Proceedings of the Executive Director, Kudumbashree and Missions Director, State Urban Livelihoods Mission, Kerala
Present: S. Harikishore IAS

Sub: NULM- EST&P – Training in Accounts assistants using Tally in Kottarakkara Municipality
- Assigning of Skill Training provider- reg

No. 3711/P/2016/KSHO Date: 09.03.2017

Read: 1. Proceedings of the Executive Director Kudumbashree No. 1302/F/2015/KSHO dated: 25.02.2016. regarding empanelment of the STP
2. RFP Notification No. 6/3711 dated 22.02.2017

Order

State Urban Livelihoods Mission has issued a Request for Proposal (RFP) on 22.02.2017 for procurement of service from empanelled Skill Training Providers (STPs) for conducting Skill Training Courses as demanded by the prospective beneficiaries from specific cities. In response to this RFP, an empanelled Skill Training Provider (STP) M/s KITES Software Pvt. Ltd. has submitted a proposal to conduct Skills Training in Domestic Data Entry Operator in Kottarakkara Municipality. After examining the proposal in detail, sanction is hereby accorded to M/s KITES Software Pvt. Ltd. to conduct Skill Training Course as per the details given below.

<table>
<thead>
<tr>
<th>No</th>
<th>Name of Course</th>
<th>Course Code</th>
<th>Duration (in Hours)</th>
<th>Rate per hour (Base cost)</th>
<th>City</th>
<th>No of Candidates to be trained</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Accounts Assistant Using Tally</td>
<td>MES/ICT701</td>
<td>530</td>
<td>34.70</td>
<td>Kottarakkara</td>
<td>30</td>
</tr>
</tbody>
</table>

The training should be conducted as per the Training Operational procedure in the RFP document (version 1.2). STP should enter into a MoU with SULM in the format given in section 5 of the RFP document within 7 days from the date of receipt of this order. The proposal submitted by the agency and accepted by the SULM will be made as part of this MoU.

This order is conditional and the STP shall commence the training only after getting due approval for the proposed training centre to conduct the above mentioned course as per
NULM standards. The SULM officials will conduct an inspection of the training centre and will issue a training commencement order to the STP as per the process detailed in the Training Operational Procedure if the centres are found suitable for conducting the proposed training.

Sd/-
Executive Director, Kudumbashree & Mission Director, NULM

To
The CEO, M/s KITES software Pvt. Ltd

Copy to
1. Secretary, Kottarakkara Municipality
2. City Mission Manager (Skill and Livelihoods) CMMU Kollam
3. S/F

Approved for Issue

Programme Officer (Urban)