



## **CONSULTANCY DEVELOPMENT CENTRE**

### **Invitation for Delivery of CDC Certificate Programmes in Consulting**

Consultancy Development Centre (CDC), an autonomous institution of Department of Scientific and Industrial Research (DSIR), Ministry of Science & Technology, Government of India has developed and is presently conducting certificate courses in - (i) Technical Consulting (ii) Management Consulting (iii) Human Resource Consulting and (iv) IT Consulting with an objective to develop trained manpower in the consulting sector.

The programme duration of all these courses is three months comprising of 20 hours of contact classes.

**The Centre invites expression of interest from the following to associate with CDC for delivery of these certificate programmes on franchise model**

- i. Reputed Institutes engaged in Education, Training and Consultancy
- ii. Organizations with specialization in CSR activities subject to offer the Certificate Programmes on non-profit basis.

**The various proposed modes of delivery of certificate programmes in consulting are given below:**

#### **I. WEEKEND MODE (Three months)**

- Classroom sessions on Alternate weekend
- Examination at the end normally with a Gap of two weeks time

#### **II. EVENING MODE (One month)**

- 2 hours per day  
3 days in a week
- Examination in the last week

#### **III. FULL TIME MODE (Five days)**

- Classroom sessions on 4 Full Days
- Examination on day five

## Certification

CDC will issue certificates to qualified participants at the end of the programme.

## Roles and Responsibilities

<b>CDC</b>	<b>Franchise Institute/Consulting Organizations</b>
<ul style="list-style-type: none"><li>○ Provide one set of reading material</li><li>○ Approval of faculty/experts</li><li>○ Setting up question paper for examination</li><li>○ Evaluation of answer sheets</li><li>○ Issue of Certificates to qualified participants</li></ul>	<ul style="list-style-type: none"><li>○ Drafting of brochure</li><li>○ Marketing of the Programme including preparing computer copies of brochure as per the draft soft copy given by CDC, dispatching or e-mailing them to prospective participants interested in the course.</li><li>○ Admission to interested participants</li><li>○ Multiply reading material for distribution to participants</li><li>○ Delivery of the programme including arranging faculty/experts, venue and related logistics</li><li>○ Conduct of examination</li></ul>

## Signing up Amount

The signing up amount will be Rs.1 Lakh only for each course and is one time fee to be paid by the franchised institute/ Organization at the time of signing of MoU with CDC after which, the franchise institute/ Organization would be provided the soft copy of the reading material and brochure for the programme.

## Certification Fee:

Certification Fee of Rs.5000 plus applicable service tax will be payable to CDC before issue of certificate to each successful participant.

Fee concession of 25% in programme fee including service tax shall be borne by CDC for the following categories: **SC/ ST/ OBC/ Physically Handicapped students.**

## Process

- Submission of Expression of Interest
- Evaluation of Expression of Interest
- Signing up of MoU between CDC and the selected Franchised institution/Organization
- Programme Delivery
- Examination

- Issue of Certificate by CDC
- Payment of Certification fee by Institution/ Organization to CDC

Interested Institutes/ Organizations specialized in CSR activities may submit the details in the prescribed format for ‘Submission of interest’ in a sealed envelope super scribing on the top as **“Expression of Interest for Franchise Scheme for Delivery of CDC’s Certificate Programmes”**. The envelope may also contain the name of the sender’s institute/organization.

- **Download Programme details**
  - [Technical Consulting](#)
  - [Management Consulting](#)
  - [HR Consulting](#)
  - [IT Consulting](#)
- [Download the Format for submission of interest \(Part 1 to 3\)](#)

**Proposals may be sent to:**

Head (Projects)

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