

Annexure I

[This Annexure has to be considered as the Part and Parcel of the Main Agreement signed between **PRAGTI EDUCATION AND WELFARE SOCIETY** (First Party) and(Second Party) on, 2018.]

Term Sheet for Self Employed Tailor for PMKVY 2.0

Project Name: PMKVY 2016-2020

A. Course Details:

1. **Course Name/Title: Self Employed Tailor** Course Affiliated by: Apparel, Made-ups & Home Furnishing Sector Skill Council
2. QP Code: AMH/Q1947
3. level: Level 4
4. Course Duration (Hours/Days): 380 hours (Theory: 80 + Practical:260 + Entrepreneurships + Soft Skills 40) , 4 hours per day, 6 days in a week
(Additional Duration: Digital Literacy - Not to be counted in total hours - trainee will undergo this on his/her own via online - available in English and Regional Languages at indiaskilsonline.com)
5. Course Structure (Theory-Practical Divisions): Will be intimated by Academics Team
6. Students' eligibility criteria: Preferably Class Minimum Class VIII , minimum 18 years old, Aadhar Card mandatory. Batch size: 30 (maximum)
7. Certification: Apparel, Made-ups & Home Furnishing Sector Skill Council

B. Infrastructure requirements:

1. General requirements: (Common for all courses)

- a. Electricity, lights, fans
- b. Water purifier
- c. Toilet
- d. Lights-Fans
- e. Air-conditioner
- f. Power backup
- g. Broadband Internet connection (2 MBPS)
- h. Printer
- i. Scanner
- j. Web Cam
- k. Digital Camera – to take photographs of training, examination, interview preparation and other events

2. Theory Room with following facilities

- a. Size: Capacity: 20 candidates - For class of size 200 to 249 sq. ft.,25 candidates - For class of size 250 to 299 sq. ft.,30 candidates for above 300 sq. ft. Ft Measurement for Theory and 200 square feet for Lab. No Allow Hybrid arrangement Lab : Minimum 330 sq.ft for 30 candidates
- b. Capacity: 30 studs
- c. Student Chairs and Desks
- d. One Computer for theory classes with Sound system and DVD Rom
- e. Projector
- f. White Board and Marker
- g. Internet
- h. Printer

C. Faculty : Minimum one faculty per course per centre (one faculty can take maximum two batches per day).

Minimum Educational Qualification of the Trainer	TOTAL Experience (In Years) required for the Trainer	Out of Total Experience, Sector Specific Experience (in years)	Out of Total Experience, Teaching Experience (in years)	Remarks
10th pass with supervisory experience in relevant trade		6		Supervisory experience should be in relevant trade . The candidate should know pattern making, cutting , stitching, costing, basic embroidery and packaging of garments etc.Textiles experience will not be considered
Certificate in relevant trade of minimum 6 months duration		4		Minimum 10th pass with Certificate in relevant trade of minimum 6 months duration.The candidate should know pattern making, cutting , stitching, costing, basic embroidery and packaging of garments etc.Textiles qualification and experience will not be considered .
Diploma in relevant trade of minimum 1 year duration		2		Minimum 10th pass with Diploma in relevant trade of minimum 1 year duration.The candidate should know pattern making, cutting , stitching, costing, basic embroidery and packaging of garments etc.Textiles qualification and experience will not be considered .
ITI in the relevant trade		2		Minimum 10th pass with ITI in relevant trade. The candidate should know pattern making, cutting , stitching, costing, basic embroidery and packaging of garments etc.Textiles qualification and experience will not be considered .
Graduate in the relevant trade		2		Graduate in relevant trade.The candidate should know pattern making, cutting , stitching, costing basic embroidery and packaging of garments etc. Textiles qualification

				and experience will not be considered .
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Recruitment: Responsibility of respective centre/partner, but the final interview will be conducted by Quality Audit Team at **PRAGTI EDUCATION AND WELFARE SOCIETY** conducted Office.

Train the Trainer Programme: Training will be arranged respective Sector Skill Council as per the guidelines of the respective Sector Skill. Participation in the said programme is compulsory. The training cost to be borne by the partner/centre as prescribed by the SSC.

D. Study Material: As prescribed by respective SSC

E. Promotions:

- Flex/Banner/Hoarding/Standee – at the entrance of the centre
 - In-house Poster at reception and class rooms
 - Regular updates in Facebook with photos and videos of various events/activities
 - Certificate of NSDC Partnership and Affiliation Certificate from Sector Skill Councils to be displayed at Notice Board
- (All promotional artworks to be provided by **PRAGTI EDUCATION AND WELFARE SOCIETY** as per the guidelines of NSDC/PMKVY)

F. Documents to be maintained:

1. List of Trainees enrolled in SDMS Format (at the time of registration for PMKVY scheme)
2. PMKVY Enrollment Form*
3. Details of Trainers
4. Attendance report (to be uploaded on website everyday)
5. Students' leave register*
6. Study material distribution register*
7. Academic reports*
8. Students' feedback form*
9. Drop out register
10. Internship register*
11. Examination – attendance register and marks register*
12. Certification issue register*
13. Placement register*
14. Outreach programme details
15. Photos and videos of theory and practical classes to be sent to Head Office (atleast one per batch per week)
16. Photos and videos of various activities/events
17. Proper entry in web-system as guided by **PRAGTI EDUCATION AND WELFARE SOCIETY** specially in following areas
 - a. Students' Information System (SIS)
 - b. Attendance
 - c. Marks
 - d. Study material distribution record
 - e. Drop out

G. Staff pattern for Training Centre (Aadhaar Card Mandatory)

Sl. No	Post Name
1.	Receptionist/ Front Office Coordinator
2.	Placement Coordinator
3.	Counselor
4.	Administration Officer
5.	MIS Coordinator(management information system)
6.	Mobiliser
7.	SPOC(Single Person of Contact)Cont.
8.	Faculty
9.	IT Coordinator

Equipment Name	Minimum number of Equipment required (per batch of 30 trainees)	Minimum number of Equipment required (per batch of 25 trainees)	Minimum number of Equipment required (per batch of 20 trainees)	Unit Type	Is this a mandatory Equipment to be available at the Training Center (Yes/No)	Dimension/Specification/ of the Equipment/ AN REMARK
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10. Nodal Officer

Equipment Details

Domestic Sewing Machines	15	13	10		Yes	eg: hand driven sewing with wooden tables, ped sewing machines sets, sewing machines sets or upgraded sewing m
Bobbin	25	21	17		Yes	qnt may vary
Bobbin Case	20	17	14		Yes	qnt may vary
Fabric, good quality muslin mandatorry, other types optional for stitching and embroidery,qnt may vary)	175	146	117	mtrs	Yes	Bulk fabric,good qualit mandatorry, other type for stitching and embro may vary)

Fabric/Trims And Accessories/seams types Swatch File	1	1	1		Yes	
First Aid Box	1	1	1		Yes	
Cutting Table/Pattern Table	1	1	1		Yes	
Small screw driver with screws	5	5	4		Yes	2 screw drivers and 3 se
Overlock Machine	1	1	1		No	as per requirem
Sewing Kit Includes thread clipper/ thumb trimmer ,seam ripper , tracing wheel etc	30	25	20		Yes	Sewing Kit Includes three thumb trimmer ,seam tracing wheel e
Garments , Made Ups And Home Furnishing Articles, each	3	3	2		Yes	
Iron And Iron Table	1	1	1		Yes	

Types Of Scales:normal straight big ruler,hip curve,leg shaper,pattern master, frenchcurve	2	2	2	set	Yes	2 scales each ty
Tailors Chalk	1	1	1	box	Yes	
Basic Stationary	30	25	20	sets	Yes	notebook, pen, pencil sharpner,scale 12"pr
Calculator	10	8	7		Yes	

Documents set likeSpec Sheet, size chart	30	25	20	sets	Yes	
Mannequin(preferably woman Size M)	1	1	1		Yes	
Dexterity Test Kit	1	1	1		Yes	
Other books and Documents samples	1	1	1	set	Yes	
Students Book/Manual	30	25	20		Yes	
Dustbin	1	1	1		Yes	
Baskets/Boxes For Storing	15	13	10		Yes	
Hanger	1	1	1		Yes	
Cleaning Cloth	15	13	10		Yes	

Sewing Threads (Surplus thread is used for stitching .The quantity , thread packaging, variety may vary as per requirement),	20	17	14	spools/cones	Yes	(Surplus thread is used f .The quantity , thread p variety may vary a requirement),
Hand Needle, various sizes for embroidery and hemming	1	1	1	pack	Yes	Hand Needle, various embroidery als
Machine Needle, various sizes	7	6	5	pack	Yes	sizes and qnt may
Pins & Safety Pins	1	1	1	Box	Yes	sizes and qnt may
Dress Maker'S Pin	1	1	1	Box	Yes	sizes and qnt may
Pin Cushion	1	1	1	set	Yes	
Students Stools For Sewing	15	13	10		Yes	depending on type of
Teachers Table	1	1	1		Yes	for lab

Teacher'S Chair	1	1	1		Yes	for lab
First Aid Box	1	1	1		Yes	
White /BlackBoard	1	1	1		Yes	
Labels And Stickers	1	1	1	pack	Yes	
Board Eraser And Marker/Chalk	1	1	1		Yes	
Fire Extinguisher	1	1	1		Yes	
Students Chairs With Table Arms	30	25	20		Yes	for classroom
Pattern Papers & tracing paper	4	4	4	rolls	Yes	2 rolls patter paper and pack tracing paper. Patt can come in sheets a quantity is minimum 3 s studentqnt may v

Trims And Accessories like laces , buttons , zippers,(assortment)	5	5	4	packs	Yes	assortment, qnt ma
Machine Folders with Attachments	2	2	2	sets	Yes	types and qnt may
Machine Oils	1	1	1	Ltr.	Yes	
Fusing	5	5	4	mtr	Yes	woven, nonwoven etc, q
embroidery thread	5	5	4	packs	Yes	assortment, qnt ma
Paper Cutting Scissors	2	2	2		Yes	
packing materials	5	5	4	packs	Yes	assortment, qnt ma
measuring tape	30	25	20		Yes	

Fabric Cutting Scissors	30	25	20		Yes	
Computer And Computer Peripherals and projector	1	1	1		No	

**PRAGTI EDUCATION AND
WELFARE SOCIETY**

(First Party)

By its Authorized Signatory

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(Second Party)

By its Authorized Signatory

MUKHTIAR SINGH

(PRESIDENT)

Date: ...th ,2018

In presence of the following Witnesses

- 1.
- 2.

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Date: ...th ,2018

In presence of the following Witnesses

- 1.
- 2.