

Request for Proposal

Government of Tripura
Directorate of Skill Development
Department of Industries & Commerce
Indranagar, Agartala-799006
Phone: (0381)2353166
e-mail: skilltripura@gmail.com

NO. F.5 (82)/TSDM/2017/ 12,765

Dated: 13th/08/2020

Request for Proposal is invited from the NSDC registered Training partner or NSDC registered Training providers for conducting RPL Training for the workers engaged in construction sector under BOWC fund for the State of Tripura. The eligible interested agencies may submit proposals in sealed envelope as per prescribed format by 7th September 2020, 5:00 P.M.

The complete RFP document may be downloaded from State Government portal www.tripura.gov.in. or from Tripura Tenders website

Sd
Director
Skill Development

[Handwritten signature]
13/08/2020

(6)

Directorate of Skill Department
Department of Industries and Commerce
Indranagar, Agartala-799006
Phone: (0381) 2353166, Fax- (0381) 2353167, email: skilltripura@gmail.com

NO. F.5 (82)/TSDM/2017/ 12,766

13th August 2020

Request for Proposal

Directorate of Skill Development, Government of Tripura invites '**Request for Proposal (RFP)**' from the interested facilitator agencies for submission of Proposal for conducting RPL training under BOWC Fund in FY 2020-21.

The objective of this RFP is to organise Skill Development training for Unregistered/Registered workers of Construction sector through government / private facilitator agency in the state of Tripura. The skill development trainings shall be in compliance with the guidelines of RPL component of PMKVY 2.0

Interested training provider cum facilitator agency may submit the sealed proposal to the office of the undersigned, super scribed with '**Project Application for conducting RPL Training for the Unregistered/Registered in Construction sector of the state**'. The facilitator agencies are expected to submit the project proposal in the prescribed Project Application Form (PAF) enclosed in Annexure I. The soft copy of the same document shall be sent to skilltripura@gmail.com. The project proposal would be presented in front of Project Approval Committee (PAC). The PAC reserves all the rights to reject any proposal / allocate any number of targets to any participated agency.

The job role wise details of the RPL training which needs to be undertaken are mentioned below:

Sl No	Job role	Duration in Hrs.	Numbers of candidates
1	Bar bender & Steel fixer	80	300
2	Assistant electrician	80	100
3	Mason General	80	300
4	Construction painter	80	100
5	Plumber general	80	100
6	Mason Tiling	80	100
		Total	1000

* The training centre has to be set up in the ongoing construction sites or within one km of the construction site.

Eligibility for participating in the "RFP" for conducting RPL Training under BOWC fund during FY 2020-21 in Tripura is follows:

- 1) Any NSDC, registered Training Provider may apply for conducting RPL training for the workers in the construction sector in Tripura.
- 2) Facilitator agency or Training provider should have specific infrastructure with all the equipments in training location as per SSC guideline for the applied job role.
- 3) Facilitator agency or Training provider should have relevant past experience for conducting skill training under RPL component.

- 4) Preference will be given to the experienced training partner who has the experience (minimum two years) in implementing RPL in construction sector (under PMKVY 2.0./SSC). In any circumstances, the competent authority reserves the right to decide at its own discretion.
- 5) Facilitator agency or Training Provider should have relevant past experience for conducting RPL training in North Eastern states in the construction sector.
- 6) Facilitator agency or Training Provider should have ToT certified trainer for the applied job roles for conducting RPL training in the State.
- 7) Facilitator agency should have yearly turn over more than Rs 20,000,00 (Rupees Twenty Lakh) in last three years.
- 8) The Training provider shall submit a **refundable Demand Draft of Rs.50000/- (Rupees Fifty Thousand Only)** in favour of "**DDO, DSD**" during submission of RFP proposal.
- 9) The RFP proposal should be submitted to the office of the undersigned on or before 7th September 2020 by **5.00 PM**. Application received after the given time will not be accepted.

The RFP is open to all entities that fulfil the eligibility criteria as above mentioned. The proposal will be evaluated based on the scoring criteria and preferences mentioned in Annexure II.

The evaluated proposals will be presented to State Project Approval Committee (SPAC). The SPAC will review all the received proposals and will provide the final recommendation list with approval from competent authority. Please be informed that submission of this application does not mean or indicate any commitment of approval /allocation of target for the said project.

Directorate of Skill Development reserves all the rights to cancel the application / penalize the facilitator agency if any information is found to be incorrect/false during and after project execution, at its sole discretion and without assigning any reason. DSD also reserves right to cancel the RFP at any point of time without providing any explanation.

Kindly note that the facilitator agencies under this RFP will not guarantee allocation of work and DSD will assume no liability or cost towards it. DSD makes no commitments, express or implied, that this process will result in a business transaction between anyone

Sd/-

The Director

Skill Development

ITI Road, Indranagar, Agartala, 799006, Tripura (West Tripura)

Tel: (0381) 2353166, Fax- (0381) 2353167, Email: skilltripura@gmail.com

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Brief objective of this RFP:

Individuals engaged in the construction sector (registered and unregistered) with prior learning experience or skills shall be assessed and certified under the Recognition of Prior Learning (RPL) component of the BOWC funded Scheme. RPL aims to align the competencies of the unregulated workforce of the country to the NSQF course curriculum and to address knowledge gaps, facilitator agency may offer Bridge Courses and orientation course to RPL candidates.

Recognition of Prior Learning (RPL) is the process of recognizing previous learning, often experiential, towards gaining a qualification. RPL majorly, not mandatorily, focuses on the individuals engaged in unorganized jobs like Construction Workers/Laborers etc.

The objectives of RPL are primarily three-fold:

- I. To align the competencies of the un-regulated workforce of the country to the standardized National Skills Qualification Framework (NSQF)
- II. To enhance the career/employability opportunities of an individual as well as provide alternative routes to advance skill training
- III. To provide opportunities for reducing inequalities based on privileging certain forms of knowledge over others.

However in order to establish Recognition of Prior Learning (RPL) and to further substantiate the acquired knowledge, DSD has decided that merely a certificate is not the need of hour and it should be accompanied with brief holistic knowledge refresher. Thus it was decided that under DSD "RPL with Bridge Course and Orientation Course" will be implemented in the State of Tripura and not just a mere RPL.

RPL Guidelines prescribed and implemented by DSD:

All the Definitions, Terms and Conditions as explained herein below will be subject to process and cost norms of DSD and other prescribed guidelines as declared on DSD website and as amended time to time.

Course Curriculum: TPs shall only implement RPL based on the NSQF aligned NOSs. National Occupational Standards (NOSs) specify the standard of performance an individual must achieve when carrying out a particular activity at the workplace, together with the knowledge and understanding they need to meet that standard consistently. Each NOS defines one key function in a job role. In its essential form, NOS describes functions, standards of performance, and knowledge / understanding. TPs to develop job role wise course curriculum based on the NOS and get the approval from DSD prior to implementation of the project.

1. RPL Project types and process

Facilitator agency shall implement RPL through type 1 mentioned in Table below. The project types having responsibility :

Project Type	Target Group	5- Step RPL Process
Type I		STEP 1: Mobilization STEP 2: Pre-Screening and Counselling STEP 3: Orientation plus Bridge Training STEP 4: Final Assessment STEP 5: Certification and Payout (STEPS 2-5 to take place at a temporary RPL Camp set up by PIA within the cluster)

2. Training Duration:

2.1 Orientation: Facilitator agencies are to ensure that each enrolled candidate mandatorily undergoes a 12 hour orientation which will include Pre assessment of candidate's knowledge through Viva voice (Question paper would be set up by Assessor Agency) , Practical activity text and domain specific training-Theory Class. Knowledge gaps identification during the orientation stage is mandatory. Assessor Agency would give a score against the (each question) viva voice and practical activity .TP should collect and submit the score card pre and post assessment to DSD.

Distribution of Job role specific kit: TP shall provide a special kit to all the candidates during orientation programme. Pay out for orientation is inclusive of job role specific kit.

- Writing Pad and Pen
- Safety Jacket
- Cap
- Gloves
- Safety Shoe

2.2 Bridge course: Over and above the mandatory 12 hours of Orientation, the TP should give bridge course training for 68 hours in Qualification Pack (QP) based on the knowledge gap which has been identified during the orientation session to all the candidates. The curriculum to be customized by TP (referring the QP and model curriculum) and should be approved by DSD.

3. Payout:

a. Cost for Orientation course:

S. no.	Pay-out to TP	Max Ceiling cost in Rs.
1	a. Mobilization (max. Rs.50) b. Orientation Class no max. ceiling c. Job Role Kit (max. Rs.950): The kit would include handbook, notebook, safety boots and Helmet. d. Branding and Publicity (max. Rs.50)	1,500

b. Cost for Bridge Course Training: For conducting 68 hours bridge course an amount of Rs. 42.35 per hour per candidate would be reimbursed to TP.

The hourly rate shall be inclusive of cost components such as:

1. Development of Course Curriculum and distribution of handbook to all the candidates
2. Teaching aid
3. Raw Material
4. Salary of Trainers etc.
5. Salary of Staff
6. Special tool
7. Infrastructure and Rent of the training premise, if any

4. Implementing Partner:

DSD will select facilitator agency for implementing RPL with Bridge Course and orientation. Facilitator agency will responsible for implementation and have to submit monthly progress report to the DSD.

5. Eligible Beneficiaries:

- Registered construction workers with BOWC/PWD/RD and unregistered workers in the construction sector. TP has to procure the registered construction workers list from BOWC.
- On the date of enrolment, fits the minimum age criteria as per the Qualification Pack (QP) requirements. However this will not be a mandatory condition but a preferable condition
- Possesses an Aadhar Card and an Aadhar seeded/linked bank account.

6. Wage Loss Compensation:

- DSD will directly transfer the wage loss compensation to the bank accounts of candidates participating and those who have secured a minimum of 50% marks in assessment process under RPL with Bridge course.
- The facilitator agency will have to submit wage loss declaration on behalf of candidates along with the mark sheet.
- Wage loss will be applicable as per rates prescribed in DSD Process and Cost Norms as amended time to time.

7. Branding and Publicity:

- Facilitator agency will be responsible for the branding, marketing and publicity of RPL under DSD through print and digital media and also at the training centres.
- Facilitator agency will be responsible for the arrangement of necessary collaterals for branding and communication in accordance to the DSD Branding Guidelines.

8. Training Infrastructure:

The facilitator agency shall arrange the necessary training infrastructure and required laboratory/equipment at the RPL location, as per the requirements of the job role or as per guidelines of DSD if any. Facilitator agency shall ensure that the overall training infrastructure especially the training aids for the proposed job role is as per the industry benchmark. The training centres are to be created in the construction sites or within one kilo meter of the construction site. The training centre details are to be submitted with proposal along with proposed batch size.

9. Assessment & Certification:

A. Pre Screening

Facilitator agency is to conduct a robust and thorough pre-screening of the candidates to ascertain which job role matches with their prior knowledge and experience most and to identify knowledge gaps, if any. The pre-screening process is divided into two parts:

Part 1: Collection of supporting documentation and evidence from the candidate - personal information required as per the DSD requirement, and the supporting documentation that may be available for the job role.

Part 2: Candidate self-assessment –

1. Facilitator agency will design a self-assessment sheet for each job role. Questions are to be based on the Core NOSs of the job role.

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II. Facilitator agency is to evaluate the existing skill sets and experience of the candidates based on the pre screening format for each job role. Facilitator agency shall conduct the candidate self-assessment for each candidate.

All these pre screening forms are to be submitted to DSD while submitting the invoice.

B. Final Assessment-

DSD shall identify the assessor agency/individual to conduct assessment of the candidates. The fees for assessment shall be paid by DSD directly to the assessors.

Note: For any candidates who fail in the assessment process, there will not be any re-assessment process for such candidates. However, they can opt for mainstream domain skilling to get trained and certified.

10. Requirement of ToT Certified Trainer:

The Trainer must be SSC certified trainer in the mentioned job role for Orientation and Bridge Course Classes. The certified trainers CV have to be submitted for each job role while submitting the proposal.

11. Pay-out for Training -Release of Funds:

All the payout will be done for the respective batches and the invoices are to be raised for each batch.

Tranches	% of Total Training Cost Per Candidate	Output Parameters
1	80%	On Successful Certification of Candidate
2	20%	On Successful Submission of Evidence Based Proofs of Certificate Distribution Ceremony (Batch-wise Photos of Candidates with Certificates & Video of Certificate Distribution Ceremony)

12 Mobilization & Counseling: Labour Department in coordination with Rural Development, & Public Works Department (PWD), Government of Tripura will share the location wise list of registered construction workers with concerned TP. TPs shall be responsible for finalising the batch in discussion with PWD/AMC/RD/District Administration. The concerned Training Partners will counsel and screen the candidates from the location wise list of registered construction workers for final training.

13. Batch Size: Minimum Batch Size- 20 and Maximum Batch size- 50.

14. Certificate and Mark sheet Distribution: Facilitator agency shall conduct a Certificate and Mark sheet Distribution Ceremony for Candidates. Facilitator agencies have to ensure the presence of each candidate. Facilitator agencies are to submit geo tagged images and videos to DSD in form of a CD/DVD with invoice printout.

15. Assessment & Certification:

To ensure independent and unbiased assessment an independent Third party assessor would do the assessment of candidate. Certification would be done jointly by DSD, Labour Department, Rural Development and Public Works Department. TP would take care about the printing and distribution of certificates. Passing Percentage for all the courses is 50%. The amount for bridge course would only be released to TP for passed candidates.

Particulars	Cost in Rs.
Assessment Cost	250
Certification Cost	50
Total	300

16. Monetary Incentive: A monetary reward of Rs. 250 per candidate would be given to all the candidates for attending the training for entire duration of Training.

Particulars	Cost in Rs.	No. of days	Total cost per candidate (in Rs.)
Maximum reward	250 per day	10	2500

16 Monitoring:

- Continuous monitoring system linked to a Consequence Management Framework will be applicable to ensure adherence to quality standards and guidelines of the Scheme. Monitoring will be conducted through MIS Portal along with physical inspection by DSD to ensure quality of Training.
- TPs have to submit geo tagged pictures and videos of the RPL training daily to DSD.
- Officials of Labour Department may also conduct necessary monitoring to check quality of training.

Proposal shall comprise of following forms:

Annexure I: Covering Letter with Correspondence Details

Annexure II: Details of the organization and eligibility related information along with an index and page numbers

Annexure III: Affidavit A

Annexure I

Covering letter for submission of RFP for conducting Skill Development Training under RPL component of PMKVY 2.0 during FY 2019-20 in Tripura:

To
The Chairman,
State Project Approval Committee (SPAC)
ITI Road, Indranagar,
Agartala, West Tripura-799006

Sub: Submission of proposal for conducting RPL Training under BOWC Scheme in FY 2020 -21 in Tripura

Sir,

This is with reference to your advertisement inviting RFP for conducting RPL Training under BOWC Scheme in FY 2020 -21 in Tripura. We, the undersigned, offer to provide the services for the above in accordance with your "Request for Proposal", dated...../...../2020. Please find below the details of our agency for your consideration.

We are hereby submitting our Proposal. We understand that you are not bound to accept any proposal you receive. We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading the target allocation process or unduly favors our company in the target allocation process, we are liable to be dismissed from the Proposal selection process or termination of the contract during the project.

We agree to abide by the conditions set forth in this Request for Proposal. We hereby declare that our proposal submitted in response to this RFP 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
Designation
Signature



Annexure II

Project Application Form (PAF)**A. APPLICATION PROFILE**

Provide a brief profile of the Application in the format mentioned below:

1.1. Name of the Facilitator agency	
1.2 Type of the Facilitator agency (Government Institute/Company/Firm/Society/Trust/Proprietorship)	
1.3 Name and contact details of the Authorised Signatory of the Facilitator agency	
1.3.1 Relevant years of experience in skill development training domain particularly in RPL (under PMKVY/SSC)*	
1.4 Address of head office	
1.5 Any other office location in the state, if any	
1.6 Brief description of areas of operation of the Facilitator agency / Facilitator agency profile (is not more than 100 words)	
1.7 Name of the SPOC	
1.8 Contact details of SPOC	Contact no: Email ID:
1.9 Office address of SPOC	
2.0 Job roles applied for	1. 2. 3. 4. 5. 6.

* Work orders for conducting RPL has to be submitted along with the proposal.



B. Experience in Skill Development Programs

Provide a brief description of organisation's past experience in conducting skill development programs in last three financial years

Financial Year	Govt. Funded scheme		Corporate Responsibility scheme		Social (CSR)		RPL (PMKVY/SSC)	
	Trained	Certified	Trained	Certified	Trained	Certified	Trained	Certified
2017-18								
2018-19								
2019-20								

C. Annual turnover of the organization

Financial Year	Annual Turn over	
2017-18		
2018-19		
2019-20		

* Last 3 years CA certified Audit Report needs to be submitted

D. Mobilization Strategy:**E. Pre Screening forms if any: Copy has to be attached****F. Scoring criteria and Preferences**

Parameters	Score
NSDC Registered Training partner with minimum 3 years experience in implementing Skill Development training	10
Experience in implementing Govt funded or SSC funded RPL training programmes in NE Region in last 5 years (attached minimum five work orders for RPL issued by Govt agencies/SSCs- each completed work order will carry 2 marks).	10
Experience in conducting RPL(Govt/SSC/PMKVY) in construction sector in NE states (if any work completion document to be attached or if work in progress the progress report signed by the relevant authority to be submitted) in last three years	20
Details of number of candidates certified in construction sector in NE region in last three years under RPL (attach the relevant documents along with valid certificates)	20
Submission of detailed Training Centre details with required laboratory/equipment at the RPL locations as per SSC requirements for particular job roles (Valid documents with details of the training centre and the batch size)	10
Average annual Turnover (minimum 20 lakh per annum) for last three years along with CA certified audit reports attached (ITR for last three years to be submitted along with CA certified audit reports)	10
Detailed Mobilization strategy for each location	5
Availability of ToT certified trainer for each job role (attach cv along with ToT certificate)	5
Feedback on quality of implementation of skill development programmes particularly RPL by DSD/NSDC	10

* Eligible TPs who scores only more than 50% shall only be considered for next level of evaluation by Project Approval Committee. DSD reserves the right to reject any TP at its own discretion.

Technical BID evaluation

Criteria	Scoring (in points)	Maximum Score	Relevant Document
NSDC Registered Training partner with minimum 3 years experience in implementing Skill Development training	Less than 3 years=2 3- 5 years =6 5 years and above = 10	10	Certificate of incorporation
Experience in implementing Govt funded or SSC funded RPL training programmes in NE Region in last 5 years	Each work order completed in last 5 years will carry two marks.	10	Work orders of Govt departments/SSCs
Experience in conducting RPL (Govt/SSC/PMKVY) in construction sector in NE states in last three years	Organisation has conducted RPL (Govt/SSC/PMKVY) in construction sector in NE in last three years = 20 Organisation has not conducted RPL (Govt/SSC/PMKVY) in construction sector in NE in last three years = 0	20	Submission of documents showing executing sector specific activities/training
Details of number of candidates certified in construction sector in NE region in last three years under RPL (attach the relevant documents along with valid certificates)	Certified candidates under RPL in NE less than 500 in last 3 years – 5 Certified candidates under RPL in NE from 501-1000 in last 3 years – 10 Certified candidates under RPL in NE 1000-1500 in last 3 years – 15 Certified candidates under RPL in NE more than 1500 in last 3 years – 20	20	Details of batches along with mark sheet and an undertaking duly signed and stamped by interested TP to be submitted
Submission of detailed Training Centre details with required laboratory/equipment at the RPL locations as per SSC requirements for particular job roles (Valid documents with details of the training centre and the batch size)	Submitted the training infrastructure details along with tools and equipment list as per SSC requirement for the job roles for which applied for = 10 Non submission of details =0	10	Valid documents along with clear picture attached. This will be validated during physical inspection and if found to be non adherence to the SSC requirement, DSD will immediately cancel the approved target if allotted.
Average annual Turnover (minimum 20 lakh per annum) for last three years along with CA certified audit reports attached (ITR for last three years to be submitted along with CA certified audit reports)	Average Turn Over in last 3 years is equal to or below 20 lakhs=3 Average Turn Over in last 3 years is equal to or below 30 lakhs =5 Average Turn Over in last 3 years is equal to or below 40 lakhs =10	10	Proof document to be submitted along with ITR and CA certified documents for last three years
Detailed Mobilization strategy for each location	If satisfactory=5 If not satisfactory=0	5	
Availability of ToT certified trainer for each proposed RPL	Submitted ToT certificate of the trainers =5	5	ToT certificate of trainers to be

job role	Not submitted =0	submitted
Feedback on quality of implementation of skill development programmes particularly RPL by DSD/NSDC	10	
Total Score	100	



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Annexure III

(Affidavit on non-judicial stamp paper by Authorized Representative of the applicant with his / her dated signature and enterprise seal)

AFFIDAVIT

1. I/We do hereby certify that all the statements made in our proposal in response to the RFP Reference No..... Dated..... and in the required attachments are true, correct and complete. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my proposal at any stage besides liabilities towards prosecution under appropriate law.

2. I/We, on behalf of (Name of the PIA), with its registered office at do hereby declare that the above-mentioned bidder is not under a declaration of ineligibility for corrupt and fraudulent practises or for any other reason, whatsoever and has not been blacklisted / debarred by the Government of India or any of its agencies, including public enterprises and or by any State Government or any of its agencies.

3. I/We on behalf of (Name of the PIA) do hereby affirm and undertake that we have carefully read and understood the whole RFP documents and will unconditionally abide by all the terms and conditions as given in the above mentioned RFP.

4. I/We on behalf of (Name of the PIA) do hereby affirm and undertake that we have carefully read and understood the whole RPL guidelines under BOWC scheme.

For and on behalf of:

Signature:

Name:

Designation:

Date: (Organization Seal)

