



# GOVERNMENT OF MEGHALAYA

## MEGHALAYA STATE SKILLS DEVELOPMENT SOCIETY



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No. MSSDS/700/ADB-RFQ/2025/305

Dated: 22<sup>nd</sup> October, 2025

### RESPONSE TO QUERIES

<b>Project Name</b>	:	Supporting Human Capital Development in Meghalaya (SHCDM-II)
<b>Package No and Name</b>	:	NC-PIU2-04.1A-Selection of Training Service Provider (TSP) for Imparting Skills Training in Meghalaya to 200 trainees in Khasi-Jaintia Hills Districts in Apparel Sector.
<b>Package No and Name</b>	:	NC-PIU2-04.1B- Selection of Training Service Provider (TSP) for Imparting Skills Training in Meghalaya to 400 trainees in Garo Hills Districts in Apparel Sector.
<b>Package No and Name</b>	:	NC-PIU2-04.2A-Selection of Training Service Provider (TSP) for Imparting Skills Training in Meghalaya to 380 trainees in Khasi-Jaintia Hills Districts in Tourism & Hospitality Sector.
<b>Package No and Name</b>	:	NC-PIU2-04.2B-Selection of Training Service Provider (TSP) for Imparting Skills Training in Meghalaya to 250 trainees in Garo Hills Districts in Tourism & Hospitality Sector.
<b>RFQ Issued Date</b>	:	13 <sup>th</sup> October, 2025
<b>Pre Bid Date</b>	:	17 <sup>th</sup> October, 2025

With reference to the Request for Quotations (RFQs) indicated above, the following are the response to the queries:

SN	Clause	Query	Response
1	RFQ Clause 5 (f)	What type of hard bound copy is required for submission, including cover material and binding style?	Any form of hard bound copy can be used
2	RFQ Clause 5 (g)	Are password-protected scanned soft copies required for the submission of both Technical and Financial Proposals?	Password protected scanned documents is required only for the Financial Proposal / Quotation
3	RFQ Clause 5 (g)	Are separate pen drives required for submitting the scanned copies of the Technical and Financial Proposals?	No, both Technical and Financial Proposal can be submitted in the same pendrive. Note that the Financial Quotation should be password protected
4	RFQ Clause 5 (i)	Can the Proposals be submitted via Courier or Post?	Yes, the proposal should reach the office on or before the set date and time
5	RFQ Clause 5	Can the documents be submitted in digital format?	Only supporting documents may be submitted in digital format. Two duly signed and sealed hard copies of the Form of Technical Proposal and the Form of Quotation shall be submitted in the prescribed format.

6	RFQ Clause 6(a)2	Which documents are acceptable as proof of training experience through self-funded / paid in- house programs?	<p><b>A. Sponsored Trainings</b> For sponsored trainings, Work Orders or Certificates issued by Government bodies or funding agencies, as specified in the RFQ, shall be submitted as supporting documents.</p> <p><b>B. Self-Funded / Paid In-House Programmes</b> For self-funded or paid in-house training programmes, <b>all</b> of the following documents must be submitted as valid proof of training conducted:</p> <p>1. A detailed list of all candidates trained in tabular format as follows:</p> <table><tr><td>Trainee Name</td><td>Type of ID</td><td>ID Card No.</td></tr><tr><td></td><td></td><td></td></tr></table> <p>2. Attendance registers duly signed by participants.</p> <p>3. Summary report to capture the</p> <p>(a) Training Name</p> <p>(b) Objectives</p> <p>(c) Duration, and</p> <p>(d) Outcomes achieved.</p>	Trainee Name	Type of ID	ID Card No.			
Trainee Name	Type of ID	ID Card No.							
7	RFQ Clause 6(a)5	What are the supporting documents required for Self Employment?	A Self-Declaration, in the prescribed format (attached), duly signed by the candidate, clearly indicating the training completed, job role/designation, nature of work, and monthly income, accompanied by photographic evidence of the enterprise or workplace.						

  
**(Shri. Jagdish Chelani, IAS)**  
 Executive Director

Meghalaya State Skill Development Society.

## **SELF DECLARATION CERTIFICATE**

I, \_\_\_\_\_,  
Son/Daughter/Wife/Husband of \_\_\_\_\_ a resident of \_\_\_\_\_  
\_\_\_\_\_ declare that I have successfully completed  
Training Course on \_\_\_\_\_ conducted by \_\_\_\_\_  
\_\_\_\_\_ held from the \_\_\_\_\_ to \_\_\_\_\_ under  
the Project “Supporting Human Capital Development in Meghalaya - Phase II  
(SHCDM-II)

After completion of the Training course, I am currently self-employed as <name  
of activity> at \_\_\_\_\_ since \_\_\_\_\_ and I am currently  
earning an income of \_\_\_\_\_ per month.

I hereby declare that the above information is true and correct to the best of my  
knowledge and belief. I understand that any false declaration may lead to legal  
consequences.

Date:

Place:

Signature: \_\_\_\_\_

\_\_\_\_\_  
*Photographs of Self-employment activity  
/ enterprise / etc attached for reference*

Name:

Contact Number:

Email ID: