

Procedure to associate under NSIC-Training cum Incubation Centre (TIC)
Public Private Partnership (PPP) Mode

- The Franchisee may be Educational and Technical Institution, Company, Firm, NGO.
- Unit may apply on prescribed **APPLICATION format** with stated enclosures along with non-refundable application fee of (Rs. 5,000/-+ 18 % G.S.T) by way of demand draft in favour of 'National Small Industries Corporation Limited.' payable at New Delhi. The application should be addressed to General Manager (TIC), NSIC Technical Service Centre, Okhla Industrial Estate, Near Govindpuri Metro Station, and New Delhi-110020.
- Application is thoroughly checked and at the time of **scrutiny of documents**, if any documents are found not submitted, it shall be asked from unit.
- The required area depends on the course offered by the organization. However, the minimum area required is 2000 sq.ft.
- On receiving all the required documents, Preliminary inspection of unit is carried out by NSIC official and report is submitted to TIC Division. On recommendation of inspecting officer, in principle approval is issued to unit in which security amount is also mentioned. Security amount is 15% of 3 months course fee for each course, subject to minimum of Rs.20,000/-. Unit is also advised to intimate NSIC on full readiness of the centre.
- After getting confirmation from the unit regarding readiness of centre in respect of installation of Machinery & Tools, selection of faculty etc unit is finally visited by NSIC Officials.
- On receipt of satisfactory Final inspection report, File is processed for approval before Competent Authority of NSIC.
- After getting approval, unit is invited to sign agreement & Indemnity bond, which is applicable for one year.
- After signing the agreement and Indemnity Bond, Final approval letter is submitted to Franchisee.
- Along with approval letter, unit is also provided Course curriculum, Sample of Signage board, user-id/ password for entering details of enrolled student at NSIC web site etc.