

REQUEST FOR EXPRESSIONS OF INTEREST

(CONSULTING SERVICES)

For

Selection of a Knowledge Partner(s) for Design and Implementation of Innovative Skill Development and Entrepreneurship Pilot Programmes for Women under **“Skill Acquisition and Knowledge Awareness for Livelihood Promotion (SANKALP)”**

Ministry of Skill Development and Entrepreneurship

Government of India

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Key Dates and Information

REOI ref. no.	SD-22/28/2020-IC
REOI issuance date	04 August 2020
Last Date and Time for receipt of request for clarifications	12 August, 2020 by 1700 hours <i>E-mail ID:</i> sankalp-msde@gov.in lendup.sherpa@nic.in
Date and Time for Pre-Proposal Meeting	13 August, 2020 at 1500 hours
Deadline for providing clarifications by MSDE	20 August, 2020
URL for online tender submission	https://eprocure.gov.in/eprocure/app
Last Date and Time for online submission of EOI	01 September, 2020 till 1500 hours
Date and Time for online opening of EOI	02 September, 2020 at 1530 hours
Contact Persons for Queries	<ol style="list-style-type: none">1. Under Secretary, MSDE- 011-234658922. Technical Expert, SANKALP- 91673188563. Procurement Expert, SANKALP- 9990175966

REQUEST FOR EXPRESSIONS OF INTEREST

(CONSULTING SERVICES)

Project : Skill Acquisition and Knowledge Awareness for Livelihood Promotion

(SANKALP)

Project ID : P158435

Date : 04 August, 2020

Reference No. : SD-22/28/2020-IC

Assignment Title: Request for Expression of Interest (REOI) for the Selection of Knowledge Partner(s) for Design and Implementation of Innovative Skill Development and Entrepreneurship Pilot Programmes for Women Skill Acquisition and Knowledge Awareness for Livelihood Promotion (SANKALP) programme of MSDE.

1. Organisation Background and Description of Assignment

- 1.1. The Ministry of Skill Development and Entrepreneurship (MSDE), Government of India launched the ‘Skills Acquisition for Livelihood Promotion’ (SANKALP) programme, which is a World Bank loan assisted project and aligned with the overall objectives of the National Skill Development Mission (NSDM). The project focuses on transforming the overall skilling ecosystem of India covering both Central and State level agencies for improved outcomes.
- 1.2. SANKALP consists of the following four Result Areas (RAs):
 - 1.2.1. **RA1:** Institutional Strengthening at the National and State Levels for Planning, Delivering, and Monitoring;
 - 1.2.2. **RA2:** Improved Quality and Market Relevance of Skills Development programs;
 - 1.2.3. **RA3:** Improved access to and completion of skills training for female trainees and other underserved sections of the society; and
 - 1.2.4. **RA4:** Expanding skills training through private-public partnerships (PPPs)
- 1.3. In view of the above, it has been proposed by MSDE under the RA 3 component of SANKALP programme to **design and implement innovative skill training pilots for women candidates, that would help them attain gainful employment or enable them to become successful entrepreneurs.**

2. Assignment Background

- 2.1. Women play a pivotal role in the economic development of a country. However, participation of women in India's workforce has been much lower than other countries. According to the World Economic Forum's 'Global Gender Gap Report 2018', India ranks 108 out of 149 countries, a fall of 21 places from its ranking in 2016. It has been widely noted that increasing women participation in the workforce would give further boost to the economy. In a joint paper, IMF Chief Christine Lagarde and Norway's Prime Minister Erna Solberg, pointed out that by raising women's participation in the workforce to that of men, India's GDP will rise by 27%.
- 2.2. Therefore, to increase the participation of women in skill development initiatives and thereby in the Indian workforce, **MSDE is looking for innovative pilot programs for skill training of women, particularly in non-traditional roles that deploy innovative ideas for making skill training and employment thereafter more efficient.**
- 2.3. In this regard, MSDE invites Government and Non-Government Organizations, Not-for-profit organizations, Universities/educational institutions, Self-Help Groups (SHGs) and any other legal public and private entity (Consultancy firm, Proprietorship firm, Partnership, LLP, Company, Society, and Trust etc.) to submit their Expression of Interest (EOI) with Concept Note for innovative skill training programs for women, for wage employment or entrepreneurship development as per objectives and requirement elaborated in the document. **The applicants can submit their EOI for ANY of following categories or ALL based on their experience and competency to manage the project. The requirements are categorised into following 3 Schedules of Requirement:**
 - **Schedule I - Innovative Pilots for Wage Employment**
 - **Schedule II - Innovative Pilots for Sustainable Livelihood/ Entrepreneurship Development**
 - **Schedule III - Innovative Pilots for both Wage Employment and Entrepreneurship Development¹**
- 2.4. Shortlisting of agencies shall be carried out Schedule wise based on the qualification criteria mentioned in the document at Para 8.

¹ Schedule III on 'Innovative Pilots for both Wage Employment and Entrepreneurship Development', refers specifically to those proposals that would include training and other skilling value chain activities, with the objective of quipping the beneficiaries to obtain wage employment and self-employment. It is expected that while some candidates would be trained for wage employment, others would be trained for entrepreneurship development, with a common element of domain training (skilling/ reskilling/ upskilling) for both sets of candidates.

3. Project Objectives

- 3.1. MSDE is seeking services of an organisation (s), to be on boarded as a Knowledge Partner (s), to design and implement skill training modules for **women. One or more pilots** might be implemented under this initiative. It is expected that the cumulative beneficiaries from these pilots would be a total of 2000 women. **The applicants may submit proposals for innovative pilots for training of women for wage employment, entrepreneurship development and/ or combined training of wage employment and entrepreneurship.**
- 3.2. These pilot projects will demonstrate ways in which greater participation of women in skill training and thereby in the Indian workforce can be attained through the following:
 - 3.2.1. Imparting skill training in non-traditional trades and identifying interventions required to make skill training and workforce participation, through either wage employment and/or entrepreneurship more conducive for women
 - 3.2.2. Identifying innovative ways for imparting skill training to women and the support required to ensure their successful transition to the Indian workforce
- 3.3. Based on a number of parameters, selection of appropriate training which may be a mix between training on skill development for wage employment, or entrepreneurship would be decided by MSDE. These selection parameters include the innovativeness in the proposals, proof of concept demonstrating the feasibility of the pilot, scalability and financial viability of the proposed pilot.
- 3.4. The pilot programmes should be innovative in nature, where in innovation should lead to efficient and effective outcomes in one or more of the following areas (a suggestive list is provided below, bidders may choose any other areas of innovation in their proposal):
 - 3.4.1. **Process innovation:** Implementation of a new or significantly improved delivery method of skill training programs. This may include technological innovations that will lead to an improvement in the skill development value chain. For instance, innovation leading to more efficient processes of mobilization, counselling, gamification of learning, etc, or may also lead to creation of alternative models such as community-owned companies, improved market linkages, etc.
 - 3.4.2. **Business model innovation:** This includes innovation in strategy, marketing, supply chains, value creation, pricing or cost structures. For instance, use of new financing models or more effective market linkage models.
 - 3.4.3. **Social innovation:** These includes those innovations where the goal might not necessarily be profit but rather benefits the society. For instance, adopting effective and efficient process for regularly capturing health indicators of the candidates.

- 3.4.4. **Any other innovation** that leads to improvement in the design and delivery of skill training programs leading to greater participation of women in skill training
- 3.5. The pilot should **focus on non-traditional job roles that help women break stereotypes emerging from the intersections of gender, caste, class, religion etc. Therefore, emphasis should be on training that is beyond fields that are traditionally considered female oriented** and help identify non-traditional, high productivity and high wage employment opportunities that women may pursue. Training in non-traditional roles increases the set of viable livelihood choices available to women and gives them access and control over skills, technology, market, mobility and resources. It creates economic stability along with psychological, social and political empowerment.

4. Assignment Outcomes

- 4.1. **Designing and implementation of skill training pilot programmes for wage employment and entrepreneurship development of women candidates by engaging Knowledge Partner (s) that would be responsible for delivery of the pilot.**
 - 4.1.1. One of the challenges faced in the skilling ecosystem is to link the trained candidates, particularly women, with the job market. In order to attain this objective, MSDE intends to create **sustainable interventions** for skilling and employing women candidates, that can be **scaled up and replicated**.
 - 4.1.2. Therefore, with the objective of providing gainful work prospects in terms of wage-employment or entrepreneurship development, **MSDE seeks to engage Knowledge Partner (s) that would provide training and the other necessary support to women across any/ all of the three categories.**
- 4.2. **Data on parameters:** The pilots(s) that would be implemented would include not only designing and implementation of skill training programmes, but also collection of relevant data pertaining to them. The data would be both qualitative and quantitative in nature. It would include an exhaustive list of parameters across the skilling value chain, that is, through mobilization, counselling, skill training, placement & post-placement/ entrepreneurship. For instance, at the mobilization stage, the selected Knowledge Partners (s) would be required to submit data pertaining to (but not limited to) number of candidates mobilized, mobilization tools used, ratio of mobilizers to candidates etc.
- 4.3. **Completion of Assignment**
 - 4.3.1. In case of wage employment, the selected Knowledge Partner (s) would be required to submit proof of regular employment by the way of submitting salary slips and bank account statements from the Human Resources department of the corporate/

industry in which women candidates are employed, for a period of 6 months post placement.

- 4.3.2. In case of setting-up of enterprises, the selected Knowledge Partner (s) would be required to submit proof of establishment of enterprise like PAN number, GST number, trade licence etc and revenue earned for one year after establishment of enterprise.

5. Scope of Services

- 5.1. The selected Knowledge Partner (s) will be responsible for end to end delivery of skill training, which comprises of designing the skill training program, organizing and conducting all phases of the skilling value chain that include mobilization, counselling, imparting skill training, final placements/enterprise set-up, post placement/entrepreneurship development support.
- 5.2. The applicants, in their Concept Note, are required to detail out the ideas adopted by them for training women particularly in non-traditional trades. The objective is to understand the capacity of the applicant over and above the procedures adopted under the currently operational skill development schemes, in order to make skill training more efficient and customized.
- 5.3. The applicants can **submit their EOI for any or all of the following three categories (i) Innovative pilots for wage employment, (ii) Innovative pilots for sustainable livelihood/ entrepreneurship development (iii) Innovative pilots for both wage employment and entrepreneurship development.**
- 5.4. The section below provides the scope of work, expected from the Knowledge Partner(s), separately for skill training for wage employment and skill training for entrepreneurship development.
- 5.5. **Scope of Work under Training for Wage Employment:**
 - 5.5.1. **Selection of Sectors/ Trades:** The Knowledge Partner(s) would be responsible for selection of sectors/ trades in which skill training would be provided.
 - 5.5.2. **Linkages with Employers:** the Knowledge Partner(s) would be responsible for liaising with the interested industry players/ corporates for providing employment to women candidates.
 - 5.5.3. **Mobilization, Counselling and Selection of Candidates:** The Knowledge Partner(s) would be responsible for undertaking a thorough selection of women candidates, their mobilization and counselling.

- 5.5.4. **Training Location and Infrastructure:** The Knowledge Partner(s) would be required to specify the location of training and infrastructure installed that would be best suited for women.
- 5.5.5. **Imparting Training:** The Knowledge Partner(s) shall be responsible for formulating a detailed curriculum and mode for imparting skill training. It is expected that training should have a mandatory module on soft skills, communications and IT. Adequate practical and on-the-job training/internship must be incorporated into the training module wherever necessary.
- 5.5.6. **Ensure Quality of Trainers:** The Knowledge Partner(s) should ensure that the trainers should have the requisite education qualifications and experience level as per requirements.
- 5.5.7. **Assessment and Certification:** The trainees should be periodically assessed through-out the skill training program, including formative and summative assessments. Certification for skill training should be awarded by an awarding body recognized by Government of India.
- 5.5.8. **Placement and Post-placement support:** The Knowledge Partner(s) would be required to ensure relevant placement and entrepreneurship opportunities for the candidates and the expected salary they would receive after placements. Both the location of training and engagement after training shall be within India. The Knowledge Partner(s) would also be required to undertake post-placement support and tracking.

5.6. [Scope of Work under Training for Entrepreneurship](#)

- 5.6.1. **Selection of Value Chain:** The Knowledge Partner(s) would be required to identify appropriate trades with value chain that have high growth potential and income generation possibilities.
- 5.6.2. **Identification of Solutions:** The Knowledge Partner(s) would be required to develop market-based solutions for sustainable models for women entrepreneurs. These include, understanding the market requirements, opportunities and challenges in setting up an enterprise, identifying and creating market linkages for the product/ service, formulating business plans and strategies for setting up of enterprises, monitoring and hand-holding during implementation
- 5.6.3. **Facilitation Activities and Linkages:** The Knowledge Partner(s) would be required to establish various linkages that would enable the enterprises to be successful. These include, bank/ financial linkages, backward linkages for raw material procurement and forward linkages in terms of markets & buyers etc.

- 5.6.4. **Selection of Candidates:** The Knowledge Partner(s) are expected to mobilize, counsel and select candidates for entrepreneurship training.
- 5.6.5. **Location of Training:** The Knowledge Partner(s) shall be responsible for selecting the location of training and would ensure that it is best suited for creation of women entrepreneurs.
- 5.6.6. **Imparting Training:** The Knowledge Partner(s) will be required to undertake a skill gap analysis of the identified entrepreneurs. Based on this, skill training or bridge programmes along with entrepreneurship training should be imparted. The Knowledge Partner(s) would also be required to develop a training plan and the curriculum for imparting training. It is expected that entrepreneurship training would have a mandatory module on soft skills, communications, IT and financial management.
- 5.6.7. **Ensuring quality of trainers and mentors:** The Knowledge Partner(s) would be required to ensure that the education qualifications and experience level of trainers and mentors who would be imparting entrepreneurship training and domain training (if any) is as per the required standards.
- 5.6.8. **Assessment and Certification:** The trainees should be periodically assessed through-out the training program. Certification for skill training should be awarded by an awarding body recognized by Government of India.
- 5.6.9. **End to End Engagement** with the candidates would be an important element of the skill training for entrepreneurship. This implies that the Knowledge Partner(s) would not only provide support to potential women entrepreneurs at the time of mobilization, counselling and training, but also be help them establish backward and forward linkages, credit linkages, market tie-ups and handhold them at the time of setting-up their enterprises by developing their business plans and providing them business development services like inception, operation, scale-up and sustenance.

6. Monitoring and Evaluation

- 6.1.1. The Knowledge Partner(s) would be required to submit **periodic reports** pertaining to each intervention along the skilling value chain, in case of both wage-employment and entrepreneurship development.
- 6.1.2. **Concurrent monitoring** of the pilot(s) would be undertaken by MSDE through physical verification and basis the reports submitted by the selected Knowledge Partner (s). The areas of monitoring would include, but not limited to, program quality, process monitoring, evaluation of gap areas, necessary corrections in delivery architecture, dissemination of required information, etc.

7. Concept Note from Knowledge Partner

7.1. The Knowledge Partner(s) should submit their concept note(s) on any or all the Schedules/ Category of Skilling Pilots for women inclusion (as defined at para 2.3 above) covering the following broad information to show their knowledge, experience and technical capability to execute such project:

7.1.1. Purpose/Objective Statement of the Pilot/Services

- Pilot is proposed under which Category/ Schedule of Requirement (Name of Schedule) (
- Description of Proposed Pilot/service
- Purpose/Objectives of the Assignment: (Highlight how the proposed project would fit in with short-term and strategic goals of SANKALP under Inclusion)

7.1.2. Value Proposition (Innovativeness/ Scalability and Replicability)

- Innovativeness
 - Why you consider proposed concept note is innovative in nature?
 - What is the type of innovation proposed?
 - How is the proposed idea different from existing projects?
 - Which segments of the skilling value chain does the model suggest improvements on?
 - Does the idea contribute to cross-cutting themes along with inclusion? (Eg: Sustainable Development/ Partnerships etc.)
 - Financial Sustainability: What is the likelihood that project would continue after the initial grant-funding period is over?
- Scalability and replicability of the pilot
- Financial Viability of the pilot

7.1.3. Quality and Risk

- Outcome/ Impact of the pilot on the skill development ecosystem
- Risks
- Challenges

7.2. The total word limit for the concept notes submitted by Knowledge Partners should be a maximum of **2000 words, not exceeding 5 pages.**

8. Qualification/ Shortlisting Criteria

8.1. MSDE now invites eligible Government Organizations/ Non- Government Organizations (NGOs)/ Not-for-profit organizations(NPOs)/ Consulting firms/ Companies/ Societies/ Trust registered and based in India to indicate their interest in providing services for innovative skill training programs for women, for wage

employment, entrepreneurship development and/or both, as per objectives and requirement elaborated above.

- 8.2. Interested organisations should provide information demonstrating that they have the required competency, qualifications and relevant experience to perform the above-mentioned Services. The qualification and shortlisting criteria, sub- criteria and supporting documents to be submitted along with EOI are as follows:

I. Pre-Qualification Criteria (pass or fail criteria)

Sl. No.	Pre-Qualification Criteria	Documents Required to be Submitted with EoI
i.	Concept Note on the proposed Pilot/ Training Programme	Concept Note of Proposed Project under any or all the 3 Schedules, as per format given at Sl. No. 7 to be submitted
ii.	The Applicant along with Consortium partner (if any) should not be blacklisted by any Central Government / State Government / Government bodies/ World Bank.	Undertaking Certificate signed by the Authorized signatory on the letter head of the organization

- 8.3. Applicants meeting above criteria shall only be considered further for evaluation/ shortlisting for RFP stage based on criteria specified below.

II. Qualification/ Shortlisting Criteria

Sl. No.	Qualification Criteria/ Sub Criteria	Sub- Criteria Markings	Total Marks	Documents Required to be Submitted with EoI
A	Past experience of the Applicant (track record)		50	
1	Number of years' relevant experience in Skill development or a similar sector to be substantiated by numbers of similar completed contracts/ projects during this period	10 Years and above - 20 marks 8 Years and above -18 marks 5 Years and above -15 marks 3 Years and above - 10 marks less than 3 years - 0	20	Details of Core Business, relevant Work Experience and Assignments undertaken accompanied by copies of contracts or Completion Certificate by the clients
2	Demonstrated experience of carrying out similar innovative skill training programme for Women Inclusion/ underprivileged group/ capacity building for	5 and above similar projects -30 marks 4 similar projects -20 marks 3 similar projects -15	30	

	livelihood/ entrepreneurship etc.	marks less than 3	-0		
B.	Organization Background, organizational structure and General profile of qualification, experience of key staff (not individual CVs)			25	
1.	Organization Background and structure with number of key staff	5		5	Organisational background, Structure and Summary of general qualification, relevant experience of key staff.
2.	Qualifications of key staff	5		5	
3.	Relevant experience of key staff	15		15	
C	Overall financial strength of the applicant in terms of turnover, profitability and cash flow (liquid assets) situation			25	
1.	Turnover figure for last three years.	Average annual turnover during last 3 years is 5 Crores and above- 20 marks Average annual turnover during last 3 years is 3 Crores and above- 15 marks Average annual turnover during last 3 years is 2 Crores and above- 10marks Less than 2 Crores -0		20	Certificate from the statutory auditor/ Audited balance sheet/CA Certificate and profit loss statement
2.	Net profit figure for last three years	Positive profit figure during last three years- 5, otherwise - 0		5	

8.4. Apart from the above documents, the applicant is required to submit the Power of Attorney /authorization letter in the name of the Authorized Signatory of the EOI submitted.

8.5. **The Minimum Qualification marks for consideration of RFP stage is 70. Further, the applicants will be required to submit a concept note detailing their proposed model and how is it innovative, in order to qualify for the RFP stage.** Shortlisting of

agencies shall be carried out Schedule wise based on the qualification criteria mentioned above. However, in case of more than eight (8) agencies scoring above 70 marks in any Schedule, top 8 would be called for submission of RFP against each Schedule.

9. Procurement Method

- 9.1. Knowledge Partner (s) will be selected in accordance with the **Quality and Cost Based Selection (QCBS) method** as set out in the GFR, 2017 and Manual for procurement of consultancy and other services 2017 issued by Department of Expenditure, Ministry of Finance, Govt. of India. Request for Proposal (RFP) will be issued only to shortlisted qualified agencies against each Schedule after evaluation of EOI, to submit their detailed technical and financial proposals for the required services. **After detailed evaluation of technical and financial proposals received against each Schedule, only one Knowledge Partner would be finally selected and awarded contract against each Schedule upon completion of the RFP process. Therefore, it is anticipated that maximum three Knowledge Partners would be selected under this project based on EOIs/ response received and suitable participation under each Schedule.**
- 9.2. It is not necessary that RFP shall be called for all three schedules (Schedule I, II and II) required in REOI, and it depends on the quality of response received against each Schedule. Final TOR of the RFP shall be refined based on the concept note/ trainings proposed by the agencies in response to the REOI. MSDE reserves the Right to call RFP under any or all three Categories/Schedules accordingly from the shortlisted agencies.
- 9.3. The attention of interested Knowledge Partner is drawn to paragraph 1.9, 1.23 and 1.24 of the World Bank's [*Guidelines: Selection and Employment of Consultants \[under IBRD Loans and IDA Credits & Grants\] by World Bank Borrowers issued on January 2011 , revised July 2014*](#) ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest and Fraud & Corruption respectively.
- 9.4. Bidding Firms may associate with other firms to form consortium to enhance their technical qualifications. The submission should clearly state the same with the names of Lead Partner and partner(s).
- 9.5. Lead Partner shall be fully responsible for all contractual obligations against required services under this REOI.

10. EOI Online Submission Process and Timelines

- 10.1. The EOI containing the concept note along with supporting documents as per Qualification criteria mentioned above under Section- Eligibility Criteria as per format given at Annexure 1 and 2 of the document should be submitted online (only) on the

Portal <https://eprocure.gov.in/eprocure/app>. Manual submission of EOI is not permissible. The Applicant shall submit a digitally signed, encrypted and complete EOI.

- 10.2. **Deadline for online EOI submission is 1st September, 2020 till 3.00 PM.**
- 10.3. An authorized representative of the organisation shall digitally sign the EOI submission letter in the required formats and supporting documents. The authorization shall be in the form of a written power of attorney scanned and uploaded together EOI. The digitally signed and encrypted EOI shall be uploaded in the Procurement Portal as mentioned below, using valid DSC.
- 10.4. The EOI or its modifications must be uploaded on the portal no later than the deadline indicated for submission, or any extension to this deadline. The electronic system will not allow any EOI or its modification being uploaded after the due date & time as per server. Once the Proposal is uploaded on the Portal, the system will generate a unique identification number with the stamped submission time. The unique identification number with the time stamp represents an acknowledgement of the EOI submission.
- 10.5. **Other requirements are specified below:**
 - 10.5.1. The Knowledge Partner (s) must have Class III Digital Signature Certificate (DSC) with signing, and User-id of the e-Procurement website before participating in the selection process. The Knowledge Partner (s) may use their DSC if they already have. They can also obtain DSC from any of the Government of India's authorized Certifying Authorities. For user-id they have to get registered themselves on e-procurement website <https://eprocure.gov.in/eprocure/app> and submit their EOI online on the same. Offline bids shall not be entertained by the MSDE.
 - 10.5.2. For support related to submission of EOI on the Procurement Portal, the applicant may contact the 24x7 CPP Portal Helpdesk (Help Desk Number 0120-4001005) at the Portal <https://eprocure.gov.in/eprocure/app>.
 - 10.5.3. EOI document can be downloaded from <https://www.msde.gov.in/> and <https://eprocure.gov.in/cppp/>

11. Clarifications On REOI

- 11.1. The Applicant may request a clarification of any part of the REOI to MSDE by **12 August, 2020**. Any request for clarification must be sent in writing through email at sankalp-msde@gov.in.

12. Pre-Proposal Meeting

- 12.1. An Online pre-proposal meeting will also be organized to clarify concerns/ queries of prospective bidders through **NIC Webroom link (MSDE2)**, as mentioned below on **13 August, 2020 at 1500 hrs (3.00 PM)**.

<https://desktopvc.nic.in/flex.html?roomdirect.html&key=9gsbvOKTcF>

After clicking on the link, the conference can be joined after typing name of person/ Bidder interested to join the same. It will ask you to download the VidyDesktop software. It's recommended to use the Internet Explorer as the preferred browser. A brief manual / quick user guide to join the same is also attached at the end of this document.

- 12.2. Interested applicants may attend the same to clarify their concern, understand scope of assignment, responsibilities of either parties or other details of REOI. Attending the pre-proposal meeting is optional.
- 12.3. MSDE will compile and respond to all the clarifications/ queries in writing to all prospective Agencies latest by **20 August, 2020**.

13. Summary Rejection

- 13.1. It is expressly made clear that mere submission of EOI, eligible or not eligible, shall not confer any right whatsoever on any such entity. Any EOI submitted by an Applicant/organisation, which fails to satisfy the eligibility requirements set out in the Clause No 4 above, is liable to be rejected summarily.
- 13.2. The MSDE reserves the right to accept or reject any proposal and to annul the procurement process and reject any or all proposals at any time prior to award of contract, without thereby incurring any liability to the affected Applicant/s or any obligations to inform them of the grounds for the MSDE's action.

Annexures

Annexure 1

Form – 1: Covering letter of EoI

(To be submitted on the Letter head of the Applicant)

To

Director

Ministry of Skill Development & Entrepreneurship

3rd Floor, Shram Shakti Bhawan,

Rafi Marg, New Delhi-110001

Ref: EoI Notification dated 04 August 2020

Application/ EOI submission for (.....**Name of Schedule(s)**.....)

Subject: EOI for the Selection of Knowledge Partner(s) for Design and Implementation of Innovative Skill Development and Entrepreneurship Pilot Programmes for Women Skill

Dear Sir/Maam,

1. Having examined the EoI document, we, the undersigned, herewith submit our response to your EoI Notification dated 04 August, 2020 for **Selection of Knowledge Partner(s) for Design and Implementation of Innovative Skill Development and Entrepreneurship Pilot Programmes for Women Skill for SANKALP project of MSDE**, in full conformity with the said EoI document.
2. We have read the provisions of the EoI document and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our EoI shall not be given effect to.
3. We agree to abide by this EoI, consisting of this letter, the detailed response to the EoI and all attachments, for a period of 90 days from the closing date fixed for submission of proposal as stipulated in the EoI document.
4. We would like to declare that we are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment and we are not under a declaration of ineligibility for corrupt or fraudulent practices.

5. We hereby declare that all the information and statements made in this EoI are true and accept that any misrepresentation contained in it may lead to our disqualification.
6. We understand that MSDE is not bound to shortlist / accept any proposal received in response to this EoI.

Our correspondence details with regard to this EoI are:

No.	Information	Details
1.	Name of the applicant (Lead Partner)	
2.	Name and Details of Consortium including Lead Partner (if any)	
3.	Address of the applicant	
4.	Name, designation and contact address of the person to whom all references shall be made regarding this EoI	
5.	Telephone number of the contact person	
6.	Mobile number of the contact person	
7.	Email ID of the contact person	

We hereby declare that our proposal submitted in response to this EoI is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Sincerely,

[Applicant's Name with seal]

Name:

Title: Signature

Date:

Form-2: Details of the applicant's Operations

S. No.	Information Sought	Details to be furnished	
1	Contact Details of the Applicant along with consortium (If any)		
	Name of the applicant		
	Name of Schedule(s) / Category applied for (refer below): <ul style="list-style-type: none"> • Schedule I - Innovative Pilots for Wage Employment • Schedule II - Innovative Pilots for Sustainable Livelihood/ Entrepreneurship Development • Schedule III - Innovative Pilots for both Wage Employment and Entrepreneurship Development 		
	Address		
	Telephone, Mobile No		
	Email		
	Website		
2	Business Information about the Applicant's Operations along with consortium (if any)		
2.1	Incorporation/registration Information of Applicant along with consortium (if any)		
	Incorporation status of the firm (Society /NGO /Trust/public limited / private limited, etc.)		
		Date of registration	

	Details of organisation/ company registration (Attach the photocopy of the registration)	Registration Reference No.	
	Details of registration with appropriate authorities for service tax/GST, PAN and other statutory taxes/duties (for each provide date of registration, registration reference/number and photocopies and any other relevant detail)		
2.2	Turnover/Budget outlay (as specified at para 4): as revealed in Audited Annual Financial Statements		
	Financial Year	(Amount in rupees crores)	
	FY 2019-20 (Certified, if Audited not available)		
	FY 2018-19 (Audited)		
	FY 2017-18 (Audited)		
	Average (rupees crores) for the last 3 FY		
2.3	Certificate from the statutory auditors/ Chartered Accountant certifying the turnover/ profits/ revenue for last three (3) financial years, as above.		
2.3	Details of all major and similar assignments undertaken to support the short-listing criteria accompanied by copies of contracts/completion or acceptance certificate(s) as specified at para 8.		
2.5	Brief CVs of in-house Core Technical Experts having similar experience to establish capability of executing the project as specified at para 8		
2.6	Concept Notes of proposed training by Knowledge Partner in ANY or ALL of following categories		

	<ul style="list-style-type: none">• Schedule I- Innovative Pilots for Wage Employment• Schedule II- Innovative Pilots for Sustainable Livelihood/ Entrepreneurship Development• Schedule III- Innovative Pilots for both with combination of Wage Employment and Entrepreneurship Development
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Please attach other / all relevant supporting documents as mentioned in the shortlisting criteria above at point 8 of the REOI document.

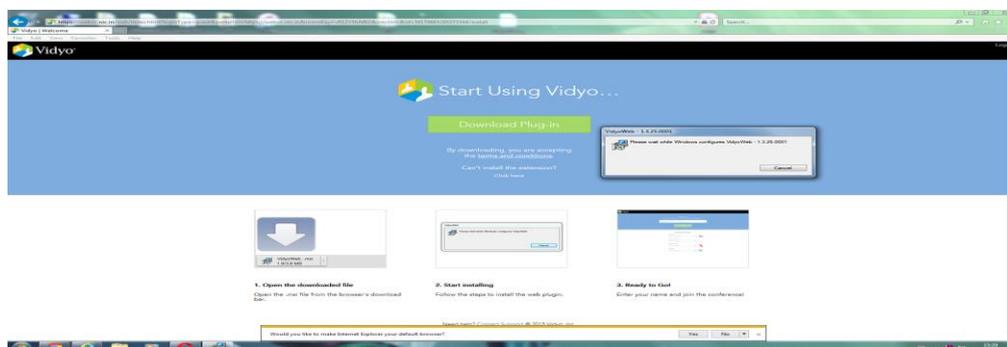
Annexure – A

Quick User Manual to use Desktop Videoconference for Ministry/States

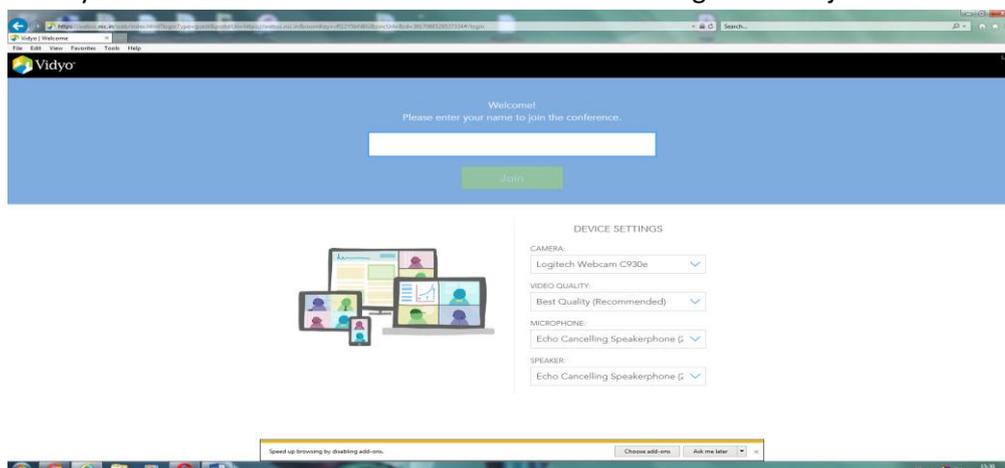
- Ministry/Department officials can use the desktop Video conference facility for group meetings by sharing the Web Room Link through mail/WhatsApp and joining the meeting in scheduled time.
- Three/Five Web Room links will be created for each Ministry/Department with a capacity to host 50 participants in each web room.
- The pre-requisite requirement at each location is :
 - ✓ User should have minimum Internet connection of 2 Mbps from any service provider (Broadband/4G etc)
 - ✓ A Desktop/Laptop working in windows (Recommended).
 - ✓ Wired Earphone/Headphones with Microphone (Strongly recommended) or External USB camera & Speaker cum microphone.

Steps to join VC meeting

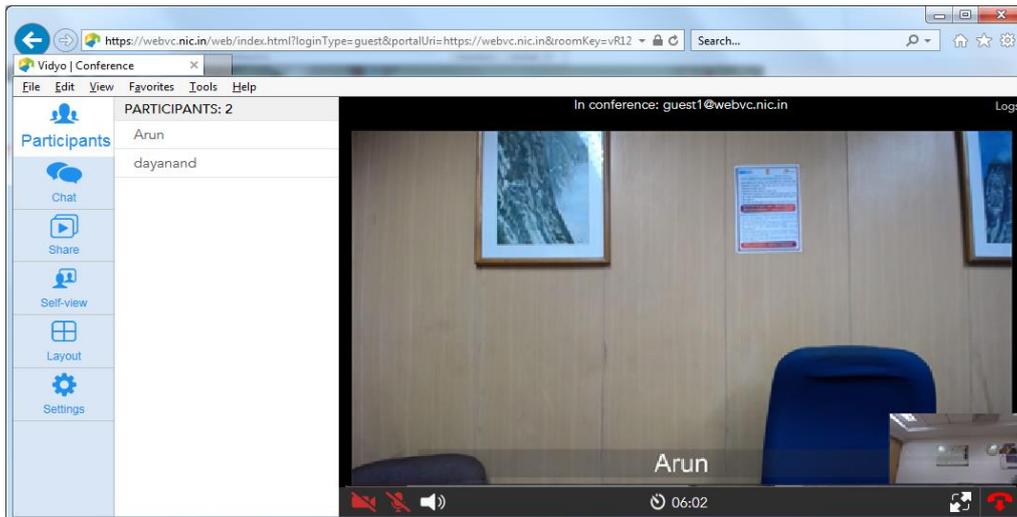
1. The Web Room link will look like <https://webvc.nic.in/flex.html?roomdirect.html&key=vR12Y5bNBG>. Copy the link and join meeting using only **Internet Explorer**.
2. It will asked to download a software plugin as shown below. Please do install and run it.



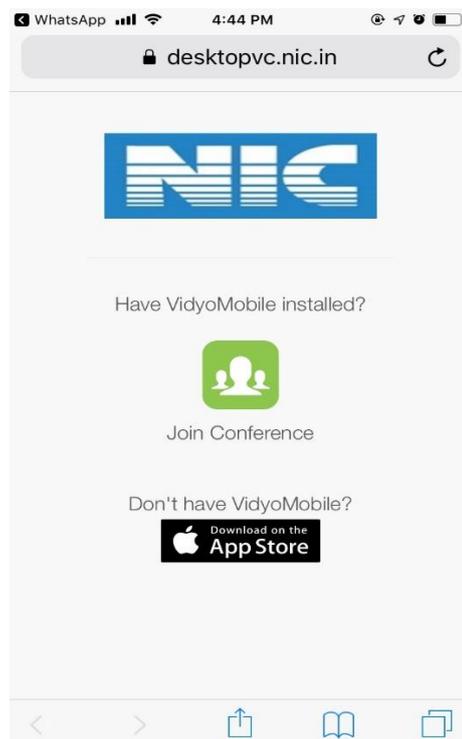
3. Enter your name. select the audio and video devices being used and join videoconference.



- Please see the control menu to manage the conference. **Keep your microphone muted and unmute only when you speak.** You can chat or share desktop screen.



- Joining from Mobile devices : Click on the link on your mobile device. It will asked you to join the conference. It may asked intalled Mobile App (**VidyoMobile**). Installed the VidyoMobile and click on link to join VC.



- Disconenc the call when the conference is over to make the resouce free for others.

Helpdesk Number 011-24305767 (Email : vc-delhi@nic.in)

----- End of Document -----