
	<p align="center"><b>Department of Science &amp; Technology, Ministry of Science &amp; Technology Govt. of India.</b></p> <p align="center"><b>Technology Bhawan, New Mehrauli Road, New Delhi- 110016</b></p> <p align="center"><b>Telephone : +91-011-26590373</b></p> <p align="center"><b>Email <a href="mailto:rgaur@nic.in">rgaur@nic.in</a></b></p>	 <p><b>NSTEDB</b> Dept. Of Science and Technology, Government Of India</p>						
<p align="center"><i>Request for Expression of Interest (EOI) for Appointment of programme Implementation Agency for online management of implementation of programme Capacity Building through Innovation and Entrepreneurship Training Programmes (CBI&amp;ETP) related activities of Innovation and Entrepreneurship Division (NEB Division) of this Department.</i></p>								
<p>Request for <b>Expression of Interest (EOI)</b> are invited from eligible Organisation having proven track record of training and capacity building in the areas of S&amp;T based innovation and entrepreneurship for appointment as <b>Programme Implementation Agency</b> for web application development, maintenance and secretarial assistance providing agency/organization for online management of Innovation and Entrepreneurship (I&amp;E) training programmes and related activities. The document with all information relating to the process, including eligibility criteria, scope of work function/services required, terms and conditions, contract duration, expected outcome from PIA etc. may be downloaded from the website of DST: <a href="https://dst.gov.in">https://dst.gov.in</a> &amp; <a href="https://onlinedst.gov.in">https://onlinedst.gov.in</a></p>								
<table border="1"> <thead> <tr> <th>Particulars</th> <th>Schedule Date &amp; Time</th> </tr> </thead> <tbody> <tr> <td>Date of uploading of the EOI on website</td> <td>01.09.2021 1000 Hrs</td> </tr> <tr> <td>Last Date and Time for Submission of EOI</td> <td>30.09.2021 2400 Hrs</td> </tr> </tbody> </table>			Particulars	Schedule Date & Time	Date of uploading of the EOI on website	01.09.2021 1000 Hrs	Last Date and Time for Submission of EOI	30.09.2021 2400 Hrs
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<p>The <b>Expression of Interest (EOI)</b> may please be sent through email only by the organization/agency on their letter head (in word and PDF format ) to the Er. Ravinder Gaur, Scientist-E, NEB Division, Department of Science &amp; Technology, Govt. of India, Technology Bhawan, New Mehrauli Road, New Delhi 110016. Email id: <a href="mailto:rgaur@nic.in">rgaur@nic.in</a>, DST reserves the right to cancel any or the entire selection process without assigning any reason thereof.</p> <p align="right"><i>Er.Ravinder Gaur, Scientist-E, NEB Division, DST 011-26590373</i></p>								

**National Science & Technology Entrepreneurship Development Board  
(NSTEDB)  
Department of Science & Technology  
(DST)**

**SELECTION  
OF**

**Programme Implementation Agency to organize I&E training programme**

**through**

**Training Programme Organizing Institution/Organization (TPOI)**

**Request for Expression of Interest (EOI)**

**September, 2021**

## INVITATION OF EXPRESSION OF INTEREST (EOI)

## INTRODUCTION

### (A) Background

Department of Science and Technology (DST) contribution in fostering and nurturing the fledgling innovation and entrepreneurship ecosystem steered through its strong network of incubators through National Science & Technology Entrepreneurship Development Board (NSTEDB) is unmatched in terms of efforts and impact. NSTEDB efforts through Innovation and entrepreneurship has played a key role in gaining advantageous position in the competitive technological game for achieving economic growth. The concentrated and high intensity efforts of NSTEDB, DST through its National Initiative for Developing and Harnessing the Innovation (NIDHI) umbrella programme such as Innovation and Entrepreneurship (I&E) training programmes nurtured and supported institution of higher learning during the last five years kindled the spark in innovation driven entrepreneurship & added multiplier effects across the nation bringing global recognition to the entrepreneurs and enterprises.

Entrepreneurs need information, orientation and facilities for nurturing and harnessing their intellectual prowess. Which needs to be sharpen for the development of new enterprises. In the spirit of fulfilling the objectives and unmet needs in this regard, Department of Science and Technology, Ministry of Science and Technology through its NIDHI (National Initiative for Developing and Harnessing the Innovation) umbrella programme of Capacity Building in Innovation and Entrepreneurship Training Programmes (CBI&ETP) have been organizing various training programmes by involving institution of higher learning as per the details mentioned below :

#### **1) Women Entrepreneurship Development Programme (WEDP):**

**Duration- 4 Weeks.**

**Objective:** To motivate and encourage potential women entrepreneurs having S & T background for new enterprise creation.

#### **2) Technology based Entrepreneurship Development Programme (TEDP):**

**Duration- 6 Weeks.**

**Objective:** Training programme for potential entrepreneurs having S&T background to promote technology led/ R & D based enterprises.

#### **3) Faculty Development Programme (FDP):**

**Duration- 2 Weeks.**

**Objective:** To train and enhance the supply of competent faculty / resource persons for teaching and training entrepreneurship.

***GIST of Past I&E training programme activities :*** During the 2017-18 to 2020-21 7771 Innovation & Entrepreneurship training programmes were organized & 5,04,640 beneficiaries were sensitized/trained under the programme. Department is planning to support and organize

around 400-500 training programmes in virtual mode during this financial year 2021-22. Department may organize Innovation & Entrepreneurship training programmes in hybrid mode from F.Y. 2022-23.

In order to further strengthen the system and enhance the reach of the programme in different parts of the country, DST-NSTEDB intends to appoint a Programme Implementation Agency /Organization (PIA) for the scope of work as mentioned below for implementation of the DST-nstedb programme on Capacity Building in Innovation and Entrepreneurship Training Programmes (CBI&ETP) and related activities through a selection process deemed fit will be devised by the DST-NSTEDB.

The objective of this Assignment/Work (the “Objective”) is to seek services of Programme Implementation Agency /Organization (Hereafter called agency) for web application management, maintenance and updation which involve inclusion/removal/modification of information with regards to evaluation of proposals for I&E training programme, maintaining record of training programmes, approval process, release of the grant and maintaining of accounts and along with other allied activities as per the Rules and regulation of Govt. of India GFR-2017 during the contract period as specified by DST-NSTEDB.

**(B) Scope of services needs to be rendered by the programme implementing Organization/Agency (PIA) :**

The PIA will implement the activities in consultation with DST

- (a) Inviting the proposal through online mode,
- (b) Preparation of the list & brief of the proposals.
- (c) Online dynamic checks on the proposals based on the eligibility criteria
- (d) Modified list of the proposal, preparation and supply to DST-NSTEDB.
- (e) Organization of the DST constituted expert committee meeting (virtual/Physical)

**(An Expert Committee may be constituted by the DST-NSTEDB, meeting to be organized by DST-NSTEDB)**

- (f) Screening of the proposal by the DST constituted Expert Committee.

**(to be Carried out by DST-NSTEDB)**

- (g) Selected list of the proposal provided by the DST-NSTEDB around 400 training programmes to be supported in each financial year,
- (h) Declaration of result and uploading on portal
- (i) Release of the funds by the DST to Agency/Organization in lum sum and further Agency/Organization arrange for disbursement of funds to the Training Programme Organizing Institutes (TPOI)
- (j) Collection of the Statement of Expenditure and Utilization Certificate from TPOI and Maintain the details as per the GFR 2017.

- (k) Agency/Organization will provide the UC to DST-nstedb in the month of April/May for the grant released by DST in previous financial year.
- (l) Collection of data / final report of training programmes by Agency/Organization through portal from Training Programme Organizing Institutes on Standard format
- (m) Preparation of report every year (some of the parameter may be ( No of Participants, Participants profiles Area of the participants, follow up on the progress of the participants whether they started their own company /startups (what are the products etc.)
- (n) Monitoring of the activities of training programme by the DST-NSTEDB expert committee. DST may also nominate observer in the training programmes.
- (o) Submission of the report generated through portal based on the input entered by the TPOI on the portal with Statement of expenditure (SOE) & Utilization Certificate (UC) to DST for seeking the release of next year.
- (p) Launch of new calls online as per the needs of the DST-NSTEDB

**(C) Eligibility Criterion :**

Organization having experience in implementation of training programmes across all India basis with the financial support from Central Govt. in- the areas of S&T based Innovation & Entrepreneurship.

National Organization include the organization of the Central/ State Govt. /Non profit making organizations/ leading engineering colleges & management institutes/ leading universities. They should have competent team & prior experience of at least 10 years in organizing S&T based Innovation & Entrepreneurship Training supported by Government.

Having experience of managing at least two or three government sponsored projects more than Rs. 25 Lakhs for imparting entrepreneurship training with strong networking with technical and entrepreneurship training institutions of repute.

**(D) Terms of Reference :**

**Objectives :**

To facilitate organization of the Innovation and Entrepreneurship training Programme all over the country through Central/ State Govt. /Non profit making organizations/ leading engineering colleges & management Institute/ leading Universities.

**Outline of the task to be Carried out :**

PIA is required to act as a coordinating unit between DST, NSTEDB and Training programme Organization Institute for the implementation of Innovation and Entrepreneurship training programme.

**Schedule of Completion of Task :**

Five years subject to renewal every year based on the performance of PIA & coterminous with the SFC of the programme.

The duration of the contract may further extended year wise depending upon the performance of services of the agency/organization, DST-NSTEDB is having the right to terminate the contract if organization services are not found satisfactorily at any time.

**Other Relevant information :**

The Department will provide the overall guidance to implement the training programmes which include training programme guidelines, financial support, monitoring and mentoring of the programme.

**Final Outcome expected from the PIA :**

- (a) Efficiently implementation of the I&E training programmes
- (b) Coordination & Facilitation with training programme organising institute (TPOI)
- (c) Standardization of all modules of training programmes
- (d) Disbursal of financial support
- (e) Getting progress report, UCs, SEs , Implementation of the EAT module by TPIO & PIA
- (f) Mentoring, Monitoring and providing support for timely and effectively completion of all programmes
- (g) Organization of project performance/progress review Meetings
- (h) Capturing the data of the trainings, preparation of the reports based on the needs arising time to time for parliament matters, annual reports, monthly & quarterly reports etc.
- (i) Providing input for the RTI, PG and Parliament questions etc.

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