

Request for Proposals (RFP)
for
Textile Industry Association working with Textile MSME
for skill development in MSMEs in Textile Sector
Empanelment of Implementing Partners for
undertaking training programme
under
“समर्थ (Samarth)” Scheme for Capacity Building in
Textiles Sector (SCBTS)

User Manual



समर्थ

Scheme for Capacity Building in Textile Sector
Ministry of Textiles, Government of India

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1. Login

1. The applicant is required to click on <https://samarth-textiles.gov.in/> to get logged in into the **Samarth Application**.

MSME for skill development in MSMEs in Textile Sector is invited from the associations listed in Annexure-I || For assistance Samarth Helpline

2. After clicking on Login hyperlink, user will be redirected to Login page.
3. Enter valid login credentials, then click on the login button to get logged in into the application.

0393

- Select Textile Industry Association-MSME from the drop down menu.
- Enter the Email ID (received in the email from Samarth).
- Enter the password (received in the email from Samarth).
- Enter captcha, then click on login button (In case captcha is not readable or not understandable, user can click on refresh icon of captcha to get a new captcha code).

2. Organization Details

2.1 Organization Credentials

1. In this section, the Agency shall submit their Organization Credential details.
2. On clicking Organization Credentials, the user will be redirected to Organization Credentials page as shown.

The screenshot shows the 'Organization Credentials' page. At the top, there is a header with the logo of the Ministry of Textiles, Government of India, and the text 'Scheme for Capacity Building in Textile Sector'. The user's profile 'Mnxzc' is visible in the top right. A navigation sidebar on the left lists various options, with 'Organization Credentials' selected. The main content area has a blue header with the text 'Please complete your organization details, to get eligibility in filling proposals as per RFP. All (*) field are mandatory'. Below this, there is a table with columns for 'Document Name', 'Documents No.', and 'Click on browse button to upload corresponding documents'. The table contains two rows: 'Organization PAN Card *' and 'Organization GSTIN'. The 'Organization PAN Card *' row has a document icon, a 'Browse' button, and a search result 'TEST_158099287018.pdf'. The 'Organization GSTIN' row has a document icon, a 'Browse' button, and a red asterisk. Below the table, there is a 'Basic Details' section with several input fields: 'First Name *' (jsd), 'Last Name *' (lkja), 'Email Address For Communication *' (redacted), 'Contact Number *' (+91 [redacted]), 'Incorporation Number *' (26), and 'Incorporation Certificate Document *' (with a 'Browse' button and search result 'TEST_158099287024.pdf').

The screenshot shows the 'Organization Registered Address' section. It contains several input fields: 'Address *' (lksaj), 'Landmark' (Enter Landmark), 'State/UT *' (Gujarat), 'District *' (Chhotaudepur), and 'Parliamentary Constituency'. There is also a 'Date of Incorporation *' field with the value '04-02-2020'. The 'Incorporation Certificate Document *' field has a 'Browse' button and a search result 'TEST_158099287024.pdf'. The 'Email Address For Communication *' field is redacted.

- The Basic details of the Organization will be pre-populated. User can edit or update all the records except “Email Address for communication”.
- Click on browse button to upload the relevant documents.
- Enter/Select valid values in all the mandatory fields marked with *.
- Enter/Select valid values in other fields.

3. Enter the Organization's registered address, where the Organization has been registered.

The screenshot shows a web form titled "Organization Registered Address" under the "Organization Credentials" tab. A message at the top says "Please complete your organization details, to get eligibility in filling proposals as per RFP." The form has several fields, with red arrows pointing to the mandatory ones (marked with an asterisk *):

- Address ***: Input field containing "sector 67".
- Landmark**: Input field containing "Enter Landmark".
- State/UT ***: Dropdown menu showing "Bihar".
- District ***: Dropdown menu showing "Kishanganj".
- Pin Code ***: Input field containing "455555".
- Website Address**: Input field containing a red hatched pattern.

- Enter/Select valid values in all the mandatory fields marked with *.
- Enter/Select valid values in other fields.

4. Click on the **Browse** button to upload the supporting document for: - Power of Attorney, PAN Card, GSTIN (file type - JPEG, JPG, PNG, PDF).

The screenshot shows the same "Organization Registered Address" form, but with a document upload section below. The form fields are filled with the following values:

- Address ***: Iksaj
- Landmark**: Enter Landmark
- State/UT ***: Gujarat
- District ***: Chhotaudepur
- Parliamentary Constituency**: Enter Parliamentary Constituency
- Sub District**: Enter Sub District
- Pin Code ***: 111111
- Website Address**: Enter Website Address

Below the form, there is a section titled "Upload listed supporting documents required for empanelling". It contains a table with the following structure:

Document Name	Click on browse button to upload corresponding documents
Power of Attorney/Authorized Signatory *	<input type="button" value="Browse"/> <input type="text" value="TEST_158099287119.pdf"/>

At the bottom of the form, there is a "Next" button.

3. Financial Strength

3.1 Add Annual Turnover and Audited Financial Statement for past 3 years

Details of financial strength are to be provided. Update the Annual Turnover for the past 3 years along with the audited financial statement. In addition, CA certificate also needs to be uploaded.

- Click on Download Declaration button to download the format for the CA certificate
- Click on browse button to upload the signed copy of the CA certificate.

The screenshot displays the 'Financial Strength' section of a web application. The header includes the logo of the Ministry of Textiles, Government of India, and the user profile 'Mnxzc'. A sidebar on the left lists navigation options: Organization Details, Organization Credentials, Financial Strength (selected), Training Infrastructure, Self Declaration For Placement, Payments, Documents List, IA Data Preview, and Proposal Status.

Financial Year	Annual Turnover	Audited Financial Statements (Yes/No)	Audited Financial statement to be uploaded
2019-2020	<input type="text" value="20"/>	<input type="button" value="Yes"/> ▼	<input type="button" value="Browse"/> TEST_CADocs... 🔍
2018-2019	<input type="text" value="20"/>	<input type="button" value="Yes"/> ▼	<input type="button" value="Browse"/> TEST_CADocs... 🔍
2017-2018	<input type="text" value="30"/>	<input type="button" value="Yes"/> ▼	<input type="button" value="Browse"/> TEST_CADocs... 🔍
2016-2017	<input type="text"/>	<input type="button" value="Yes"/> ▼	<input type="button" value="Browse"/>
2015-2016	<input type="text"/>	<input type="button" value="Yes"/> ▼	<input type="button" value="Browse"/>

CA Certificate of Statutory Auditor / Annual Auditor

Turnover of Organization* 🔍
(Please fill consolidate turnover of your organization and upload here). TEST_1580993...

4. Training Infrastructure

4.1 Add Training Center

1. An **Implementation Agency** need to click on Add new menu to add the training centre detail.
2. User must fill all the sections in Training Centre Details tab.

The screenshot shows the 'Add Training Center' form in the 'Training Center Details' tab. The form includes the following fields:

Training Center Name *	Please enter training center name
State/UT *	Select State
District *	Select District
Address *	Please enter training center address
Pin Code *	Please enter pincode
Add Parliamentary Constituency	Add Parliamentary Constituency
Sub District	Please enter sub district
Landmark	Please enter Landmark
Latitude	Please enter latitude
Longitude	Please enter longitude
Contact Person	

- Add the Training Center name.
- Click on browse button to upload the document.
- Enter/Select valid values in all the mandatory fields marked with *.
- Enter/Select valid values in other fields

3. Fill the details of contact person details and click on the **Save** button to save the record.

The screenshot shows the 'Add Training Center' form in the 'Training Center Details' tab, focusing on the 'Contact Person' and 'Center Coordinator' sections. The form includes the following fields:

Contact Person	
Name *	Please enter contact person name
Designation *	Please enter contact person designation
Mobile No. *	Please enter contact person mobile no.
Email ID *	Please enter contact person email id
Center Coordinator	
Name *	Please enter center coordinator name
Email ID *	Please enter center coordinator email id

- In Training Infrastructure tab user fill the mandatory fields and click on update to update the records.

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Mnxzc

Training Center Details **Training Infrastructure** Courses Detail

Center Carpet Area (in sq. ft) *	10000
Total No. of Classroom *	1
Total No. of Labs *	2
No. of Washrooms for Female *	0
No. of Washroom for Male *	0
No. of Drinking Water Facility *	0
Availability of the First Aid Kit *	Yes ▼
Availability of the Fire Fighting Equipment *	Yes ▼
No. of Aadhaar Enabled Biometric Attendance System Machines *	1
Total No. of CCTV *	2
Internet Connectivity at Training Center *	Yes ▼
Availability of Power Back-Up *	Yes ▼

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Organization Details >

Organization Credentials

Financial Strength

Training Infrastructure >

Add Training Center

List Training Centers

Self Declaration For Placement

Payments

Documents List

IA Data Preview

Proposal Status

No. of Washrooms for Female *	0
No. of Washroom for Male *	0
No. of Drinking Water Facility *	0
Availability of the First Aid Kit *	Yes ▼
Availability of the Fire Fighting Equipment *	Yes ▼
No. of Aadhaar Enabled Biometric Attendance System Machines *	1
Total No. of CCTV *	2
Internet Connectivity at Training Center *	Yes ▼
Availability of Power Back-Up *	Yes ▼
Availability of Ramps, Lifts and Toilets for DIVYANG People *	Yes ▼
Reception Area(in sq. ft) *	100

Back Save and Next

- Click on browse button to upload the document.
- Enter/Select valid values in all the mandatory fields marked with *.
- Enter/Select valid values in other fields.

5. In Courses Detail tab, add the sector and its course.

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Training Center Details Training Infrastructure **Courses Detail**

Please add your sector wise course to display in classroom and labs

Sector * Please Select a Sector

Course Summary Details

Course	Labs Room	Class Room	Course Code	NSQF Level	No. of candidates	Total Hours	Action
Vanya Silk Reeling & Spinning Manufacturer	2	1	TC SILK 01	4	22	200	

Classroom Details

Sr.no	Class Room Name	Course	Width (in ft.)	Length (in ft.)	Area (in Sq ft.)	No. of Seats	No. of Batched Proposed per Annum	Action
1	<input type="text" value="Class1"/>	<input type="text" value="Vanya Silk Reeling & Spinning"/>	<input type="text" value="15"/>	<input type="text" value="20"/>	<input type="text" value="300"/>	<input type="text" value="30"/>	<input type="text"/>	Add Clear

Lab Room Details

- Select the sector, then select the course related to selected sector and click on add button to add the course for the particular training center.
- Click on delete button to delete the course.
- Fill in the classroom details and click on add button.
- Fill in the lab details and click on add button

4.2 View Training Centers

1. After adding the Training center record, the record will display on view list dashboard.

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Eastern U.P Exporters Association

Training Infrastructure

List Training Centers [+ Add Training Infrastructure](#)

Copy Excel PDF Print Search:

S.No	Training Infrastructure Name	Total Classroom	Total Labs	Action
1	ABC	2	2	 

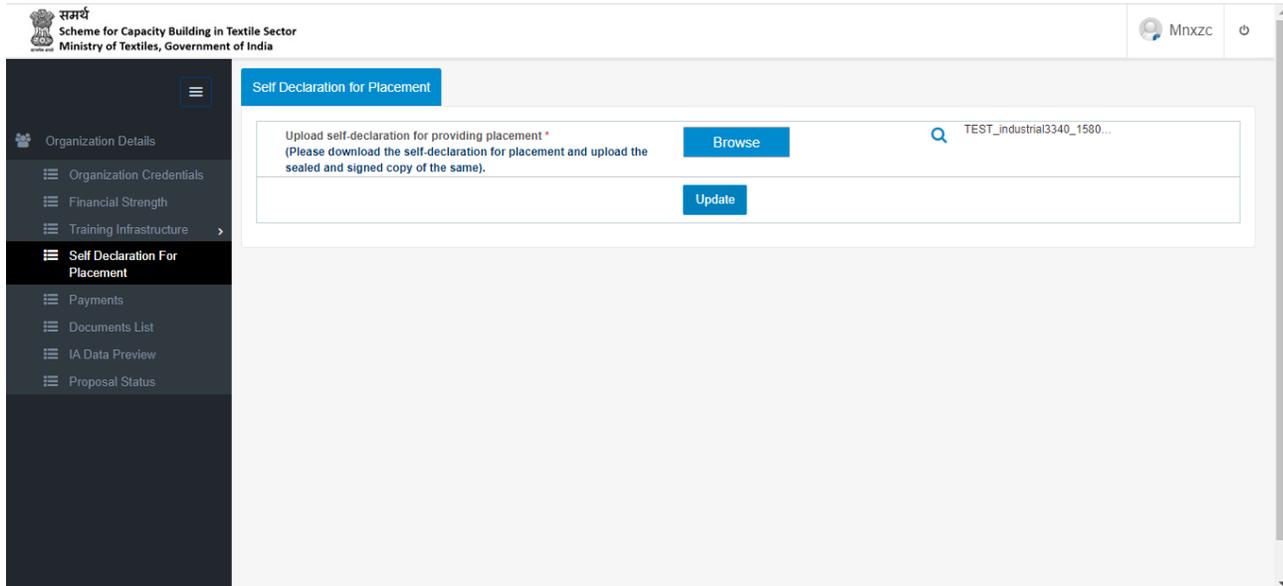
Showing 1 to 1 of 1 entries Previous 1 Next

Back Next

2. Click on edit icon to modify the record of Training Centre.
3. Click on delete icon to delete the record of Training Centre.

5. Self-declaration for placement

1. Click on the hyperlink “Please download the self-declaration for placement and upload the signed copy of the same” to download the self-declaration format.
2. Click on browse and upload the signed copy of the self-declaration.



The screenshot shows a web application interface for the 'Scheme for Capacity Building in Textile Sector' under the 'Ministry of Textiles, Government of India'. The user is logged in as 'Mnxzc'. The main heading is 'Self Declaration for Placement'. Below this, there is a text box with the instruction: 'Upload self-declaration for providing placement * (Please download the self-declaration for placement and upload the sealed and signed copy of the same)'. To the right of this text box is a 'Browse' button. Below the text box is an 'Update' button. A search bar on the right contains the text 'TEST_industrial3340_1580...'. On the left side, there is a dark sidebar menu with the following items: Organization Details, Organization Credentials, Financial Strength, Training Infrastructure, Self Declaration For Placement (highlighted), Payments, Documents List, IA Data Preview, and Proposal Status.

6. Payments

1. Fill in the Demand Draft number and date and upload a scanned copy of the Demand Draft.

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Mnxzc

Payment Detail

Demand Draft No. *	22
Date *	06-02-2020
Upload Demand Draft Image *	<input type="button" value="Browse"/> TEST_payment3340_1580...

Application should accompanied with processing fee (non-refundable) of Rs.5,000 in the form of demand draft(DD) drawn in favour of Pay and Accounts Officer, Ministry of Textiles. The original DD will be sent to Under Secretary, HRD, Ministry of Textiles.

7. Document List

1. Review all the documents uploaded in the previous steps.

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Mnxzc

List of Documents Uploaded

Applicant Registration No.	PR-1580972904
Name of Organization	mnxzc

Organization Credential

Document Name	Show documents
Pan Card	<input type="button" value="Q"/> TEST_158099287018.pdf
GSTIN Card	No record found
Incorporation Certificate Document	<input type="button" value="Q"/> TEST_158099287024.pdf
Power of Attorney/Authorized Signatory	<input type="button" value="Q"/> TEST_158099287119.pdf

Financial Strength

2. Click on “I Agree” to all the terms and conditions mentioned and then click on “Next”.

Payments

Document Name	Show documents
Demand Draft Document	<input type="text" value="Website Security Guideline..."/>

- I hereby confirm and certify that Samarth project will be implemented through our organization and we have not applied for Samarth Project through any association/council/chamber of commerce. I agree
- I hereby confirm and certify that we or any of our promoters/directors/organization are not barred by Central Government/State Government or any other entity of Local Government/Municipal Body/Public Agency in India or abroad either individually or as a member of a Consortium as on date of the application. I agree
- I hereby confirm and certify that we are aware that our application for the captioned project would be liable for rejection in case any material misrepresentation in made or discovered with regard to the requirement of this proposal at any stage of the selection process or thereafter during the engagement period. I agree
- I hereby accept and declare that all the information provided by me while filling the details is valid and correct as per my knowledge and belief. I agree
- I hereby certify and confirm that existing employees will not be trained under the scheme. I agree

[Back](#) [Next](#)

8. IA Data Preview

1. Check all the details in IA data preview section. If all the details are correct, go to bottom of the page and click on hyperlink “JAR file”. It will download the **client.jar** file.

Declaration

- I hereby confirm and certify that Samarth project will be implemented through our organization and we have not applied for Samarth Project through any association/council/chamber of commerce. I agree
- I hereby confirm and certify that we or any of our promoters/directors/organization are not barred by Central Government/State Government or any other entity of Local Government/Municipal Body/Public Agency in India or abroad either individually or as a member of a Consortium as on date of the application. I agree
- I hereby confirm and certify that we are aware that our application for the captioned project would be liable for rejection in case any material misrepresentation in made or discovered with regard to the requirement of this proposal at any stage of the selection process or thereafter during the engagement period. I agree
- I hereby accept and declare that all the information provided by me while filling the details is valid and correct as per my knowledge and belief. I agree
- I hereby certify and confirm that existing employees will not be trained under the scheme. I agree

Acknowledgment

Applicant Registration No	PR-1580285151
Submitted on	10 February 2020 10:12:08
Name of Organization	<input type="text" value=""/>

[Kindly click here to download the JAR file and attach the DSC. Post this execute the downloaded JAR file and then click to submit in order to digitally sign the entire application.](#)

[Back](#) [Submit](#)

- a. Insert DSC (Digital Signature Certificate) device into USB port of the system.
 - b. DSC should be of type ePass 2003 or ePass 2003 Auto.
 - c. Install the driver software of DSC contained in the DSC device.
 - d. Open the DSC window and click on login. Enter DSC password and click OK.
 - e. DSC should contain single certificate of your identity. If multiple certificates are available in DSC then select other certificate and export it into your system. Exported certificate can be imported into DSC later.
 - f. Go to Local Disk (C:) drive of the system, click on Windows folder then click on System32 folder. Search for the file **eps2003csp11.dll** and **eps2003csp11.sig**. If these files are not available, then DSC is not installed properly.
 - g. If **eps2003csp11_v2.dll** and **eps2003csp11_v2.sig** files are available, then rename the files and remove ‘_v2’ from the files.
 - h. Now double click on downloaded **client.jar** file. It will not open any window.
 - i. Now run url <http://localhost:8000/sysinfo/> to check that jar file is successfully compiled. It will show your system’s information.
2. Now click on Submit button to submit the proposal. It will open a pop-up window for DSC password. Enter DSC password and click Validate. Please wait for some time to submit the proposal successfully.
 3. After successful submission of proposal, **Submit** button will disappear and SaveasPDF button will appear on the top of the page.