

CENTRAL INSTITUTE OF TOOL DESIGN (CITD)

Ministry of Micro, Small & Medium Enterprises, Government of India

EXPRESSION OF INTEREST (EOI)

FOR SELECTION OF AN EXPERIENCED IMPLEMENTATION PARTNER FOR MOBILISATION, TRAINING, OJT AND PLACEMENT SUPPORT UNDER PM VIKAS – *AUTOMOTIVE WELDING SIMULATION TRAINEE (USING AR)*, [QP Code: ASC/Q3112, NQR Code: QG-04-AU-04195-2025-V1-ASDC] PROGRAMME.

EOI Reference No.: CITD/Trg./PM-VIKAS/AWST/09/2026

Date: 15-09-2026

Interested agencies/organizations are requested to submit their Expression of Interest (EOI) within one week from the date of publication of this EOI.

1. EXPRESSION OF INTEREST

Central Institute of Tool Design (CITD), Ministry of Micro, Small & Medium Enterprises, Government of India, invites **Expression of Interest (EOI)** from reputed, experienced and financially sound organisations/agencies/companies having demonstrated expertise in **skill development, technical/industrial training, candidate mobilisation, welding/automotive/automation, industry linkage, On-the-Job Training (OJT), apprenticeship and placement**, for association as an **Implementation Partner** for the PM VIKAS Automotive Welding Simulation Trainee (using AR) Programme.

CITD proposes to implement the programme using its institutional infrastructure, workshops, laboratories, equipment and other facilities. Considering the specialised requirements relating to candidate mobilisation, industry linkage, OJT and placement, CITD intends to identify an experienced organisation to support implementation of the programme.

The selected Implementation Partner shall work under the **overall supervision, coordination and monitoring of CITD** and shall comply with the applicable PM VIKAS guidelines, Government of India instructions, sanctioned project provisions and applicable rules and procedures.

2. ABOUT CITD

Central Institute of Tool Design (CITD), under the Ministry of Micro, Small & Medium Enterprises, Government of India, is engaged in technical education, skill development, industrial training, technology development, tool design, manufacturing and industry-oriented activities.

CITD possesses established infrastructure and technical facilities for conducting specialised training programmes in engineering, manufacturing, welding, automation and related technologies.

3. BACKGROUND OF THE PROGRAMME

CITD has been entrusted with implementation of a training programme under **PM VIKAS (Pradhan Mantri Virasat Ka Samvardhan)** for eligible beneficiaries belonging to the target community.

The proposed intervention is focused on **Automotive Welding Simulation Trainee (Using AR)**, with emphasis on industry-oriented technical skills and employability.

The initial programme is envisaged for approximately **120 eligible candidates**, subject to applicable approvals, eligibility and availability of beneficiaries.

The indicative training duration is **360 hours**, or such duration as may be prescribed/approved under the programme.

The number of candidates, batches, training duration and programme requirements may be revised by CITD based on the sanctioned project, directions of the competent authority and applicable PM VIKAS provisions.

4. OBJECTIVE OF THE EOI

The primary objective of this EOI is to identify an experienced and capable Implementation Partner to support CITD in:

1. Mobilisation of eligible candidates;
2. Counselling and enrolment support;
3. Training delivery/support;
4. Industry-oriented practical exposure;
5. OJT arrangements;
6. Industry linkage;
7. Placement assistance;
8. Post-placement tracking;
9. Candidate documentation and MIS support; and
10. Achievement of prescribed programme outcomes.

The selected partner shall supplement CITD's institutional capabilities without affecting CITD's overall administrative, supervisory and programme responsibilities.

5. IMPLEMENTATION MODEL

The programme shall be implemented through a collaborative institutional model.

CITD Hyderabad shall primarily provide:

- Training Venue;
- Training infrastructure;
- Workshops and laboratories;
- Welding and automation equipment;

- Institutional facilities;
- Technical and administrative supervision;
- Programme monitoring;
- Quality control;
- Coordination with relevant authorities;
- Verification of programme deliverables; and
- Overall programme oversight.

The Implementation Partner shall primarily provide:

- Candidate mobilisation;
- Counselling and enrolment support;
- Training delivery/support;
- Qualified trainers/personnel, as required;
- Industry interaction;
- OJT arrangements;
- Industry linkage;
- Placement support;
- Post-placement tracking; and
- MIS/documentation support.

The detailed responsibilities shall be specified in the subsequent Agreement/Work Order.

6. SCOPE OF WORK OF IMPLEMENTATION PARTNER

6.1 Candidate Mobilisation

The Implementation Partner shall:

- Identify and mobilise eligible candidates;
- Conduct awareness and outreach programmes;
- Conduct counselling sessions;
- Explain the training programme and career opportunities;
- Assist candidates in registration/enrolment;
- Assist in collection of prescribed documents;
- Coordinate candidate verification with CITD;
- Maintain mobilisation records; and
- Ensure that only eligible and genuine candidates are proposed.

The Partner shall not submit duplicate, fictitious or ineligible candidates.

6.2 Candidate Counselling and Screening

The Partner shall:

- Conduct pre-training counselling;
- Assess candidate interest and suitability;
- Explain course requirements;
- Explain employment and career opportunities;
- Facilitate candidate selection in consultation with CITD;
- Support documentation and verification.

Final eligibility and admission shall remain subject to applicable PM VIKAS requirements and CITD verification.

7. TRAINING DELIVERY AND SUPPORT

The Implementation Partner shall:

- Deploy suitably qualified and experienced trainers/personnel;
- Conduct training in accordance with the approved curriculum;
- Ensure effective theoretical and practical training;
- Maintain trainer deployment and attendance records;
- Coordinate with CITD technical personnel;
- Follow the prescribed training schedule;
- Ensure proper utilisation of training infrastructure and equipment;
- Maintain training-related documentation;
- Support assessment and certification processes; and
- Comply with applicable PM VIKAS requirements.

The training shall be conducted using CITD infrastructure/equipment or such other facilities as may be specifically approved by CITD.

8. AUTOMOTIVE WELDING SIMULATION TRAINEE (USING AR) [Optional]

The Implementation Partner shall demonstrate adequate technical capability in areas relevant to the proposed programme, including, wherever applicable:

- Automotive welding processes;
- Augmented Reality (AR)-based welding simulation;
- Virtual welding equipment operation;
- MIG/MAG welding simulation;
- TIG welding simulation;
- Welding parameter setting and optimization;
- Welding joint preparation and positioning;
- Weld quality assessment and defect identification;
- Welding safety practices and PPE compliance;
- Automotive fabrication and assembly practices;
- Industrial training methodologies using simulation technology; and
- Industry-oriented automotive manufacturing practices.

The training methodology should provide adequate emphasis on **hands-on practical learning and employability**.

9. TRAINERS

The Partner shall deploy trainers having appropriate qualifications, experience and technical competence.

The Partner shall submit:

- Trainer profiles/CVs;
- Educational qualifications;
- Technical certifications;
- Relevant industry experience;
- Training experience; and
- Proposed role in the programme.
- ToT certificate in the specific job role

CITD reserves the right to verify and approve the suitability of trainers proposed by the Partner.

10. INDUSTRY EXPOSURE

The Partner shall facilitate appropriate industry exposure through:

- Industry visits;
- Industry interaction;
- Guest lectures;
- Demonstrations;
- Industrial experts;
- Exposure to actual manufacturing practices; and
- Interaction with potential employers.

The activities shall be relevant to Welding/Automotive/Automation and associated manufacturing sectors.

11. ON-THE-JOB TRAINING (OJT)

The Implementation Partner shall establish suitable industry linkages and arrange OJT opportunities for eligible trainees.

The Partner shall:

- Identify suitable industries;
- Establish industry contacts;

- Obtain industry consent;
- Arrange OJT opportunities;
- Coordinate trainee deployment;
- Ensure relevance of OJT to the training programme;
- Maintain OJT attendance;
- Obtain OJT completion confirmation; and
- Submit OJT documentation to CITD.

The Partner shall provide details of proposed industries and their OJT capacity.

12. INDUSTRY LINKAGE

The Partner shall establish and maintain relationships with suitable industries in sectors including, but not limited to:

- Engineering;
- Fabrication;
- Automotive;
- Defence production;
- Heavy engineering;
- Manufacturing;
- Welding and fabrication;
- Industrial automation;
- Infrastructure;
- General engineering; and
- Other relevant sectors.

Existing industry relationships shall be supported by appropriate documentary evidence wherever available.

13. PLACEMENT SUPPORT

Placement shall be a key deliverable of the Implementation Partner.

The Partner shall:

- Develop an employer network;
- Identify employment opportunities;
- Identify relevant vacancies;
- Conduct placement drives;
- Coordinate employer interviews;
- Facilitate candidate selection;
- Assist candidates in joining employment;
- Maintain placement records;

- Obtain employer/candidate confirmation; and
- Undertake post-placement follow-up.

The Partner shall make all reasonable efforts to achieve the placement outcomes prescribed under PM VIKAS.

14. PLACEMENT VERIFICATION

Placement claims shall be supported by appropriate documentary evidence.

Depending upon the applicable requirements, evidence may include:

- Offer/appointment letter;
- Joining report;
- Employer confirmation;
- Employment details;
- Apprenticeship documentation;
- Employer contact details;
- Salary/wage information, where required; and
- Other documents prescribed by CITD/PM VIKAS.

CITD shall have the right to independently verify placement claims.

15. POST-PLACEMENT TRACKING

The Partner shall undertake post-placement tracking for the period prescribed under the programme.

The Partner shall provide information relating to:

- Joining;
- Employment status;
- Employer;
- Continuation of employment;
- Retention;
- Candidate feedback; and
- Other information required by CITD/PM VIKAS.

16. MIS AND DOCUMENTATION

The Partner shall maintain accurate and verifiable records relating to:

- Mobilisation;
- Candidate registration;
- Eligibility;

- Counselling;
- Attendance;
- Training;
- Trainers;
- Assessment;
- Certification;
- OJT;
- Placement; and
- Post-placement tracking.

All records shall be submitted to CITD in the prescribed format and within the prescribed timelines.

17. RESPONSIBILITIES OF CITD

CITD shall, subject to the approved programme and applicable rules:

1. Provide training infrastructure;
2. Provide workshops and laboratories;
3. Provide welding simulation equipment;
4. Provide institutional facilities;
5. Provide programme supervision;
6. Monitor training quality;
7. Monitor attendance and training records;
8. Coordinate assessment/certification as applicable;
9. Verify OJT and placement documentation;
10. Monitor compliance with programme requirements; and
11. Coordinate with concerned Government/PM VIKAS authorities.

CITD shall retain overall supervisory and administrative control over the programme.

18. FINANCIAL ARRANGEMENT

The financial terms shall **not form part of this EOI**.

The financial arrangement, if any, shall be determined separately by CITD through the applicable procurement/selection process and shall be:

- Subject to the sanctioned PM VIKAS project;
- Subject to applicable Government financial rules;
- Subject to admissibility under applicable PM VIKAS norms;
- Linked to the approved scope of work;
- Linked to achievement and verification of deliverables; and
- Subject to approval of the competent authority.

No financial commitment shall arise merely from submission of EOI or shortlisting.

19. PERFORMANCE-LINKED PAYMENT

Where financial engagement is subsequently approved, CITD may adopt a **candidate-based and milestone-linked payment mechanism** for the services rendered by the selected Implementation Partner.

The payment milestones may include:

1. Verified candidate mobilisation/enrolment;
2. Successful training completion;
3. Assessment/certification;
4. OJT initiation/completion, as specified in the Work Order;
5. Verified placement/joining; and
6. Post-placement activities and verification.

The final payment structure, applicable amount per candidate and milestone conditions shall be specified in the Work Order/Agreement issued by CITD.

Payment to the Implementation Partner shall be made **only after CITD receives the corresponding funds/reimbursement/release from the Ministry of Minority Affairs under the PM VIKAS programme**, and subject to:

- Achievement of the applicable milestone;
- Verification and acceptance of the deliverables by CITD;
- Submission of prescribed supporting documents;
- Compliance with applicable PM VIKAS guidelines and Government of India rules; and
- Availability of funds with CITD.

No payment shall be claimed by or become due to the Implementation Partner solely on completion of a milestone unless and until the corresponding funds have been received by CITD from the Ministry of Minority Affairs.

In the event of delay in release of funds by the Ministry of Minority Affairs, payment to the Implementation Partner shall be released by CITD after receipt of the corresponding funds, subject to verification and admissibility. **CITD shall not be liable for any interest, compensation or additional payment on account of delay in receipt of funds from the Ministry of Minority Affairs.**

Payment shall be restricted to the amount actually admissible and released under the approved PM VIKAS programme and shall not exceed the approved financial liability of CITD under the Work Order/Agreement.

20. ELIGIBILITY CRITERIA

The applicant should meet the following minimum requirements:

20.1 Legal Status

The applicant should be a legally registered entity such as:

- Company;
- LLP;
- Partnership/Firm;
- Society;
- Trust;
- Section 8 Company; or
- Other legally recognised organisation.

20.2 Relevant Experience

The applicant should preferably have a minimum of **three years' relevant experience** in one or more of:

- Skill development;
- Technical training;
- Industrial training;
- Welding/fabrication;
- Automotive/Automation sector;
- Manufacturing;
- Apprenticeship;
- OJT;
- Candidate mobilisation; or
- Placement services.

20.3 Relevant Government/Institutional Experience

Preference may be given to organisations having experience in:

- Central/State Government skill-development programmes;
- Government-sponsored training programmes;
- PM VIKAS or similar programmes;
- NSQF-aligned training;
- Apprenticeship/OJT programmes; and
- Industry-linked technical training.

21. PLACEMENT EXPERIENCE

Applicants shall submit details of previous placement performance.

The information should include:

Sl. No.	Program me	Client/De partment	Candidates Trained	Candidates Placed	Placement %	Major Employers
1						
2						
3						

CITD reserves the right to verify the information submitted.

22. INDUSTRY/OJT NETWORK

Applicants shall submit details of existing industry relationships relevant to the programme.

Sl. No.	Industry/E mployer	Location	Sector	OJT Potential	Placement Potential	Supporting Document
1						
2						
3						

Letters/MoUs/other documentary evidence may be submitted wherever available.

23. MOBILISATION PLAN

Applicants shall submit a detailed mobilisation strategy for the proposed initial candidate intake.

The plan shall include:

- Target locations;
- Mobilisation channels;
- Community outreach;
- Counselling strategy;
- Mobilisation manpower;
- Candidate screening;
- Documentation process;
- Proposed timeline; and
- Candidate mobilisation methodology.

24. PLACEMENT PLAN

Applicants shall submit a detailed placement strategy covering:

- Employer identification;
- Existing employer network;
- Vacancy mapping;
- Placement drives;

- Interview arrangements;
- Candidate preparation;
- Joining support;
- Post-placement tracking; and
- Retention strategy.

25. DOCUMENTS TO BE SUBMITTED

Applicants shall submit:

1. Certificate of Incorporation/Registration;
2. Constitution documents;
3. PAN;
4. GST Registration, wherever applicable;
5. Audited financial statements;
6. Income Tax Returns, wherever applicable;
7. Relevant experience certificates/work orders;
8. Details of previous training programmes;
9. Placement performance details;
10. Industry/OJT tie-up details;
11. Trainer/personnel details;
12. Mobilisation plan;
13. Training methodology;
14. OJT plan;
15. Placement plan;
16. Non-blacklisting/debarment declaration;
17. Authorisation of signatory;
18. Organisation profile; and
19. Any other document requested by CITD.

26. EVALUATION CRITERIA

The submitted EOIs shall be evaluated based on technical and organisational capability.

Sl. No.	Parameter	Maximum Marks
1	Candidate Mobilisation Capability	20
2	Training Capability –Welding Simulator (Using AR)	20
3	OJT & Industry Linkage	20
4	Placement Capability & Track Record	25
5	Relevant Organisational Experience	10
6	Financial & Organisational Capacity	5
	Total	100

The detailed scoring methodology may be specified by CITD during the evaluation process.

27. MINIMUM TECHNICAL QUALIFICATION

Applicants obtaining a minimum technical score of **60 out of 100** may be considered technically qualified, subject to fulfilment of all mandatory eligibility conditions.

CITD may prescribe additional qualifying requirements in the subsequent procurement document.

28. PRESENTATION AND INTERACTION

Shortlisted applicants may be invited to make a presentation before a committee constituted by CITD.

The presentation may cover:

1. Organisational capability;
2. Candidate mobilisation strategy;
3. Training methodology;
4. Trainer deployment;
5. Welding Simulator expertise;
6. OJT strategy;
7. Industry network;
8. Placement strategy;
9. Employer network;
10. Post-placement tracking; and
11. Proposed implementation methodology.

29. PERFORMANCE MONITORING

The selected Implementation Partner shall be subject to periodic performance monitoring by CITD.

Performance indicators may include:

- Candidate mobilisation;
- Candidate eligibility;
- Attendance;
- Training completion;
- Assessment performance;
- OJT completion;
- Placement;
- Employment retention;
- Quality of training;
- Timeliness of reporting; and

- Compliance with programme requirements.

Failure to meet agreed performance standards may result in corrective action, withholding of applicable milestone payments, reduction of scope or termination, as provided in the Agreement.

30. AUDIT AND INSPECTION

The Implementation Partner shall maintain complete and accurate records relating to the programme.

Such records shall be made available for inspection, verification and audit by:

- CITD;
- Ministry of MSME;
- Ministry of Minority Affairs;
- Government authorities;
- Internal/External Auditors;
- CAG or other competent authorities; and
- Any other authorised agency.

The Partner shall provide full cooperation during audits and inspections.

31. NO UNAUTHORISED COLLECTION FROM BENEFICIARIES

The Implementation Partner shall not collect any unauthorised fee, charge, commission or consideration from beneficiaries in connection with the PM VIKAS programme.

Any such act shall constitute a material breach of the Agreement.

32. NO SUB-CONTRACTING

The selected Implementation Partner shall not assign, transfer or subcontract the whole or substantial part of its responsibilities without prior written approval of CITD and, wherever required, approval of the competent authority.

The Partner shall remain responsible for the acts and omissions of its personnel and approved agencies.

33. DATA CONFIDENTIALITY

The Partner shall maintain confidentiality of all beneficiary, programme and institutional information.

Such information shall be used only for authorised programme purposes.

The Partner shall comply with applicable Government requirements concerning data protection, security and confidentiality.

34. BRANDING AND PUBLICITY

The Partner shall not use the name, logo, photographs, branding or official communication of CITD, Ministry of MSME, Ministry of Minority Affairs or PM VIKAS for publicity or commercial purposes without prior written approval. The Party shall not release any advertisement related to this programme without obtaining prior written approval from CITD.

35. SAFETY AND DISCIPLINE

The Partner shall ensure that its personnel and trainees follow:

- Workshop safety requirements;
- Welding safety practices;
- PPE requirements;
- Fire and emergency procedures;
- CITD institutional rules; and
- Applicable statutory safety requirements.

The Partner shall be responsible for ensuring appropriate discipline among its deployed personnel.

36. COMPLIANCE WITH GOVERNMENT REQUIREMENTS

The selected Partner shall comply with:

- Applicable PM VIKAS guidelines;
- Directions issued by competent Government authorities;
- Applicable Government of India rules;
- CITD policies and procedures;
- Labour and statutory requirements;
- Safety requirements; and
- Other applicable laws and regulations.

In the event of any conflict, the applicable Government/PM VIKAS provisions shall prevail to the extent applicable.

37. PERFORMANCE SECURITY

CITD may require the selected Implementation Partner to furnish Performance Security/Bank Guarantee or other security, as may be prescribed in the subsequent procurement document/Agreement. Exempted for MSE registered vendors.

38. TENURE OF ENGAGEMENT

The engagement shall initially be for the duration of the approved programme/batch, subject to satisfactory performance and applicable approvals.

Continuation or extension shall be at the discretion of CITD and subject to applicable rules and approvals.

39. TERMINATION

The Agreement may provide for termination in cases including:

- Persistent poor performance;
- Failure to achieve agreed deliverables;
- Submission of false information;
- Fictitious/duplicate beneficiary enrolment;
- Manipulation of attendance or programme records;
- Unauthorised collection of money from beneficiaries;
- Unauthorised subcontracting;
- Financial irregularity;
- Violation of PM VIKAS requirements;
- Blacklisting/debarment;
- Misconduct; or
- Other material breach of the Agreement.
- CITD reserves the right to terminate this Agreement with immediate effect, at any time, without assigning any reason or incurring any liability.

40. DISCLAIMER

1. This EOI is an invitation for submission of Expression of Interest and does not constitute an offer or contract.
2. Submission of an EOI does not create any right or claim for selection.
3. CITD shall not be responsible for any expenditure incurred by applicants in preparing or submitting their EOI.
4. CITD reserves the right to accept or reject any or all EOIs.
5. CITD reserves the right to modify, amend, postpone or cancel the EOI process.
6. CITD reserves the right to seek additional information or clarification from applicants.
7. Selection under this EOI shall not constitute an assurance of award of work.
8. Any subsequent financial engagement shall be subject to applicable procurement procedures, sanctioned project provisions and approval of the competent authority.
9. No payment shall become due merely by virtue of selection or empanelment.
10. CITD's decision in accordance with applicable rules shall be final and binding for the purpose of the EOI process.

41. SUBMISSION OF EOI

Interested eligible organisations shall submit their EOI along with all supporting documents in the prescribed format.

Last Date: One week from the date of publication of this EOI.
Mode of Submission: Soft copy
Email: info@citdindia.org / sanath@citdindia.org

ANNEXURE-I

ORGANISATION PROFILE

Particular	Details
Name of Organisation	
Legal Status	
Year of Establishment	
Registered Address	
Contact Person	
Telephone	
Email	
Website	
PAN	
GST No.	
Authorised Signatory	

ANNEXURE-II

RELEVANT EXPERIENCE

Sl. No.	Programme/Project	Client/Department	Period	Candidates Trained	Candidates Placed	Placement %
1						
2						
3						

ANNEXURE–III

CANDIDATE MOBILISATION PLAN

Applicants shall provide:

1. Target geographical areas;
2. Mobilisation methodology;
3. Community outreach mechanism;
4. Counselling strategy;
5. Mobilisation team;
6. Candidate screening mechanism;
7. Documentation process;
8. Mobilisation timeline; and
9. Strategy for achieving the proposed candidate intake.

ANNEXURE–IV

TRAINING METHODOLOGY

Applicants shall provide:

1. Training methodology;
2. Practical training approach;
3. Welding automation expertise;
4. Trainer deployment plan;
5. Training quality-control mechanism;
6. Industry exposure plan;
7. Assessment preparation; and
8. Proposed training-support structure.

ANNEXURE–V

OJT AND INDUSTRY LINKAGE PLAN

Applicants shall provide:

1. Existing industry network;
2. Proposed OJT industries;
3. OJT capacity;
4. Industry sectors;
5. Proposed OJT methodology;
6. Employer engagement plan;
7. OJT monitoring mechanism; and
8. Supporting documentary evidence.

ANNEXURE–VI

PLACEMENT PLAN

Applicants shall provide:

1. Existing employer network;
2. Relevant employment sectors;
3. Expected employment opportunities;
4. Placement drive methodology;
5. Candidate preparation;
6. Employer engagement strategy;
7. Joining support;
8. Post-placement tracking; and
9. Retention strategy.

ANNEXURE–VII

DECLARATION

We hereby declare that:

1. The information submitted in this EOI is true and correct to the best of our knowledge.
2. Our organisation is legally competent to undertake the proposed activities.
3. Our organisation has the necessary experience and capability for the proposed programme.
4. The information relating to previous projects, training and placement is verifiable.
5. Our organisation has not been blacklisted/debarred by any Central/State Government Department, Government agency or PSU, except as specifically disclosed.
6. We shall comply with applicable PM VIKAS guidelines and instructions issued by CITD/competent authorities.
7. We understand that submission of EOI does not guarantee selection or award of work.
8. We agree that CITD may verify the information and documents submitted by us.
9. We agree to provide genuine and verifiable candidate, training, OJT and placement records.
10. We undertake to comply with the terms and conditions that may be prescribed in the subsequent Agreement/Work Order.

Place: _____

Date: _____

Name of Authorised Signatory: _____

Designation: _____

Signature: _____

Seal of Organisation: _____