



Expression of Interest

Training and Placement Partners for Skilling PwD Beneficiaries

Nasscom Foundation

EXPRESSION OF INTEREST

Empowering PwD beneficiaries by skilling them on digital skills and placing them with meaningful job

Nasscom Foundation plans on implementing projects through NGO/for profit partners in Karnataka, Telangana and Maharashtra

Goal – Improving the lives of persons with disabilities (PwDs) and their families through technology-based center based skilling initiative and enabling sustainable livelihood opportunities.

Objectives –

- ❖ To train and upskill people with disabilities in foundational digital skills
- ❖ To enable and facilitate sustainable livelihood opportunities for PwDs

From: Nasscom Foundation

RFP No.: <NF/FY 23-24/Skilling/05>

Date: 04th August 2023

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8. When any proposal is submitted pursuant to this EOI, it shall be presumed by nasscom foundation that the implementation partner has fully ascertained and ensured about its eligibility to provide required services, under the respective governing laws and regulatory regimen, and it has the necessary approvals and permission, and suffers no disability in law or otherwise to act as such.

CONTENT

Contents –

1. BACKGROUND	4
2. AN OVERVIEW	4
3. ABOUT THE PROJECT	4
4. INVITATION FOR PROPOSAL	4
5. EOI SUBMISSION SCHEDULE & TIMELINE	5
6. DETAILS OF EOI	5
7. LOCATIONS FOR PROGRAM REACH OUT	6
8. DELIVERABLES & TIMELINES	7
9. PROPOSAL FORMAT:	7
10. RESOURCE REQUIREMENT	Error! Bookmark not defined.
11. IMPLEMENTATION PLAN: Detailed activity schedule.....	9
12. ORGANIZATION BACKGROUND / OVERVIEW	9
13. FINANCIAL PROPOSAL FORMAT.....	9

BACKGROUND

Established in 2001, we have witnessed how technology has brought about a transformative impact on people's lives, particularly those on the marginalized segments of society. As a non-profit organization representing the Indian IT industry, our unwavering commitment lies in our core philosophy of TechForGood. Transformation of communities through technology form the very cornerstones of all the nasscom foundation's programs.

Nasscom Foundation's 'Skilling and Employability Program' ensure that all of India including the youth, women, individuals from the LGBTQAI+ communities and PwDs have the new-age technological and contemporary skills crucial to meeting the demands of the booming sector and enhancing workplace productivity.

AN OVERVIEW

Equitable opportunities for person with a disability (PWD) in education and economic empowerment through sustainable livelihood opportunities are right to live with dignity. Nothing, more than education and meaningful employment, has the potential of breaking down the walls built around self.

Most of the companies today have very strong CSR programs through which there is a special focus to hire a person from PWD category. Also, due to technological shift companies are looking for skilled workers with digital skills and make their workforce more inclusive.

While the WFH and PWD friendly infrastructure becomes the norm, more and more organizations are looking at hiring PWD candidate for equitable opportunity.

ABOUT THE PROJECT

- Overall goal is to improve the lives of Persons with Disabilities (PwDs) and their families through technology-based, center based skilling initiative and enabling sustainable livelihood opportunities.
- To empanel "**Training and Placement Partners for Skilling PwD Beneficiaries**" in the digital skills. The PwD candidates shall be trained and upskilled on the digital skills thereafter equitable livelihood opportunities will be provide to them in the form of placement.
- The digital training and to seek employers for the trained beneficiaries of digital upskilling cohorts thus aims at empowering the PwD candidates with sustainable livelihood opportunities.
- The partner would provide training and employment opportunities to PwD candidates in Karnataka, Telangana and Maharashtra in various jobs suitable as per the disability of the candidate which includes:

The indicative timelines of the project are as follows:

Particulars	Timeline
Project Commencement Date	16 th August, 2023
Project End Date	31 st December, 2023

PLEASE NOTE THE COMMENCEMENT DATE IS TENTATIVE AND MAY BE ADVANCED OR DELAYED DEPENDING ON THE CIRCUMSTANCES

1. INVITATION FOR PROPOSAL

Inviting proposals from **Training and Placement Partners for Skilling PwD Beneficiaries** to provide placement-linked training in the foundational digital skills for various job roles to enhance their overall family income.

We are looking at implementation partner/s with below mentioned criteria:

- Experienced in project planning and implementation of skill based training of the PwD candidates within the timelines.
- Experienced in the community mapping and mobilization, imparting digital training (center based/online both) for the PwD candidates. Experience in handling the PwD candidates both virtual and in person.
- Have a dedicated Learning management system with effective courses and curriculum in various foundational digital courses
- Experienced in providing job and placements to the PwD candidates
- Experience in providing soft skills training and preparing candidates for interviews, groom them on professional skills and bring confidence to face any challenge in interview and in life.
- Strong connects with industry and organizations for placement & recruitment of trained PwD candidates. (minimum 3-5 years' relevant experience with some success matrix)

2. EOI SUBMISSION SCHEDULE & TIMELINE

The following table is an overview of the selection activities and timeline.

ACTIVITY	TIMEFRAME
EOI Release Date	04 th August 2023
Intent to proposal Email must be sent to rpforskills@nasscomfoundation.org	08 th August 2023
Any follow up questions must be sent to rpforskills@nasscomfoundation.org	08 th August 2023
One (1) electronic copy of the EOI Response must be submitted to nasscom foundation via email by close of business date <> rpforskills@nasscomfoundation.org	
Bid comparisons / Vendor finalization	10 th August 2023
Contract Declaration	14 th August 2023

3. DETAILS OF EOI

S N.	Particulars	Details
1	Scope of Work	<ul style="list-style-type: none"> • Improving the lives of Persons with Disabilities (PwDs) and their families through technology-based center based skilling initiative and enabling sustainable livelihood opportunities

		<ul style="list-style-type: none"> • Identification, community mapping and mobilisation of 250 PwD beneficiaries interested to upskill themselves in the digital skills and getting an employment after the training. • Training completion of 100 PwD beneficiaries in the selected course • Certification of 100 PwD beneficiaries in the digital skills course • 60% placement of the 100 trained and certified PWD beneficiaries • Offer letters, Conditional offer letters and On job training availability for the trained and certified beneficiaries • Market Linkages and Employment Outreach – Job drives / Melas / Number of companies reached • Post Placement linkages and retention – Monthly Tracking of Beneficiaries, for up to 3 months
2	Profile of the Beneficiaries	<ul style="list-style-type: none"> • PWD beneficiaries with locomotive/visual/or any other disability in the age group of 18 to 40 years • Graduates or final year students with any stream of education as per feasibility • Person with disabilities who are dropouts (School & Colleges) • Person belonging from Karnataka, Telangana, Maharashtra* (* to be finalised when the project commences)
3	Proposals Requested by	Nasscom Foundation, Plot 7 to 10, Sector 126, Noida – 201303
4	Period of Validity of Proposal	The proposals shall be valid till 31 st December 2023
5	Tenure of Contract	Tenure of Contract would be effective from the date of agreement till 31st December 2023

4. LOCATIONS FOR PROGRAM REACH OUT

State (Either one, two or all)	No. of Beneficiaries to be trained and placed
Karnataka, Telangana and Maharashtra	100 PWD beneficiaries to be mobilised, trained, certify and placed in various job roles with 60% placement rate.

5. DELIVERABLES

1. Project planning and design
2. Content Finalization
3. Mobilisation of PWD beneficiaries
4. Need Analysis
5. Student enrolment and batch formation
6. Pre Training assessments
7. Training of the beneficiaries – Hybrid model
8. Post Training assessments
9. Certification
10. Profiling for the beneficiaries
11. Job Evaluation of the beneficiary
12. Employers mobilization drive/special drives/Job fair facilitation etc.
13. Placement and minimum 2 offer letter (Conditional offer letters and/or On Job training)
14. Ensure and track retention of the placed candidates for 3 months

6. PROPOSAL FORMAT:

Following details to be included in the proposal:

- Cover Page
 - Section 1 - Implementation Partner Details

To be filled in by the Requesting Organization:

i.	Name	
ii.	Registered Address	
iii.	Tel.No./Fax No./E-mail ID	
iv.	Constitution (Society/Trust/Company - Please indicate.)	
v.	Is the organization a “For Profit Organization” or “Not for Profit Organization”	
vi.	Tax Exemption Details (If any)	
vii.	Registration details: Act under which registered, State, date of registration	
viii.	Registration Number/ CIN Number with date of and address of registration	
ix.	Does organisation has 80G Certificate	

x.	Does Organisation has 12A Certificate	
xi.	Does Organisation has FCRA Certificate	
xii.	Has a Government Department/ Ministry ever blacklisted or imposed funding restrictions on the organization? (Please provide details, if yes)	
xiii.	Does nasscom foundation & your organization have had/would have any previous partnership?	
xiv.	Does the organization have audited Accounts & Balance Sheets for the last three years, indicating receipts, payments, closing balance, income -expenditure statements	
xv.	Certificate of agency that members are not involved in political activities, nor being blacklisted	
xvi.	A certificate to the effect that the officials / staff of the organization are not employees of any Govt./Semi Govt. or PSU.	
xvii.	Certificate of agency that contribution received from nasscom foundation would be used only for given project .	
xviii.	List of Trustee and Directors and Board members and Managing Committee	
xix.	Provide prior experience in reaching out to communities in Delhi-NCR, Karnataka, AP & Telangana, please mention details	
xx.	Mention any prior experience in reaching out / addressing the communities for similar interventions. please explain/ attach report	
xxi.	Share references of the organisations where work for similar interventions have been concluded for. (if possible, please share completion report/ work order/ contract)	
xxii.	Due Diligence documents as per Annexure 1	

- Section 2 - Approach and Methodology
 - Organizational Understanding of the objectives of the Project
 - Detailed approach & methodology to execute the project including work steps, Gantt chart.
- Section 3 - Implementation Partner's Placement Network & Infrastructure
 - Availability of required Infrastructure (PC's/Internet/Office equipment & Furniture) if required to support beneficiaries who don't have access to any device or required for practice
 - Capability towards Data Analytics, Dashboards and real time reporting
- Section 4 - Implementation partner – Operation Structure
- Section 5 – Resource Structure

7. **IMPLEMENTATION PLAN:** Detailed activity schedule to be shared by the partner

8. **ORGANIZATION BACKGROUND / OVERVIEW**

9. **FINANCIAL PROPOSAL FORMAT**

Detailed budget breakup to be attached, including personnel cost, placement costs, job melas and other costs etc.

* Points to be noted for submission of proposals:

Detailed Budget in prescribed format:

Budget Head	Budget Line Item	Unit Cost	Units	Total
Personnel Cost	Project Manager			
	Senior Executive			
	Placement coordinator			
	Personnel – Name Type			
TOTAL A				
Training, Curriculum design, LMS, Placement Cost etc.	Content and Curriculum design			
	Training			
	Assessment and Certification			
	Placements			
TOTAL B				
Operational Cost				
TOTAL C				
Total Budget A+B+C				

1. Nasscom Foundation shall have a right at any time to validate, check and audit either itself or through an independent third party, the utilization of funds by the selected bidder who is awarded the contract.
2. The selected bidder on award of the contract will have to furnish data validation and proof of completion of training, proof of placement etc.
3. All the expenditure will be subject to audit and nasscom foundation would have the right to disallow any expenses. The biodata of the personnel assigned along with their experience in the domain should also be provided prior to their selection for the project.
4. Any expense made in excess of the line items shall be subject to prior approval from nasscom foundation
5. All the out of pocket expenses and travels shall only be reimbursed on actuals.
6. If any of the facts or information is found to be false or incorrect nasscom foundation has a right to terminate the contract
7. Please provide as much as details as possible

For the interested organization, one electronic copy of the EOI response must be submitted to nasscom foundation via official email address of the authorized person of the organization by close of business **Date – <08th August>, 5:30 PM IST to rfpforskills@nasscomfoundation.org.**

Please note that no personal calls or emails will be entertained in relation to the submission of the proposals.

Annexure 1 – Due Diligence Documents list to be included:

<i>Organisational Requirement</i>
MOA
AOA
Certificate of incorporation/Registration (Should be older than 3 years)
Shop Establishment Proof
12A & 80G registration
Shareholding pattern
Minutes of last board meeting held
Board composition
Organisational Policies (procurement, HR, Finance)
Audit report of last 3 FY
Audited Financials for last 3 FY
IT & TDS returns of last 3 years
GST returns of last 3 years
PF Returns
Major clients and details(MOU) in past 2 years
Client reference
CSR /FCRA registration & renewal
<i>Further requirements</i>
Draft financials for Current year
Current monthly GST return
Bank Statement
Cancelled Cheque/Bank account confirmation