

**The National Small Industries Corporation Ltd.  
"NSIC Bhawan" Okhla Industrial Estate  
New Delhi-110020**

**ADVERTISEMENT No. NSIC/HO/SPRS/2015**

**Notice Inviting Tender for engagement of Consultant**

National Small Industries Corporation (NSIC), is an ISO 9001-2008 certified Government of India Enterprise under Ministry of Micro, Small and Medium Enterprises (MSME). NSIC is currently registering both manufacturing and service sector MSEs **under its Single Point Registration Scheme (SPRS) under the Government Purchase Programme to increase the marketing reach. Expression of Interest are invited from the interested experts for engagement as Consultant for devising a draft scheme for registration of selected /identified service sector MSEs covering the entire gamut of procedure to be followed under its Single Point Registration Scheme.** Requisite qualification, Experience, Terms of Reference/Scope of Work and Duration etc are in the document published on the website link: <http://www.nsic.co.in> Interested experts satisfying the requirements in the said document may send Expression of Interest (EOI) to the "General Manager (BD/SPRS/Exhb.), The National Small Industries Corporation Ltd. "NSIC Bhawan" Okhla Industrial Estate New Delhi-110020 on or before 12.2.2016 by 1730 hrs.

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### **Invitation for Expression of Interest (EOI) for Engagement of Consultant**

National Small Industries Corporation (NSIC), is an ISO 9001-2008 certified Government of India Enterprise under Ministry of Micro, Small and Medium Enterprises (MSME). NSIC has been working to promote, aid and foster the growth of micro, small and medium enterprises in the country. NSIC operates through countrywide network of offices and Technical Centres in the Country. To manage operations in African countries, NSIC operates from its office in Johannesburg, South Africa. In addition, NSIC has set up Training cum Incubation Centre managed by professional manpower.

The Government of India, Ministry of Micro Small & Medium Enterprises, New Delhi vide their Gazette Notification dated 26.03.2012 notified that Micro & Small Enterprises engaged in manufacturing or rendering services registered with NSIC are eligible to get the following benefits under "Public Procurement Policy for Micro & Small Enterprises (MSEs) Order 2012".

- a. Issue of the Tender Sets free of cost;
- b. Exemption from payment of Earnest Money Deposit (EMD),
- c. In tender participating MSEs quoting price within price band of L1+15 per cent shall also be allowed to supply a portion upto 20% of requirement by bringing down their price to L1 Price where L1 is non MSEs.

To avail the above benefits, NSIC is registering both manufacturing and service sector MSEs under its Single Point Registration Scheme (SPRS) under the Government Purchase Programme, wherein the registered MSEs units are enlisted after the third party Technical Inspection of Certification of their competency / qualitative and quantitative capacity. SPRS Registration helps the enterprise to avoid the multiplicity of registrations with various Government Department.

**Presently both manufacturing and service sector based MSEs are registered under existing SPRS. NSIC intends to starts separate scheme for enrolling selected/identified service based units under SPRS and keep the present SPRS for MSEs in manufacturing sector.**

For devising a draft scheme for registration of selected /identified service sector MSEs covering the entire gamut of procedure to be followed under its Single Point Registration Scheme, Expression of Interest (EOI) is invited from the interested experts for engagement as 'Consultant'.

**1. The eligibility criteria for engaging the consultant shall be as under:**

- a. The person should have full-fledged experience in Tendering (including e-tendering), Technical Inspection and Vendor Development in Central Govt./Central PSUs/Railways etc.
- b. The person should be retired or resigned on VRS with minimum exposure of 10 years prior to separation in above activities.
- c. Age limit should not be more than 65 years.
- d. The person should be technically qualified (Degree or Diploma).
- e. The person should not be engaged presently by other PSU or Govt. Agencies.
- f. The person should be free from legal or investigations or disciplinary proceeding on official matters.
- g. The person should have complete knowledge of working of Public Sector/Govt. Agencies, including working knowledge in Hindi.
- h. Exposure to MSME sector and system based vendor development will be preferred.

**2. Terms of Reference/Scope of Work:**

- a. To analyse the above identified service industries and their share along with any other service (not forming part of above list) in overall existing registrations under SPRS.
- b. To analyse the demand of services being rendered to various organizations like Central Ministries/Departments/PSUs etc.
- c. To finalize the list of service sectors for bringing under separate registration scheme.
- d. To devise an application form for service sector in line with existing application form (available for both manufacturing and services)
- e. To devise the Inspection Report format keeping in view the capacity assessment requirement of service industry.
- f. To devise the draft scheme under SPRS for service sector

### **3. Duration & Remuneration:**

- a. The engagement of consultant will be on a full time basis for a period of 6 months which may be extended for further period depending upon/subject to satisfactory completion of work requirement. The person will be following Head Office timing i.e. 9.30 A.M. to 6 P.M. The person will report to Head of the Department (SPRS) at the Head Office of NSIC.
  
- b. A consolidated honorarium of Rs. 50,000/- per month (all inclusive) would be paid as per policy of the Corporation plus pick and drop facility for the period of engagement in line with NSIC's Policy.

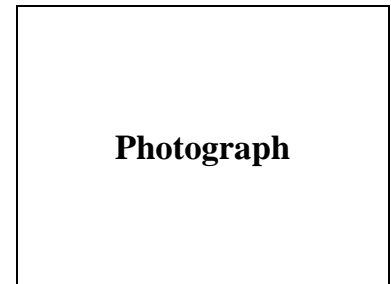
**Please note that selection will be based on the credential as required in qualification criteria and by interaction with the Committee constituted for the purpose.**

#### **Terms of Submission of EOI:**

The EOI in the prescribed format must be filled up and sent through email or submitted in a sealed cover so as to reach NSIC on or before **5.30 pm** on **12.2.2016**. Any EOI received after the above mentioned deadline will be rejected. Bids will be opened on 15.2.2016 at 1200 Hrs. Interested candidates meeting the eligibility criteria may submit their application in the enclosed format to the following address:-

**Email – rabairwa@nsic.co.in**  
**GENERAL MANAGER (BD/SPRS/Exhb.)**  
**The National Small Industries Corporation Ltd.**  
**"NSIC Bhawan" Okhla Industrial Estate**  
**New Delhi-110020**

## **Format of Expression of Interest for Consultant**



| <b>Sl No.</b> | <b>Particulars</b>                                      |  |
|---------------|---|--|
| <b>1</b>      | Name :  |  |
| <b>2</b>      | Father's Name :   |  |
| <b>3</b>      | Date of Birth :   |  |
| <b>4</b>      | Nationality :   |  |
| <b>5</b>      | Mailing address (with Tel./Mob. No. and E-mail address) |  |
| <b>6</b>      | Permanent address                                       |  |

### **7. Educational Qualification:**

| Sl No. | Course | Subject | University/Institute | Year of passing | Division/Class |
|--------|--------|---------|----------------------|-----------------|----------------|
|        |        |         |                      |                 |                |
|        |        |         |                      |                 |                |
|        |        |         |                      |                 |                |
|        |        |         |                      |                 |                |
|        |        |         |                      |                 |                |

### **8. Work Experience**

| Sl No. | Organisation | Period | Nature of work | Remarks |
|--------|--------------|--------|----------------|---------|
|        |              |        |                |         |
|        |              |        |                |         |
|        |              |        |                |         |
|        |              |        |                |         |
|        |              |        |                |         |

\*Retired Government officers shall indicate the post held by them and their Pay Scale/Grade Pay at the time of retirement.

9. Is individual free from legal or investigations or disciplinary proceeding on official matters. (Yes/No)

10 Whether engaged presently by other PSU or Govt. Agencies (Yes/No.)

12. Any other matter/information relevant to EOI:

12. Reference:

(i)

(ii)

Signature of Applicant