West Bengal Minorities Development And Finance Corporation in association with National Minorities Development And Finance Corporation intends to provide Vocational Training to the Minority candidates for which a sum of Rs.39.6 lacs has been allocated .

For this purpose WBMDFC has decided to select the reliable and reputed NGOs/Training Institutes who will give the Vocational Training on different Trades/Subjects to the minorities across the state of West Bengal . A general advertisement has been published in the leading newspapers as follows

"INVITING PROPOSAL FROM VOCATIONAL TRAINING PROVIDERS

WBMDFC in association with NMDFC is going to organize Vocational Training for minorities on different trades/subjects having high potential for self employment or wage employment through reputed and credible Training Institutes / NGOs. Those who are interested may kindly send the proposal in the prescribed format available at our website www.wbmdfc.org to WBMDF,Bhabani Bhavan,2nd Floor(West).Alipore,Kolkata-700 027.For details please browse our above website.

The last date for the submission of proposal at the above office is 05-11-09 "

WEST BENGAL MINORITIES DEVELOPMENT & FINANCE CORPORATION

PROPOSAL ON VOCATIONAL TRAINING PROGRAMME OF MINORITIES

(To be submitted by intending Training Providers)

1. ***Details Of The Training Course:***

   a. Title Of The Training Course. ----------

   b. Whether the proposed training is ----------
   recognized by the Government.(1) If yes ,name of the authority(2) If no ,what is the system of certification.

   c. Need for the training with full justification for conducting the same

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2. ***Details regarding the Training* Institution*:***

a. Reputation and background of the Institution with derails
(its location ,rural area,urban area,minority concentrated area ,etc.)

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b. Details regarding the ownership of ----------
the Institution ----------

c. Main activity of the Institution. ----------
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d. Qualification ,Experience,etc of ----------
Trainers/Instructors. ----------

e. Details of infrastructure facilities (machinery ,tools,equipment etc.available for conducting the proposed training)----------

f. Details regarding the hostel facilility for the outstation trainees
(including the capacity of the hostel or availability of private mess in the locality)

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3. ***Details regarding training programme organized for the past three years ,under its own scheme; and the schemes run by the Government or reputed NGOs.***

   a. Number of courses organized ----------

   b. Number of candidates trained ----------

   c. Number of candidates employed/ ----------
   self employed till date.

   d. Number of Candidates who had been ----------
   able to get loan assistance from Bank or other Agencies.

4. Details regarding trainees:

a. Number of trainees to be admitted. ----------

b. Mode of identifying the trainees ----------

c. Criteria of admission ----------

d. Minimum qualifications, ----------

age limit,etc. prescribed for admission

e. Geographical area from where ----------

the trainees are to be selected

5. Details of syllabus:

a. Duration of the training programme ----------

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with details of time devoted on each day and the number of days in a week.

b. Details regarding the learning objectives ----------

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and post training benefits of the training programme (to be specified clearly- in oriented terms).

c. Details regarding the theory and practical ----------

elements in the syllabus (to be ----------

Indicated separately) ----------

d. Details of weekly distribution of theory ----------

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and practical elements in the syllabus (to be indicated along with the time frame i.e. hours/week to be devoted separately for theory and practical).

6. Details regarding the cost of training

A.(in case of NGOs)

a. Rent for the training centre. ----------

b. Instructor's salary ,honorarium,etc. ----------

c. Cost of training material, raw material, etc. ----------

d. Cost of tools etc. to be given to the ----------

trainees,wherever necessary.

e. Course of study material to be given to trainees. ----------

f. Any other expenditure to be incurred. ----------

B.(in case of commercial institutes)

Training fees for the courses ----------

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7. Stipend if any proposed to be paid to the trainees. ----------

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8. Follow up:

a. Details regarding arrangements to be made ----------

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for the subsequent placement of trainees either in salaried employment or self-employment.

b. Other follow- up measures, if any,proposed. ----------

9. *Documents to be submitted along with the proposal:*

a. Copies of Annual Report, Balance Sheet(for the last 3 preceeding years), Registration Certificate of the training institute/Centre.

b. Time Table and course syllabus of the training programme.

10. *Name of the contact person with Mobile No.* ----------

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(*Signature with the name of person representing the Training Institute*)

Name of Training Institute with address: