

**Regional Industries Centre, Dhenkanal.
Mahisapata, Dhenkanal.**

Invitation For Expression of Interest (EOI)

Regional Industries Centre, Dhenkanal intends to enlist agency/ies for organising Entrepreneurship Development Programmes all over the district of Dhenkanal on behalf of RIC, Dhenkanal during the year 2019-20. Intending agencies may submit their information as per the prescribed format on or before Dt.04.09.2019 at 5.30 PM to the GM, RIC, Dhenkanal. For detail terms & conditions visit www.dhenkanal.nic.in

SD/-
GM, RIC, Dhenkanal.

**Office of the General Manager,
Regional Industries Centre, Dhenkanal.
Mahisapata, Dhenkanal.**

Format for submission of Expression of Interest (EOI)

Name of the Project	Conducting Entrepreneurs Development Programmes all over the district of Dhenkanal during the financial year 2019-20
Implementing agency	Regional Industries Centre, Dhenkanal
Last date for submission of EOI (xpression Of Interest)	Dt.04.09.2019 at 5.30 pm in the drop box kept for this purpose or by the Regd. Post.
Eligible entities	Applicant shall be an agency/firm registered under Company /Society Act/ Educational Institute/ Technical Institute accredited with the Government.
Documents to be submitted with EOI	<ul style="list-style-type: none"> • Organisation profile • Audited statement for last three years • Available infrastructure to accommodate minimum 30 partipants • Accreditation with Govt. agencies (if any) • Credential indicating performing such training • Applicant agency's PAN & GST with up-to-date return filling acknowledgements • List of Resource Persons with contact details & area of expertise as per the programme scheduled of EDP (Annexure-I)
Scope of work	<ul style="list-style-type: none"> • Organising Entrepreneurship Development Programmes within the time duration as specified. • Identification of venue and preparation of training detail. • Selection of trainee in collaboration and under the control of the General Manager, RIC, Dhenkanal. • Monitoring and post training follow up of the successful trainees with a feed back.
Eligibility criteria	<ul style="list-style-type: none"> • The Agency/Applicant should have varied 5 years' experience in organising EDP . • The applicant agency should have PAN & GST number. • The agency should have audited statements for last three year. • The applicant should have updated Income Tax & GST returns • The applicant should have qualified manpower strength with expertise in this field. • Applicants should have never been blacklisted/debarred to participate for bidding by any state/Central govt. or state/Central PSU due to unsatisfactory performance, breach of general or specific instructions, self-

	<p>bidding by any state/Central govt. or state/Central PSU due to unsatisfactory performance, breach of general or specific instructions, self-declaration in this respect should be submitted.</p> <ul style="list-style-type: none"> • The applicant agency should have an annual turnover of minimum 20 lakhs in each year for the last three years. • The applicant agency should have at least 5 years' experience in organising EDP for any Govt. Agency. • The applicant agency should have accreditation with any Govt. Agency for conducting EDPs. • The Regional Industries Centre, Dhenkanal reserves the right to carry out the capability assessment of the organization and it's decision shall be final in this regard.
Selection of agency	For identification, short listing and selection of Agency for implementing the training programme, there will be a Selection Committee at the RIC, Dhenkanal. The decision of the committee shall be final and binding on all the participants. Selection shall be made on dt.05.09.2019 at 11.00 AM. Applicants or his/her authorised representative shall remain present at this time.
Cost of the assignment	As per provision of Director of Industries, MSME Department, Govt. of Odisha. Funds shall be released to the qualified Agency within 10 days from the date of completion of each programme.

Information provided at this stage is indicative and the approving authority reserves the right to amend / add further details/cancel as and when arises during the course of undertaking the training programme without liability or any obligation in this regard. The General Manager, RIC, Dhenkanal reserves the right to carry out the capability assessment of the organization at any stage of the training programme and the decision shall be final in this regard.

Application form			
Particulars	Details to be Furnished		
Details of the Respondent			
Name			
Address			
Date of Registration			
Status (Public Ltd., Pvt. Ltd/ NGO, etc.)			
Telephone including Mobile no.		Fax	
E-mail		Website	
Details of the Contact Person			
Name			
Designation			
Address			
Telephone including mobile no.			

Authorized Signatory
with seal

PROGRAMME SCHEDULED FOR ENTREPRENEURSHIP DEVELOPMENT PROGRAMME (EDP) TWO
WEEKS (12 WORKING Days)

Day	Session	Topic	Proposed Faculty
1	I	Registration, Inauguration	RIC/DIC
	II	Rapport Building & Unfreezing-Micro Lab	Professional.
	III	Entrepreneurship, Charms & Challenges	Professional
	IV	Characteristics of an entrepreneur a matter of attitude and skill	Professional.
2	I & II	Internalizing of Entrepreneur competencies	Professional
	III	Risk taking behavior and problem Solving and Leadership Skill.	Professional
	IV	Communication & Soft Skill	Professional/Agency
3	I	Role of promotional Agencies (DIC, Bank ,KVIC/KVIB, OSIC, IDCO etc	Professional/Agency
	II	Business Opportunity Guidance (Agriculture, Horticulture, Animal Husbandry, Engineering, Food Processing ,Plastics, Handicrafts, Textiles, IT/ITES, Others) Product Identification, Guidance	Professional/Agency
	III	Forms of Business Organization, Legal formalities for unit set-up	Professional
	IV	Resource mobilization and support system, role of other supporting.	Professional
4	I	Basic of Business Plan & SWOT Analysis	Professional
	II & III	Project Report preparation (Preliminary Project Report & Detail Project Report)	Professional
	IV	Role of Bank concept of Cash Credit and working capital Linkage with scheme.	Professional
5	I	Managing the enterprises, purchasing, inventory /Material management.	Professional
	II	Concept of quality, Packaging	Professional
	III	Ease of Doing Business	
6	I,II,III & IV	Visit to Small Scale Enterprise preferably run by a successful entrepreneur.	Professional
7	I & II	Accounts & Book keeping	Professional
8	I	Cost Consciousness and Break Even Analysis	Professional
	II & III	Marketing strategy and sales techniques, Marketing Management.	Professional
	IV	Start-ups, Innovations & Incubation, Odisha Startup Policy-2016	Professional
9	I	Time Management	Professional
	II	Step by step approach to become an Entrepreneur	Professional
	III	Enterprise Growth, product diversification and expansion	Professional
	IV	Prevention of Sickness in enterprise	Professional
10	I	Need of Insurance for small enterprise and claim settlement	Professional
	II	Computer application in business (Use of Word, Excel & Power Point, Concept of E-commerce)	Professional
	III	Union, State laws applicable for an enterprise, Income tax, GST, FSSAI	Professional

	IV	Sourcing of Electricity & Ground Water, Licenses /Clearances / NOC of Urban Local Bodies, Gram Panchayat, Pollution Control Board & business of other line Departments associated with promotion of MSMEs	Professional/ Agency
11	I & II	Interaction with a successful entrepreneur (s) (experience sharing)	Successful Entrepreneur
	III & IV	Programme evaluation & feed back	RIC/DIC
12	I & II	Project Implementation, plan and steps for growth, expansion and diversification	Professional
	III & IV	Valediction /Certificate distribution	RIC/DIC

BUDGET/COST ESTIMATE OF ENTREPRENEURSHIP DEVELOPMENT PROGRAMME:

- Name of training Programme : 30 (Thirty only)
- Duration : 2 Weeks (12 Days)
- Total No.of Sessions : 48 Classes
- No. of classes of 1 hour duration : 43
- Implementing Agencies : General manager, RIC :

Sl. No	Heads of Expenditure	Amount of Rs. In Lakhs
1	Mobilization and Identification of prospective Entrepreneurs, Publicity and Advertisement, Selection of Trainees, Inauguration. Conveyance, Hiring of venue and other allied expenses including contingency, handout, transport charges for the guest faculty, Valediction expenses etc.	0.20
2	Study materials & stationeries for trainees.	0.10
3	Expenses for resource personnel & experts @ Rs. 1,000/- per session for 43 sessions. Minimum of 50% session to be given to guest faculties fees by Training Institution like IED, EDII, MSME-DI, RUDSETI & RSETI.	0.43
4	Visit to Small & Micro Enterprises in adjoining locality including conveyance, Lunch/Refreshment.	0.10
5	Refreshment to trainees for 11 days @ Rs. 50/- per Candidates per day.	0.17
	Total (Rupees One Lakh)	1.00

Foot Note:-

- Sessions like (a) Registration, Inauguration (b) Programme evaluation & feed back (c) Valediction /Certificate distribution (total 05 Sessions) are to be conducted by RIC/ DIC.