

Terms of Reference

About NECBDC:

Formerly known as Cane & Bamboo Technology Centre (CBTC), North East Cane and Bamboo Development Council (NECBDC) was incorporated with the objective of organizing the hitherto untapped bamboo sector of NE India which is a significant occupant of its topography, culture and customary practices since time immemorial. NECBDC involves its creativity and resource in talent scouting, training, technology sourcing, market linkage for giving a new age thrust to the age old bamboo sector. Keeping in mind the fast track changes in the global marketplace, contemporizing the traditional presentational aesthetics of bamboo end products receives our priority. In this never ending endeavor of NECBDC to unleash a new dimension to bamboo of North East, we have set a benchmark to measure our impact.

Scope of Work:

The agency / firm / service provider will be hired for the following works:

#	Particulars	Detailed description of work	Timeline
1	Technical support in preparation and submission of Special Projects (SP) under PMKVY 3.0 CSCM proposal to NSDC.	<ol style="list-style-type: none">1. Conduct primary analysis of availability and status of documents required for preparing project application SP2. Provide detailed recommendation based on primary analysis with respect to preparation of Technical proposal3. Prepare all documents required for Technical Proposal basis on required information collected from PIA4. Online Submission of proposals to NSDC5. Co-ordinate with NSDC for providing necessary support and follow ups during the project application stage	T+5 days
2	Training Centre (TC) Accreditation and Affiliation in Skill India Portal	<ol style="list-style-type: none">1. Conduct primary analysis of TC status in Skill India Portal (SIP)2. Provide detailed recommendation based on primary analysis with respect to accreditation and affiliation process3. Prepare all documents required for re-submission of Centre Accreditation and Affiliation Form (CAAF)4. Online Submission of CAAF in SIP5. Co-ordinate with NSDC for providing necessary support and follow ups during the TC Accreditation and Affiliation process	T+20 days

T being the date of sanctioning the work

Payment Terms:

The payment for each of the individual service will be made as per the following terms:

Sl. No	Particulars	Payment tranche
1	Technical support in preparation and submission of Special Projects (SP) under PMKVY 3.0 CSCM proposal to NSDC.	<ul style="list-style-type: none">- 1st tranche of 40% amount will be paid at the time of commencement of work- 2nd tranche of 60% amount will be paid after submission of proposal

2	Training Centre (TC) Accreditation and Affiliation in Skill India Portal	- 100% amount after completion of work
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Note:

- 1. Invoice will be submitted on completion of milestones by the Agency. If there is no objection in terms of performance, deliverable or invoice value then the invoice and the deliverables will be deemed accepted by the Client. Payments shall be released within 30 days of submission of invoice by the Agency.*
- 2. If there is an objection to the performance, deliverable or invoice value, then the Client shall raise objection within 15 days of invoice submission date. In such a scenario, the Agency shall take corrective measures and resubmit the invoice. Payments shall be released within 30 days of resubmission of invoice.*

Sd/-

(Dr. S. Chaudhari)
Managing Director,NECBDC