



**GOVERNMENT OF WEST BENGAL**  
**OFFICE OF THE PROJECT OFFICER cum DISTRICT WELFARE OFFICER ALIPURDUAR**  
Integrated Administrative Building "Dooarskanya", Alipurduar Court, PO- Alipurduar Court,  
Dist.- Alipurduar, Pin-736122  
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Phone No. : 03564-255308

Memo No. 3626/ IPO-DWO/BCWA

Date: 11/12/2018

**Expression of Interest**

**1. Name of the project:** Training on Bamboo Craft including cane and market link for 100 Toto artisans Under PVTG (Toto), CCD plan.

**2. Scope of work:-** Short term training programme for economic development of Toto's.


- a) **Place of Training :-** Toto para under Madarihat-Birpara Block.
- b) **Number of Participant:** 100 (hundred) approx.
- c) **Number of classes:** Classes may be held for 6(six) days in a week i.e. Monday to Saturday.
- d) **Duration of Training:** Approx two month .
- e) After training course is over, concerned agency will be responsible for sale of finished goods as well as for providing market linkage for the trained personnel. They will also negotiate with buyer groups and people on behalf of trainee. Exposure of trained persons at different trade fair, melas and other events to be given.
- f) The agency have to arrange venue of Training.

**3 Eligibility :-**

1. The qualification including experience of Master trainers to be mentioned.
2. The qualification including experience of Asst Master Trainers to be mentioned.
3. Details of equipments to be used during training.
4. Description of materials to be used during training.
5. The schedule of training and number of batch.
6. The details of trade to be imparted.
7. The details of the administrative charge, if claimed.
8. The description of finished products.
9. The details of equipments to be distributed among the trainee.
10. A light refreshment to the trainees will have to be arranged by the agency concerned.

**4. Required Documents:-**

- a) Willingness letter in official letter head including all term & conditions as mentioned above and other terms and conditions , if applicable.
  - b) Credentials, if any.
  - c) Registration certificate.
  - d) Bank A/c details.
5. Agency will be chosen on rate quoted, Course content, past experience, etc.
  - 6 Rate should be quoted for the whole training with breakup of cost and about details of each cost.
  7. Time and date of submission of documents – 28/12/2018 up to 4.00 pm to the office of the undersigned.
  8. The authority is at liberty to accept or to reject any E.O.I. without assigning any reason or to modify the terms and conditions.

  
Project Officer cum District Welfare Officer  
Backward Classes Welfare. Alipurduar