[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:

- Course Name/Title: Self Employed Tailor Course Affiliated by: Apparel, Made-ups & Home Furnishing Sector Skill Council
- 2. OP 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 Vill , 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 $\operatorname{\mathsf{Rom}}$
- 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).

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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)

SI. 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 Ty pe	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

	ווpment ט	Ctaris				
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,q nt may vary)	175	146	117	mtrs	Yes	Bulk fabric,good qualit mandatorry, other type for stitching and embro may vary)

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

Types Of Scales:normal straight big ruler,hip curve,leg shaper,patter n 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	

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

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 Accessorieslike 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)	(Second Party)		
By its Authorized Signatory	By its Authorized Signatory		
MUKHTIAR SINGH			
(PRESIDENT)	()		
Date:th ,2018	Date:th ,2018		
In presence of the following Witnesses	In presence of the following Witnesse		
1.	1.		
2.	2.		