project Management of Pradhan Mantri YUVA, a centrally sponsored Scheme being administered by the Ministry of Skill Development and Entrepreneurship, Government of India, functioning from NIESBUD, A-23, Sector-62, NOIDA and being represented by its National Project Director, hereinafter referred to as the National E-Hub, the Party of the First Part.

AND

(Brief description of the Consultant, the Party of the Second Part)

Whereas the First Party invited Proposals for providing Financial Management Services under the Scheme.

Whereas the Second Party represented to the First Party that it fulfils all the prescribed eligibility conditions and is also willing to render the Services in terms of the Request for Proposal (RFP) floated for the purpose by the First Party.

Whereas the First Party based upon strength of the documents/claims made by the Second Party, is *prime facie* satisfied about eligibility of the Second Party and has decided to award the Services to the Second Party.

Now both the Parties agree to the following:-

i) Responsibilities of the Parties

Both the Parties are committing to sincerely fulfilling their respective roles and responsibilities to the fullest in order to accomplish the stipulated goals/objectives under the Scheme.

ii) Entirety of the Agreement

The Request for Proposal (RFP), Supporting Documents, Clarifications issued on RFP; Supplementary Information furnished by the Second Party *if any*; the correspondence exchanged between the Parties regarding the Award of the Services etc. will form an integral part of the Agreement.

iii) Misrepresentation, Concealment of Material Facts etc.

If at any stage, it appears to the First Party that the Second Party has misrepresented, submitted false documents or concealed any material information from the First Party, it (the First Party) will have a right to immediately cancel the award of the Services to the Consultant and take further appropriate action including forfeiture of the Performance Guarantee as provided for in the RFP.

iv) Intellectual Property Rights (IPRs)

The availability of study materials, processes, contents etc. to the Second Party by the First Party for facilitating rendering of the Services under the Project, would not transfer the Intellectual Property Rights vested therein to the Second Party.

v) Relationship of the Parties

Nothing in this Agreement shall be construed as creating a relationship of partnership, joint venture, agency or employment between the Parties. Neither Party shall have the power or authority to speak for or assume any obligations on behalf of the other Party which has not been so authorised.

vi) Creating False Impression

The Second Party will not use the name and / or logo of the First Party and / or the Ministry of Skill Development and Entrepreneurship in any publicity material etc. so as to create a false impression to the public at large of association/recognition by these Agencies of any of the activities being carried out by the Second Party except in reference to the Services being rendered by the Second Party under the Scheme.

vii) Governing Law and Construction

- a) This Agreement shall be governed by and construed in accordance with all the Laws of India.
- b) Both the Parties agree that nothing contained in the Agreement will create any legal obligation between the Parties.

In witness whereof, the Agreement has been signed by the Parties:-

**For and on behalf of the
National E-Hub**

**For and on behalf of the
Second Party**

Name and Designation

Name and Designation

Witnesses

1.

2.

THE ROLL-OUT PLAN

	YEAR 1 (2016-17)	YEAR 2 (2017-18)	YEAR 3 (2018-19)	YEAR 4 (2019-20)	YEAR 5 (2020-21)
No. of Institutes of Higher Learning/ Schools/EDCs/ITIs Covered	←				→
	300/50/10/150	300/50/10/150	300/50/10/150	300/50/10/150	300/50/10/150
	x	←	750/100/20/150	750/100/20/150	750/100/20/150
	x	x	←	800/100/20/100	800/100/20/100
	x	x	x	←	350/50/—/100
Total No. of Institutes of H.L. (Govt.+Private)	300 (123+177)	1050 (307+443)	1850 (327+473)	2200 (143+207)	2200
Total No. of Schools (Govt.+Private)	50 (17+33)	150 (33+67)	250 (33+67)	300 (17+33)	300
Total No. of EDCs	10	30	50	50	50
Total No. of ITIs*	150	300	400	500	500
	← Mentoring and Incubation →				

Total Students Covered = 7,10,000
(Only New Students enrolled during the first four years)

↓
Mid-term Review
after 3 years

* The Government ITIs for empanelment under the Project are being separately identified in light of pre-determined criteria in association with the O/o the Directorate General of Training (DGT).

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PROPOSED REGION AND STATE-WISE NUMBER OF NODAL E-HUBS

State(s)	No. of Nodal Hubs
Madhya Pradesh	3
Chattisgarh	1
Assam	1
Arunachal Pradesh	1
Jharkhand	1
Orissa	2
West Bengal	2
Meghalaya	1
Sikkim	1
Gujarat	3
Maharashtra	4
Goa	1
Bihar	2
Delhi	2
Haryana	1
Himachal Pradesh	1
J&K	1
Punjab	2
Rajasthan	2
Uttarakhand	2
Uttar Pradesh	2
Andhra Pradesh	2
Karnataka	4
Kerala	2
Telangana	2
Tamil Nadu	4

Region	No. of Nodal Hubs
Central	4
East	9
West	8
North	15
South	14

N.B. The location of the Nodal E-Hubs is liable to change depending upon the geographical presence of the Project Institutes under the Scheme.

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LOGICAL FRAMEWORK OF THE SCHEME

Project Description	Objectively Verifiable Indicators	Means of Verification	Risks/Assumptions
1	2	3	4
<p>Overall Objective</p> <p>By 2021 create 30,000 new business enterprises and 360 social enterprises offering 2,60,000 direct and indirect jobs through an enabling entrepreneurship ecosystem</p>	<p>1. Entrepreneurship - Indicators such as</p> <ol style="list-style-type: none"> TEA Established Business Ownership Perceived opportunities Perceived capabilities Entrepreneurial intentions Fear of failure Gender disaggregated data Social Entrepreneurship <p>2. Entrepreneurship Education and Enterprise Creation</p> <ol style="list-style-type: none"> No. of students enrolled in E-Course on Entrepreneurship/ Social Entrepreneurship No. of enterprises created No. of social enterprises created 	<p>1. Reports from Project Implementation Unit/ Project Implementation Committee</p> <p>2. Annual Reports from Partners/Project Institutes</p>	
<p>Specific Objectives</p>			
<p>OBJECTIVE 1: To educate and equip potential early stage entrepreneurs</p> <p>OBJECTIVE 2: To connect entrepreneurs to ideas, mentors and funding</p>	<p>1.1 World class entrepreneurship curriculum developed with MOOCs platform</p> <p>1.2 Over 7.10 lakh (New Students) students covered through entrepreneurship education in 5 years</p> <p>2.1 National Network of Mentors offering support to young entrepreneurs</p> <p>2.2 Online Marketplace developed creating entrepreneurship ecosystem connecting multiple stakeholders</p>	<p>1. Annual reports by Project Institutes</p> <p>2. Annual progress report by National E-hub</p> <p>3. Annual Monitoring Report by Third party selected consultancy firm (the Consultant)</p>	<p>1. There is effective collaboration among stakeholders</p> <p>2. There is a commitment to learning, and an ability and motivation to establish enterprises</p> <p>3. There is sufficient financial commitment from credit agencies</p> <p>4. There is willingness to start social enterprises</p>

Project Description	Objectively Verifiable Indicators	Means of Verification	Risks/Assumptions
1	2	3	4
<p>OBJECTIVE 3: To coordinate and support entrepreneurship development programs & social entrepreneurship</p> <p>OBJECTIVE 4: To catalyze a culture shift to support aspiring entrepreneurs</p>	<p>3.1 Enabling entrepreneurship through national and regional e-hubs with creating multiple levels of support for entrepreneurship education, training and mentoring</p> <p>3.2 Training and setting up of social enterprises with incubator support for social enterprises</p> <p>4.1 National events, Research studies and Advocacy meetings organised every year</p>		
Expected Outcomes			
<p>1. Potential entrepreneurs/social entrepreneurs developed under Entrepreneurship Education delivered through MOOCs facilitated by project stakeholders</p> <p>2. Online Network of peers, mentors, incubators, funding & business services developed for entrepreneurs & social entrepreneurs</p> <p>3. Entrepreneurship Hubs supporting entrepreneurs across India and developing social enterprises</p>	<p>1.1 MOOCs developed and delivered through LMS with certification & assesment mechanism</p> <p>1.2 2200 IHL, 300 schools, 500 ITIs and 50 EDCs offering online programme covering 7.10 lakh new students in 5 years</p> <p>2.1 Number of Mentors developed</p> <p>2.2 Number of Facilitators developed</p> <p>2.3 Online Market place created connecting all stakeholders</p> <p>3.1 National E-Hub created with 5 Regional E-Hubs and 50 Nodal E-Hubs established</p> <p>3.2 Management Information System for project management established</p> <p>3.3 Factory on Wheels pilot implemented supporting 20 women in Jharkhand</p> <p>3.4 360 social enterprises created and ready for investment</p>	<p>1. Annual Reports by Project Institutes</p> <p>2. Annual progress report by National E-hub</p> <p>3. Annual Monitoring Report by Third party selected consultancy firm (the Consultant)</p>	<p>1. There is effective collaboration among stakeholders</p> <p>2. There is a commitment to learning, and an ability and motivation to establish enterprises</p> <p>3. There is sufficient financial commitment from credit agencies</p> <p>4. There is willingness to start social enterprises</p>

Project Description	Objectively Verifiable Indicators	Means of Verification	Risks/Assumptions
1	2	3	4
4. Culture for catalysing entrepreneurship built with enabling ecosystem	<p>4.1 Entrepreneurship Research outputs released every year in national events</p> <p>4.2 Branding and Marketing of Entrepreneurship education and other ecosystem</p> <p>4.3 Awards for entrepreneurs and social entrepreneurs instituted</p>		
Inputs/Activities			
<p>1a. Develop and deliver entrepreneurship education to all citizens through Massive Open Online Courses (MOOCs) and other online programs accessible through a Learning Management System (LMS)</p> <p>1b. Develop an assessment and certification mechanism</p> <p>1c. Equip 2200 IHL to deliver entrepreneurship education programs</p> <p>1d. Equip 300 schools (10+2) to deliver entrepreneurship education programmes</p> <p>1e. Equip 500 ITIs to deliver entrepreneurship training programme</p> <p>1f. Equip 50 Entrepreneurship Development Centres (EDCs) to deliver entrepreneurship training programmes</p> <p>1g. Development of social entrepreneurship</p>	<p>1a. Course material prepared with assessment and certification</p> <p>1b. 2200 IHL signed up and offering the course on entrepreneurship and 440 IHL offering the course on social entrepreneurship</p> <p>1c. Entrepreneurship and Social Entrepreneurship development programmes offered</p> <p>1d. Number of schools signed up and students attending the course on entrepreneurship</p> <p>1e. Number of people trained through SEDPs and Number of Social enterprises created</p>	<p>1. A comprehensive Annual progress report by National E-hub including progress of Regional E-hubs, Nodal E-hubs and Project Institutes (IHL, Schools, ITIs and EDCs)</p> <p>2. This report will cover progress of all the major deliverables</p> <p>3. Annual Monitoring Report by third party consultancy firm selected through tender bidding process (the Consultant)</p>	<p>1. MOOCs platform is designed in parallel with project implementation activities such as establishing implementation mechanism and on-boarding colleges</p> <p>2. IHL, schools and EDCs will be selected on the basis of pre-defined selection criteria.</p> <p>3. As far as possible existing content on entrepreneurship will be taken and curated for the uploading on the MOOCs platform. Simultaneously, new content will also be created</p>

Project Description	Objectively Verifiable Indicators	Means of Verification	Risks/Assumptions
1	2	3	4
			<p>4. MOOCs platform will be tested prior to its final implementation.</p> <p>5. Poor internet connectivity will be dealt with downloaded data.</p>
<p>2a. Create an “online market place” – a web based platform connecting entrepreneurs to each other for peer-to-peer networking and investors, financial institutions and business services such as legal, accounting, technology and HR services</p> <p>2b. Set up a national mentor network for young entrepreneurs</p> <p>2c. Establish a national network of incubators, accelerators and credit agencies</p> <p>2d. Establish a national network of business service providers</p> <p>2e. Leveraging schemes/ initiatives of Central Ministries and State Governments</p>	<p>2a.Establishment of Online Market place</p> <p>2b.National Mentor Network created with number of mentors registered</p> <p>2c.National network of Incubators created with inviting applications for incubating new enterprises</p>	<p>1. A comprehensive Annual progress report by National E-hub including progress of Regional E-hubs, Nodal E-hubs and Project Institutes (IHL, Schools, ITIs and EDCs) This report will cover progress of all the major deliverables.</p> <p>2. Annual Monitoring Report by third party consultancy firm selected through tender bidding process (the Consultant)</p>	

Project Description	Objectively Verifiable Indicators	Means of Verification	Risks/Assumptions
1	2	3	4
<p>3a. Establish a National Entrepreneurship Resource and Coordination Hub to coordinate and support entrepreneurship development programs</p> <p>3b. Establish Regional and Nodal Entrepreneurship Hubs to coordinate and support entrepreneurship programs at all levels</p> <p>3c. Develop a cloud based Management Information System (MIS) that tracks entrepreneurship training institutes, faculty, students and outcomes to inform Government entrepreneurship support efforts</p>	<p>3a.National Entrepreneurship Resource and Coordination Hub created with staff recruitments and resource allocations</p>	<p>1. A comprehensive Annual progress report by National E-hub including progress of Regional E-hubs, Nodal E-hubs and Project Institutes (IHL, Schools, ITIs and EDCs) This report will cover progress of all the major deliverables.</p> <p>2. Annual Monitoring Report by third party consultancy firm selected through tender bidding process (the Consultant)</p>	<p>1. E-hubs will be established and operational before the academic session to ensure smooth implementation of the Scheme</p>
<p>4a. Create a culture of dynamic entrepreneurship through events, branding and marketing</p> <p>4b. Factory on Wheels</p> <p>4c. Create a culture of dynamic entrepreneurship through events, branding and marketing</p> <p>4d. Drive entrepreneurship research & advocacy</p> <p>4e. Supervision of progress of mentors</p>	<p>4a.International linkages and National events organised each year promoting entrepreneurship</p> <p>4b.1 Number of research outputs with entrepreneurship focus</p> <p>4b.2 Awareness programmes on Social Entrepreneurship for women, SC/ST and minority groups</p> <p>4c.LMS platform created for mentor progress and mentor enrolment / certification</p>	<p>1. A comprehensive Annual progress report by National E-hub including progress of Regional E-hubs, Nodal E-hubs and Project Institutes. This report will cover progress of all the major deliverables.</p> <p>2. Annual Monitoring Report by third party consultancy firm selected through tender bidding process (the Consultant)</p>	

Activities under each broad component are given in ANNEXURE-V-"Detailed Activity Plan".

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DETAILED ACTIVITY PLAN

Please note in the below table, ✓ indicates one-time activity. The numeral indicates the number of programmes.

NOTE: It is stated that entrepreneurship is a dynamic subject. Hence, the deliverables and timelines are subject to change in the best interest of producing the outcomes.

Objective 1: Educate and equip

Deliverable 1a: Develop and deliver entrepreneurship content and pedagogy through Massive Open On-line Courses (MOOCs), Classrooms sessions & other on-line programs accessible through a Learning Management System (LMS)

CONTENT DEVELOPMENT					
For Students	YR 1	YR 2	YR 3	YR 4	YR 5
Orientation Programme in Entrepreneurship	1		Course upgradation		
Basic Programme in Entrepreneurship	1				
Foundation Programme in Entrepreneurship	1				
Intermediate Programme in Entrepreneurship		1			
Advanced Programme in Entrepreneurship		1			
Expert Programme in Entrepreneurship		1			
Topic based Webinars	3	3	3	3	3
For Facilitators	YR 1	YR 2	YR 3	YR 4	YR 5
Orientation Module for Student Curriculum for Facilitators	1		Course upgradation		
Faculty Module for Orientation Programme in Entrepreneurship	1				
Faculty Module for Basic Programme in Entrepreneurship	1				
Faculty Module for Foundation Programme in Entrepreneurship	1				
Faculty Module for Intermediate Programme in Entrepreneurship		1			
Faculty Module for Advanced Programme in Entrepreneurship		1			
Faculty Module for Expert Programme in Entrepreneurship		1			
For Faculty Mentors & Experts	YR 1	YR 2	YR 3	YR 4	YR 5

Mentoring Workshops	2	2	2	2	2
Webinars	2	2	2	2	2

For Faculty Mentors & Experts	YR 1	YR 2	YR 3	YR 4	YR 5
Mentor Development Programme - By international experts	1			1	
Angel Investment Programme by International experts	1			1	
For Schools	YR 1	YR 2	YR 3	YR 4	YR 5
On-line Course for School Students	1	Upgrade			
For Nodal E-Hub team	YR 1	YR 2	YR 3	YR 4	YR 5
MOOCs		1	1		
Webinars	2	2	2	2	2
Classroom sessions	5	5	5	5	5
DELIVERY					
For Students	YR 1	YR 2	YR 3	YR 4	YR 5
Orientation Programme in Entrepreneurship	1	1	1	1	1
Basic Programme in Entrepreneurship	1	1	1	1	1
Foundation Programme in Entrepreneurship	1	1	1	1	1
Intermediate Programme in Entrepreneurship	1	1	1	1	1
Advanced Programme in Entrepreneurship	1	1	1	1	1
Expert Programme in Entrepreneurship	1	1	1	1	1
Topic based Webinars	3	3	3	3	3
E-leader workshops	5	5	5	5	5
Boot camps	5	5	5	5	5
For Facilitators	YR 1	YR 2	YR 3	YR 4	YR 5
Orientation Module for Student Curriculum for Facilitators	1	1	1	1	1
Faculty Module for Orientation Programme in Entrepreneurship	1	1	1	1	1
Faculty Module for Basic Programme in Entrepreneurship	1	1	1	1	1
Faculty Module for Foundation Programme in Entrepreneurship	1	1	1	1	1
Faculty Module for Intermediate Programme in Entrepreneurship	1	1	1	1	1
Faculty Module for Advanced Programme in Entrepreneurship	1	1	1	1	1
Faculty Module for Expert Programme in Entrepreneurship	1	1	1	1	1

For Facilitators	YR 1	YR 2	YR 3	YR 4	YR 5
Classroom sessions- Foundation Level	5	5	5	5	5
Classroom sessions- Advanced Topics	5	5	5	5	5
For Faculty Mentors & Experts	YR 1	YR 2	YR 3	YR 4	YR 5
Mentoring Workshops	2	2	2	2	2
Webinars	2	2	2	2	2
Mentor Development Programme - By International Experts		1			
Angel Investment Program by International experts		1			
For Schools	YR 1	YR 2	YR 3	YR 4	YR 5
On-line Course for School Students	1	1	1	1	1
For Nodal E-Hub Team	YR 1	YR 2	YR 3	YR 4	YR 5
MOOCs		1	1		
Webinars	2	2	2	2	2
Classroom sessions	5	5	5	5	5

Deliverable 1b,c,d: Equip 2,200 IHL, 300 Schools, 50 Entrepreneurship Development Centres and 500 ITIs to deliver entrepreneurship education programmes (including training of faculty and master trainers).

Institute Signups and Onboarding	YR 1	YR 2	YR 3	YR 4	YR 5
Develop Institute Sign-up Website	✓				
Handbooks for Entrepreneurship campus ecosystem development		1			
Institute Onboarding Website	YR 1	YR 2	YR 3	YR 4	YR 5
Develop Institute Sign-up Website	✓				
Call for applications	✓	✓	✓	✓	
Process Applications & Select	✓	✓	✓	✓	
MOU signing & Legal	✓	✓	✓	✓	
Online E-Cell Platform Development	YR 1	YR 2	YR 3	YR 4	YR 5
Develop Online E-Cell Platform	✓				
Develop Online Apprenticeship Challenge website	✓				

Startup Jobs Platform to connect Students to Startups, SMEs and large Corporates for Internships and Placements	YR 1	YR 2	YR 3	YR 4	YR 5
Develop Startup Jobs Platform		✓			
Signup partners for Startup Jobs Platform		✓	✓	✓	✓
Signup Institutes for Startup Jobs Platform		14	16	10	10
Online Training - Resume, skill development		1	1	1	1
Monitoring, Assessment and Certification	YR 1	YR 2	YR 3	YR 4	YR 5
Certification Programme & Matrix Development (for students, mentors & facilitators)	✓	✓	✓	✓	

Deliverable 1e: Launch a Social Entrepreneurship Development Programme

Social Entrepreneurship Training Programmes	YR 1	YR 2	YR 3	YR 4	YR 5
Research, Development & Advocacy	YR 1	YR 2	YR 3	YR 4	YR 5

Objective 2: Connect entrepreneurs in enabling networks of peers, mentors, funds and business services

Deliverable 2a: Create an “online market place” – a web based platform connecting entrepreneurs to mentors, financial institutions, research institutions, service providers and each other.

Online Marketplace	YR 1	YR 2	YR 3	YR 4	YR 5
Mobile App		✓			
Website Portal		✓	✓		
Market Place Service #1 – Finance Service	✓	✓	✓	✓	✓
Finance Service Deployment		✓	✓	✓	✓
Market Place Service #2			✓	✓	✓
Research for FY17 Services	✓	✓	✓	✓	✓

Deliverable 2b: Set up a national mentor network for young entrepreneurs.

Faculty Mentors/Experts Engagement	YR 1	YR 2	YR 3	YR 4	YR 5
Train	1500	1500	2000	2500	2500
National Round Table	1	1	1	1	1
Regional Round Tables	4	4	4	4	4

Deliverable 2c: Establish a national network of incubators and accelerators

Incubator/Accelerator Network	YR 1	YR 2	YR 3	YR 4	YR 5
Cost of Lab cum work spaces (100 ventures@ 3 incubatees per venture @10000/- per seat for 3 months)	300	300	300	300	300
Seed capital of 1 lakh per startup	100	100	100	100	100

Objective 3: Coordinate and support entrepreneurship development programmes

Deliverable 3a: Establish a National Entrepreneurship Resource and Coordination Hub to coordinate and support entrepreneurship development programmes.

Formation of Project Advisory Committee (PAC) (now subsumed with NAC) and Project Steering Committee (PSC)	YR 1	YR 2	YR 3	YR 4	YR 5
PSC Annual Review Meeting	1	1	1	1	1
PSC Planning Meetings	1	1	1	1	1
PSC -Partner Meetings	2	2	2	1	1
Recruitment and Onboarding of National E-Hub teams	YR 1	YR 2	YR 3	YR 4	YR 5
National Project Director	1	-	-	-	-
Functional Heads – Content (2), Deployment (2), Technology, Events & Communications, Operations, Incubator Network, Special Programmes	3	6	-	-	-
Deployment Experts	2	3	-		
Support Team	6	8	-		
Operations team	1	1	-		
Set up Office Infrastructure	✓	-	-		
Review Meetings	YR 1	YR 2	YR 3	YR 4	YR 5
Set up Project Implementation Unit	1				
PSC Annual Review Meeting	1	1	1	1	1

Review Meetings	YR 1	YR 2	YR 3	YR 4	YR 5
PSC Planning Meetings	1	1	1	1	1
PSC -Partner Meetings	1	1	1	1	1
PIU Meeting for Project Roll out & Review	4	4	4	4	4

Deliverable 3b: Establish Regional and Nodal, Entrepreneurship Hubs to coordinate and support entrepreneurship programmes at all levels.

Setting up & Hiring (Regional E-Hubs)	YR 1	YR 2	YR 3	YR 4	YR 5
Hiring of Regional E-Hubs	5				
Regional Director		5			
Regional Manager	5				
Assistants	5				
Setting up & Hiring (Nodal E-Hubs)	YR 1	YR 2	YR 3	YR 4	YR 5
Identification & Sign up	9	16	25		
Setting up Infrastructure	1	1	1		
Hiring & Induction of Nodal E-Hub Team					
1. Nodal Manager	9	16	25		
2. Nodal Coordinators	9	16	25		

Deliverable 3c: Develop a cloud based Management Information System that tracks entrepreneurship training institutes, faculty, students and outcomes to inform Government entrepreneurship support efforts.

Cloud Based Management Information System	YR 1	YR 2	YR 3	YR 4	YR 5
Finalize Specs and Design for Version 1.0	✓	-	-	-	-
Develop the Basic modules (Sign-on, Setting up Institutes, Faculty, Students)	✓	-	-	-	-
Student Venture Registry Module		✓	-	-	-
Resource Registry Module		✓	-	-	-
Develop Dashboards (System wide, Institute, Faculty, Student)		✓	-	-	-
Platform Management: Data Centre Operations	✓	✓	✓	✓	✓

Deliverable 3d: Factory on Wheels

Cloud Based Management Information System	YR 1	YR 2	YR 3	YR 4	YR 5
Develop skilling lesson plans for operating the factory	✓	-	-	-	-
Select and skill target group and create SHG					
Design the factory on Wheels for Garment Manufacturing	✓	-	-	-	-
Build the factory on wheels	✓	-	-	-	-
Develop control and scheduling software	✓	-	-	-	-
Get entrepreneurs to operate the factory	✓	✓	✓	✓	✓

Objective 4: Catalyze a culture shift

Deliverable 4a: Create national awards to recognize entrepreneurial success through events, branding and media.

Events: Sensitizing, Celebrating & Rewarding Entrepreneurship	YR 1	YR 2	YR 3	YR 4	YR 5
National Entrepreneurship Festival	1	1	1	1	1
National B-Plan Competition	1	1	1	1	1

Deliverable 4b: Drive entrepreneurship research & advocacy.

Research & Advocacy	YR 1	YR 2	YR 3	YR 4	YR 5
Annual Policy Dialogue	1	1	1	1	1
International Collaborations - Collaboration with 1 International University for Best Practices sharing		1			

Deliverable 4c: Supervision of mentors (SE)

Research & Advocacy	YR 1	YR 2	YR 3	YR 4	YR 5
Publicise about mentor network	1	1	1	1	1
Application and selection of eligible candidates	1	1	1	1	1
Candidates under take Mentor Certification programme	1	1	1	1	1
Mentors are accredited and certified	1	1	1	1	1
Accredited mentors are on boarded on the 'Online market place'.	1	1	1	1	1

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DETAILS OF THE PROPOSER

1. Name, details of incorporation, address of the registered office, corporate headquarters, and its branch office(s), if any, in India and date of incorporation and/or commencement of business.
2. Brief description of the Proposer including details of its Main Lines of Business.
3. Brief description of capabilities and experience for rendering Monitoring and Evaluation Services of this geographical coverage and financial outlay.
4. Brief details of the Core Team Members including their respective experience relevant to the Services.

5. **In case of a Consortium :**

The information above (1-4) should be provided for all the Members of the Consortium. The information regarding role of each Member of the Consortium should be provided as per table below :

Sl. No.	Name of the Consortium Members	Role
1.		
2.		

6. Financial Strength of the Proposer(s) *(In case of Consortium, provide the financial details of the lead partner only)*

S. No.	Financial Details (in INR)	2013-14	2014-15	2015-16	Documentary Evidence
1	Annual Turnover of the Proposer				a. Audited balance sheet, profit & loss statement and cash flow statement for last 3 FY (2013-14, 2014-15 and 2015-16) b. CA certificate clearly mentioning the following : i. Annual turnover of the Proposer in last 3 FY (2013-14, 2014-15 and 2015-16) ii. Net worth of the Proposer in last 3 FY (2013-14, 2014-15 and 2015-16) iii. Revenue of the Proposer from similar Services in last 3 FY (2013-14, 2014-15 and 2015-16)
2	Net worth of the Proposer				
3	Revenue of the Proposer from similar Services				

7. The details of the Authorised Signatory :

Name	:
Designation	:
Organization	:
Address	:
Telephone Number	:
E-Mail Address	:
Fax Number	:
Mobile Number	:

Other things being equal, preference shall be given to the organisation having relevant experience in entrepreneurship development and promotion of Micro, Small and Medium Enterprises in India.