

## Expression of Interest (EOI)

### "Revision and Rationalization of Qualification Packs (Qualification) and National Occupational Standards (NOS) For Selected Job Roles"

#### **EOI ADDENDUM #1**

**Date of Addendum: 11 December 2024**

" In Partial Modification of the EoI (reference# CGSSC/EOI/2024/2) inviting application. The EoI stands modified as to Para 2.2 'Schedule of Events' and the Date of submission of Proposal etc. may please be read as below:

Event	Target Date
EOI issued to the Vendors/Published on the website	21-11-2024
Last date of receipt of Queries on EOI	15-12-2024
Last date of submission of Proposal	20-12-2024
Technical and Financial Proposal Presentations	26-12-2024
Award of Contract by COUNCIL	06-01-2025
Commencement of Project	08-01-2025
Completion of Project (Submission of complete NSQC Docket)	15-02-2025

The work/ project must be aligned to World Skills & NEP 2020 & NCRF guidelines/ framework; and all other terms remain unaltered.

**END OF ADDENDUM**

**Expression of Interest (EOI)**

**"Revision and Rationalization of Qualification  
Packs (Qualification) and National Occupational  
Standards (NOS) For Selected Job Roles"**

**For Capital Goods Sector India**

**Reference # CGSSC/EOI/2024/2**

**Issued by:**

**Capital Goods & Strategic Skill Council**

39, 1st Floor, Samyak Tower, Pusa Road,

Block 9A, New Delhi 110005.

## 1 GENERAL INFORMATION

CGSSC- Capital Goods & Strategic Skill Council (hereinafter referred to as ‘Council’) invites service providers to submit the proposal for "Review & Rationalization of Qualifications and National Occupational Standards (NOS) for Selected Job Roles for Council for roles/occupations in the Capital Goods sector in India. COUNCIL, through this ‘Request for EOI’, seeks to select Implementation Partner with relevant experience and capabilities to review and rationalize QUALIFICATION-NOS for the selected job roles and maintain information thereof. This EOI contains the details regarding scope, eligibility for participation, evaluation methodology, project timelines, terms & conditions and other relevant details.

### 1.1 Introduction

#### 1.1.1 Introduction to CGSSC (Council)

Council is a ‘Not-for-Profit’ Autonomous Organization, registered under the Societies Registration Act, 1860. The Council has been promoted by Federation of Indian Chambers of Commerce and Industry (FICCI) and Ministry of Heavy Industries (MHI), Government of India. The supporting organizations include leading industry and industry associations representing both public and private sector.

The Capital Goods & Strategic Skill Council is a unique initiative to play proactive role and bridge the gap by creating a vibrant eco- system for quality training and skill development for the Capital Goods & Strategic sector to address skilled workforce pool and industry skilled workforce demand.

The purpose of establishing Council is to ensure that the Capital Goods and Strategic industry is able to grow with skilled manpower, increase productivity and profitability. The Council is expected to create a dynamic LMIS to keep track of the labour market skill gaps, frame Occupational Standards, facilitate development of practical and high-quality training content, ensure adequate availability of faculty through ‘Train The Trainer’ initiatives, build accreditation and certification mechanisms and encourage capacity building through private sector participation.

The key objective of the Council is to create a robust and vibrant eco-system for quality education and skill development in the Capital Goods Manufacturing & Engineering Services, and Strategic Manufacturing Sector in the country and to address industry skilled workforce demand by formation of skilled workforce pool.

## **Mandate of Council**

- Identification of skill development needs including preparing a catalogue of types of skills, range and depth of skills to facilitate individuals to choose from them.
- Development of a sector skill development plan and maintain skill inventory.
- Determining skills/competency standards and qualifications.
- Standardization of affiliation and accreditation process.
- Participation in Affiliation, accreditation, examination and certification.
- Plan and execute Training of Trainers.
- Promotion of academies of excellence.
- Establishment of a well-structured sector specific Labour Market Information System (LMIS) to assist planning and delivery of training.
- And other relevant activities and initiatives for empowerment of Industry ecosystem.

### 1.1.2 Purpose of EOI

In order to build capacity of Capital Goods sector and to provide skilled manpower with consistent standard of performance in carrying out a function in the workplace, it is necessary to periodically update the QUALIFICATION-NOS for relevance to industry and labour practices. It is in this endeavor that present EOI for 'Review & Rationalization of QUALIFICATION- NOS' is being initiated which will be used for enhancing the understanding of the changes in the skills-requirement and enable updating of the Standards in the Capital Goods Sector in India.

The purpose of this EOI is to invite and shortlist qualified agencies to undertake research to update Qualification/ Job-role/NOSs for the identified roles/occupations in Capital Goods sectors in India. The objective of this document is to provide indicative information on the scope and objective of this assignment. The detailed scope of work, terms and conditions and parameters for selection of the bidding organization is also being provided in this document.

### 1.1.3 Background & Rationale for the Project and Current Scenario

The National Council for Vocational Education and Training (NCVET) was established as a regulatory body by the Government of India through Gazette Notification No. SD-17/113/2017-E&PW dated 5th December

2018 with the aim of setting standards, developing comprehensive regulations, and improving the vocational education, training, and skilling ecosystem.

Qualifications when initially-approved by the regulatory body are provided validity for a specific period. When the QUALIFICATION-NOS come up for re-validation, they may be modified/ merged as per the current trends and market requirement.

It is recommended that QUALIFICATION-NOS be periodically updated for industry relevance and labour practices.. Standard industry validation and other documents as required need to be submitted as part of the deliverables required in the NSQC docket including other relevant documents and reports.

**The Core considerations to be taken while Revising and Rationalizing the QUALIFICATIONS are:**

- Revision of Occupational Map and Career Progression.
- Rigor and robustness of NOS and their NSQF leveling. Updation of job-role/ Qualification/NOS.
- Inclusion of sustainability, gender, PwD, behavioral skills and extra NOSs to a Qualification where ever required.
- Curricula design/development for broader utility across qualification types.
- Nomenclature and Qualification/NOS coding, along with NCO codes
- Rationalization of Qualification/NOS as and where required to be suggested to the council for approval.

## 2 ADMINISTRATIVE DETAILS

### 2.1 Confidentiality

All documents, reports developed as part of NSQC docket, the Occupational Standards prepared shall be the sole property of Capital Goods & Strategic Skill Council (COUNCIL). Confidentiality of all deliverables will be maintained by the Consultant/vendor concerned selected agency.

#### 2.1.1 Contacts

**Capital Goods & Strategic Skill Council**

39, 1st Floor, Samyak Tower, Pusa Road,

Block 9A, New Delhi-110005

Website: [www.cgssc.org](http://www.cgssc.org)

For queries regarding this EOI email to [rfp@cgssc.org](mailto:rfp@cgssc.org)

### 2.1.2 Critical Information

Applicants are advised to study this EOI document carefully before submitting their proposals. Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications

### 2.1.3 Contents of documents

Submitted Proposals must offer complete services for the total listed requirement. Proposals offering only part of the requirement will be rejected. The agency is expected to examine all corresponding instructions, forms, terms and specifications contained in the Solicitation Documents. Failure to comply with these documents will be at agency 's risk and may affect the evaluation of the proposal

## 2.2 Schedule of Events

The following table provides a schedule of Events relating to this request.

<b>Event</b>	<b>Target Date</b>
EOI issued to the Vendors/Published on the website	21-11-2024
Last date of receipt of Queries on EOI	25-11-2024
<b>Last date of submission of Proposals</b>	<b>30-11-2024</b>
Technical and financial Proposal Presentations	5-12-2024
Award of Contract by COUNCIL	10-12-2024
Commencement of project	12-12-2024
Completion of Project (Submission of complete NSQC Docket)	11-01-2025

### Note:

- 1. The dates furnished above are subject to revision if required but not the project completion date i.e. 11-01-2025.*
- 2. This Document is non-transferable*

### 2.3 Definitions

**SSC:** The Sector Skills Council (SSC) is a National Organization that brings together academia, industry, labor and the government to address human resource gaps in the industry. SSCs are responsible to fulfill Industry Sector Talent Needs for Quality and Quantity. Capital Goods & Strategic Skill Council is a SSC as per the above definition.

**Job-role/ Qualification/ NOS:** National Occupational Standards (NOS) specify the standard of performance an individual must achieve when carrying out a function in the workplace, together with the knowledge and understanding they need to meet that standard consistently, Essentially NOS are benchmarks of good practice. These Occupational Standards are combined to a set, which is called Qualification/ Job-role(Qualification).

## 3 STATEMENT OF WORK

The scope of this project shall include but not necessarily be limited to the following tasks:

1. Assessment of current skill, knowledge/competencies required with standards of performance for identified occupations in the Capital Goods sector.
  - a. Job-roles for the project have been enclosed herewith in Annexure-B. This EOI is for Review of 37 Job Roles related Qualification.
  - b. A minimum of 15-20 Industry- companies, institutions and associations are to be interviewed pan-India, as per guidelines, by the selected agency with COUNCIL overview.
  - c. In case of a major revision, a minimum of 30 industry (10 each from Large, Medium & Small) validation will be required.
2. Updation of Occupational and Functional Maps of Capital Goods Sector & Industry Workforce: Identify and map out critical skills, competencies and standards thereof for consistent performance as per standards laid out by regulatory body and Council.
3. Revision & Rationalization of Qualification/ Job-role/NOS in terms of:
  - a. Relevance & Updation of the Technical content.
  - b. Reducing redundancies and overlaps at the NOS level.

- c. Inclusion of competencies for gender mainstreaming & inclusivity, "green" or sustainable development, sensitization for persons with disability and behavioral competencies (using SEL/ESD frameworks and competencies).
  - d. Possibility of broadening the scope of the QUALIFICATIONS, if applicable- Multi-Skilled, Electives, or Options
4. Review of Assessment criteria, if required
  5. Development & Revision of Model Curriculum, Q Files and other relevant documents as per NSQC requirement.
  6. Listing of Equipment/tools for delivery of training for the Qualifications.
  7. Validation through key stakeholders and documentation of shortlisted partner in identifying stakeholders. COUNCIL may also assist the shortlisted partner in identifying stakeholders.
  8. Provide 'Final Version of Qualification/ Job-role/NOSs (approved by the Council) on NQR and Skill India Portal (SIDH).
  9. Create Docket & its presentation to NSQC or other stakeholders as per communication/ available dates.

### 3.1 Project Deliverables and Timelines

S. No.	Activity	Timeline* (Start date is 12-12-2024 considered as Day Zero- 'T')
1	Inception report including activity time schedule presented and validated with detailed work plan	T+3
2	Report on Interaction with industry and key stake holders to research and analyze the Sector-Prepare the Stakeholder Map and update the Sector Profile and the Labour Market Clarity Report	T+10
3	Occupational Analysis and Development of Career Progression for the selected Job Roles	T+13
4	Identification of QUALIFICATIONS to be rationalized: <ul style="list-style-type: none"> <li>• QUALIFICATIONS for Multiskilling- QUALIFICATIONS designed to broaden the scope of existing QUALIFICATIONS through merging relevant QUALIFICATION-NOS</li> <li>• QUALIFICATIONS with Electives-QUALIFICATION-NOS designed to promote specialization within a job role</li> <li>• QUALIFICATIONS with Options-QUALIFICATION-NOS designed to add skills to a job-role for wider applicability</li> </ul>	



## Capital Goods & Strategic Skill Council

5	Interim Report <ul style="list-style-type: none"> <li>Occupational Analysis &amp; development of Career Progression Maps</li> <li>Identification of QUALIFICATIONs to be rationalized</li> </ul>	
6	Draft Report of Reviewed/Rationalized QUALIFICATION NOSs along with the Assessment criteria	T+16
7	Validation of final draft report with key stakeholders	T+20
8	Final report of QUALIFICATION-NOS after study, findings and validation along with the Model Curriculum, Q-Files, Equipment List for training, Summary Sheets, Presentations, etc., as required for NSQC be submitted to Council for approval.	T+28
9	Upload & Submission of revised Qualification/ Job-role/ NOS on Skill India Digital Hub (SIDH)	Within 10 days of NCVET approval

*\*Timelines can be discussed at the time of presentation.*

*Timelines from date of award of contract*

**Note:**

1. Review Meeting with COUNCIL will be held within 2 Weeks of Start of the Project and every week (in the following weeks) /as and when required.
2. In case necessary and as decided by COUNCIL, agency (awarded the contract) may be required to deploy an appropriate resource person/SME at COUNCIL office for requisite duration to complete any urgent requirement.
3. Organize stakeholders meeting to review draft Qualification document.
4. Final Report shall be validated by the Council.

## 4 PROJECT METHODOLOGY

### Project Management and Progress Reporting

The methodologies to be used must follow formal management practice that will ensure that schedules, scope and costs are strictly adhered to and including a methodology to ensure that COUNCIL is informed on an ongoing basis regarding project slippage, progress/ performance reporting, change requests, and potential risks and issues, and a record of all industry stakeholders contacted or consulted with their inputs and feedback.

## 5 INSTRUCTIONS TO THE applicant agency

### 5.1 Required Qualifications Competencies and Eligibility of the applicant. (Technical Proposal)

- Permanent Account Number (PAN) of Proposer/each consortium member (in case of consortium) should be available from income Tax authorities.
- Any legal entity duly Incorporated under law can participate in the bidding process.
- The consultancy firm hired should have demonstrated project management capacity with team members who possess excellent relevant qualifications and experience.
- Understanding and exposure to SSCs in India
- Agency with previous satisfactory work done with COUNCIL will be an added advantage and preferred.
- Ability to communicate effectively to a wide range of audiences, interact, and facilitate communication between partners and industry members and understand causal relationships between enablers and results.
- There would be a requirement to work in a participatory mode with Council's team to make the project successful. This may require extensive stay and travel within India.
- COUNCIL reserves the right to carry out the capability assessment of the Proposer and the decision of the COUNCIL shall be final in this regard. Acceptance certificate towards this clause must be submitted.
- Subject Matter experts' availability and profiles to be shared at the time of application.

### 5.2 Completeness of Response

1. Applicants are advised to study all instructions, forms, terms, requirements and other information in the EOI documents carefully. Submission of the bid shall be deemed to have been done after careful study and examination of the EOI document with full understanding of its implications.
2. The response to this EOI should be full and complete in all respects. Failure to furnish all information required by the EOI documents or submission of a proposal not substantially responsive to the EOI documents in every respect will result in rejection of its Proposal.

### 5.3 Proposal Preparation Costs

- The Applicant is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any additional information required by COUNCIL to facilitate the evaluation process, and in negotiating a

definitive Contract or all such activities related to the process. COUNCIL will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the selection process.

- This EOI does not commit COUNCIL to award contract or to engage in negotiations. Further, no reimbursable cost may be incurred in anticipation of award or for preparing this bid.
- All materials submitted by the applicant will become the property of COUNCIL. Return of any submitted document, pertaining to the contract, will be at its sole discretion of COUNCIL.

#### 5.4 Signing of Communication to the COUNCIL

All the communication to COUNCIL including the proposal and the bid documents shall be initialed on each page by the authorized representative of the Applicant and authority letter/power of attorney should be attached with the bid.

#### 5.5 Applicants' enquiries and COUNCIL's responses

- All enquiries/clarifications from the applicants related to this EOI must be directed in writing exclusively to the contact / mail notified in this EOI document.
- The preferred mode of delivering written questions to the afore mentioned contactmail/ person would be through post or email. Telephone calls will not be accepted, in no event COUNCIL will be responsible for ensuring that applicant inquiries have been received by COUNCIL.
- After distribution of the EOI, the contact mail/ person notified by COUNCIL will begin accepting written questions from the applicants. COUNCIL will endeavor to provide a full, complete, accurate, and timely response to all questions. However, COUNCIL makes no representation or warranty as to the completeness of accuracy of any response, nor does COUNCIL undertake to answer all the .

#### 5.6 Submission of Responses to COUNCIL

- The applicants will submit their responses as per details given in this document (Ref. Clause 7.2) in 3 printed copies of each duly initialed on each page and as a single ZIP file doclet with files in PDF format.
- The application would be in two parts
  - a. Technical Proposal
  - b. Financial Proposal
- All pages of the proposal must be sequentially numbered and shall be initialed by the Authorized Representative of the agency.
- The technical part of the Proposal should not contain any pricing information whatsoever on the services offered. Pricing information shall be separated and only contained in the Financial proposal.

- All references to descriptive material and brochures should be included in the appropriate response paragraph, though material/documents themselves may be provided as annexure to the Proposal/response.
- Information which the applicants considers proprietary, if any, should be clearly marked "proprietary" next to the relevant part of the text and it will then be treated as such accordingly.

### 5.7 Proposal Submission Format

The entire proposal shall be strictly as per the format specified in this EOI and any deviation from the formats shall be rejected

### 5.8 Venue and Deadline for submission

- Proposals must be received at the address specified below by **17:00 hours IST on 30<sup>th</sup> NOV, 2024** as mentioned in the document.
- Any proposal received by COUNCIL after the above deadline shall be rejected.
- The proposal submitted by telex/telegram/fax/ etc. shall not be considered. No correspondence will be entertained on this matter.
- COUNCIL reserves the right to modify and amend any of the above-stipulated condition/criterion depending upon project priorities vis-à-vis urgent commitments.

### **Proposal Submission**

**email id:**

[rfp@cgssc.org](mailto:rfp@cgssc.org) and cc to

[info@cgssc.org](mailto:info@cgssc.org)

**3 Printed Copies in sealed envelope to:**

### **Adminstration Department**

**Capital Goods & Strategic Skill Council**

39, 1st Floor, Samyak Tower, Pusa Road,  
Block 9A, New Delhi-110005.

Website: [www.cgssc.org](http://www.cgssc.org)

## 6 RIGHTS OF COUNCIL

### 6.1 Amendment of COUNCIL Document

- At any time prior to the last date for receipt of application, COUNCIL may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Applicant, modify the EOI Document by an amendment.
- The amendment will be intimated to all applicants who confirm their intention to participate, by email.
- In order to afford prospective Applicant s reasonable time in which to take the amendment into account in preparing their bids, COUNCIL may, at its discretion, extend the last date for the receipt of Proposal.
- The applicants are allowed to resubmit their application-if required, after such amendments.

### 6.2 Supplemental information to the EOI

If COUNCIL deems it appropriate to revise any part of this EOI or to issue additional data to clarify an interpretation of provisions of this EOI it may issue supplements to this EOI. Any such corrigendum shall be deemed to be incorporated by this reference into this EOI.

### 6.3 COUNCIL's right to modify submission deadline

COUNCIL may, at its discretion, extend the deadline for submission of proposals by Issuing a corrigendum published through [www.cgssc.org](http://www.cgssc.org) / email to all confirmed proposers, in which case all rights and obligations of the project and the applicant s previously subject to the original deadline will thereafter be subject to the deadline as extended.

### 6.4 COUNCIL's right to terminate the process

- COUNCIL may terminate the EOI process at any time and without assigning any reason. COUNCIL makes no commitments, express or implied, that this process will result in a business transaction with anyone.
- This EOI does not constitute an offer by COUNCIL. The participation in this process may result in COUNCIL short listing the Agency and awarding the contract.

### 6.5 COUNCIL Rights to accept / Reject any or all Proposals

COUNCIL reserves the right to accept or reject any proposal, and to annul the short-listing process and reject all responses at any time without thereby incurring any liability to the affected agency or any obligation to inform the affected agency of the grounds for COUNCIL's action.

## 6.6 Short-listing Criteria

- COUNCIL will shortlist organizations that meet the short-listing criteria mentioned in the EOI -Ref. Clause 5.1.
- Any attempt by an Applicant to influence its evaluation process may result in the rejection of that Applicant's Proposal.

## 7 GENERAL INSTRUCTIONS FOR PROPOSAL SUBMISSION

### 7.1 Preparation of Proposals

#### 7.1.1 Mandatory Proposal Requirements

All proposals submitted must meet the following mandatory requirements in order to be considered and suitable for further evaluation

- Details under Para 5 Clause 1, 3, 4, 6, 7, 8
- Completed **Form II** detailing Applicant's Profile (Ref. Annexure A)
- Permanent Account Number (PAN) of Proposer/each consortium member (in case of consortium) should be available from Income Tax authorities
- The applicant 's legal name and any other name under which it carries on business as well as its business number, and whether the applicant is an individual or incorporated entity
- The applicant 's contact information including address, telephone and mobile numbers, and email address.
- Use of a sub-contractor is not-acceptable however sub-contractors should be clearly identified in the proposal with specific roles. In the event of a joint submission by two vendors having no formal corporate linkage, the proposal should clearly state that one of the vendors would take overall responsibility for successful contract performance.

### 7.2 Proposal Content Guidelines

In order to facilitate the evaluation by the COUNCIL evaluation committee and to ensure each proposal receives full consideration, proposals should be accompanied by the documents as listed below. The proposals may be organized in a format at the discretion of the Applicant:

- Proposal Submission Letter along with the following
  - Executive Summary
  - Vendor Profile-Use Form II

- The Proposer needs to follow the terms and conditions envisaged in the EOI and should submit an undertaking to the said effect as per the format in FORM I.
- Proposals, to be considered responsive, must also contain the following certification: "We certify that all statements made with regard to the education and the experience of individuals proposed for completing the subject work are accurate and factual, and we are aware that COUNCIL reserves the right to verify any information provided in this regard and that untrue statements may result in the proposal being declared non-responsive or in other action which COUNCIL may consider appropriate."
- Technical Proposal which includes
  - Details as per Para 5 Clause 1, 2, 4, 7
  - Approach Paper with details on methodology (ref. Clause 7.3) Tasks with timelines (ref. clause 3.1)
  - Deliverables of Interim Report
  - Deliverables of Final Report
  - Activity wise man-hours proposed

The Proposer's proposal should effectively communicate their methodology in their Approach Paper and be presented in the specified formats for COUNCIL to assess alternatives

- Financial Proposal

The Schedule of Prices should be presented and mentioned as per FORM III. Ref. Clause 7.4 for details for preparing Financial Proposal.

### 7.3 Proposed methodology

This section should demonstrate the Applicant 's responsiveness to the specification by identifying the specific components proposed and addressing the requirements, to meet or exceed the specifications.

The description below briefly describes the proposed methodology. The selected vendor may suggest changes/ additions/modification for more effective achievement of the objective by:

- a) Referring to the research studies which have already been conducted so as to have an overall understanding of the Human Resource structure in the industry segments and preparation of Stakeholder Map
- b) Sampling of companies representing the identified industry verticals based on pre-defined criteria.

- c) Discussions with industry stakeholders and referring to HR records/job descriptions to carry out Occupational Analysis and develop Career Progression Maps.
- d) Carry out functional analysis to identify all purposeful activities required to perform the function
- e) Revision & Rationalization of QUALIFICATION-NOS with the following characteristics:
  - i. Clear, concise and readable, in unambiguous language
  - ii. Flexible to accommodate changes in future
  - iii. Self-sufficient with minimum cross references
- f) Related National and International professional development opportunities, identification of similar qualifications in other countries.
- g) Matching/ Merging the existing QUALIFICATION-NOS required as per current skills and projected Skills and incorporating potential education and training need in the future to fill in the gap.
- h) The Format of QUALIFICATION-NOS, Q-File, Tool List and Model Curriculum would be exactly as laid down in NCVET QUALIFICATION Protocol.

#### 7.4 Financial Proposal

The Applicant shall indicate the prices of services it proposes to supply under the contract. The COUNCIL will not bear any other costs towards the preparation.

Interested Service Provider shall explore the possibility of merging the present Qualifications/ QP/ NOS if situation demands to address the Industry preent/ projected gap. In such case only the cost of final QP be as of a single Qualifiaction/ QP/ NOS.

All costs shall be inclusive of all taxes, duties, charges and levies of State or Central Governments, as applicable, at the date of signing the Agreement and subject to deduction of all statutory deductions applicable, if any. The benefits realized by Applicant due to lower rates of taxes, duties, charges and levies shall be passed on by Applicant to COUNCIL in case of upward revision to duties and taxes the Applicant will be responsible to incur the additional cost..

Terms of payment Indicated in the EOI shall be final and binding on the Applicant and no alternate terms and conditions shall be considered. The Applicant must also furnish separately in the financial proposal the recurring revenue/ expenditure, if any.

#### 7.5 Language of the proposal

The Proposals prepared by the Applicant and all correspondence and documents relating to the Proposal exchanged by the Applicant shall be in written English.



#### 7.6 Proposal currencies

All prices shall be quoted in Indian Rupees (INR) and inclusive of taxes

#### 7.7 Period of validity of proposals

Proposal submitted will remain valid for sixty (60) days from the date of submission as prescribed by the COUNCIL, pursuant to the deadline clause. A Proposal valid for a shorter period may be rejected by COUNCIL. In exceptional circumstances, COUNCIL may solicit the applicant consent to an extension of the period of validity. The request and the responses thereto shall be made in writing.

#### 7.8 Format, signing and submission of proposals

7.9 The Applicant shall prepare the proposal as defined in the Clause 7.2 above. Each page of proposal must be initialed by the person authorized to sign the document and the proposal must be submitted strictly as per the timeline defined in clause 1.3 and 7.11. EOI Process Fee (Non-Refundable)

INR 7,000/- (Seven Thousand only) inclusive of applicable taxes in form of a Demand Draft, or transfer online / a Pay Order drawn in favor of **Capital Goods & Strategic Skill Council**, 39, 1st Floor, Samyak Tower, Pusa Road, Block 9A, New Delhi-110005 and payable at Delhi must be submitted along with the EOI proposal.

#### The details of bank are as follows

Bank A/c No. 1412918761 in the favour of Capital Goods & Strategic Skill Council (IFS Code. KKBK0004605)

#### 7.10 Late Proposals

Any Proposal received by COUNCIL after the deadline for submission of proposals, pursuant to clause Deadline for the submission of proposals, will be rejected.

#### 7.11 Modification and Withdrawal of Proposals

The Applicant may withdraw its Proposal after the Proposal's submission, provided that written notice of the withdrawal is received by COUNCIL prior to the deadline prescribed for submission of Proposals.

No Proposal may be modified subsequent to the deadline for submission of proposals.

No Proposal may be withdrawn in the Interval between the deadline for submission of proposals and the expiration of the period of proposal validity specified by the Applicant on the Proposal Submission Form.

## 7.12 Payment Terms and Conditions

1. The contract(s) signed with the successful consultant(s) will be a fixed price contract. Any travel by consultants must be included within this contract limit and not separated out for budgeting or invoicing.
2. In consideration of the contractor satisfactorily completing all of its obligations under this contract, the contractor shall be paid a firm price based on deliverables
3. Any Qualification/ QP/ NOS (two or more) giving rise to a final Qualification/ QP/ NOS; with or without higher version the cost shall be calculated or considered for a single Qualification/ QP/ NOS. The development cost of final QP/ NOS to be considered and submitted by the Service Provider as that of a single QP/ NOS/ Qualification only.
4. Payments be made within 30 days by COUNCIL after submission of the invoice or claim by the Service Provider (post-approval by the Council). COUNCIL representative or its nominated committee shall certify corresponding milestones as agreed and achieved.
5. Payments shall be made in Indian Rupees/INR
6. Amount payable to the Service Provider as stated in the Contract shall remain non-negotiable and fixed during the tenure of the Contract.
7. It is proposed to enter into a deliverables-based payment with the Applicant Agency selected to conduct this exercise. The details of which are as under:
  - a. Signing of the contract between COUNCIL & Proposer- **20 %**
  - b. Final submission of QUALIFICATION-NOS post validations along with the complete NSQC documents- **40 %**
  - c. Approval of QUALIFICATION-NOS and NSQC docket etc.by Council & Uploading of Qualifications on NQR and SIDH portal- **30 %**
  - d. Handover of all open-source files **10%**

## 7.13 Eligibility

The following entities will be eligible to participate in the EOI :

- Only legally established, Indian entities will be considered for submitting application.
- Copy of Registration Certificate and Memorandum of Association will be forwarded with application.

- For the purpose of 'Applicant' the entities having several 'sister concerns with the same / shared management can apply only as a single applicant. Applications from other concerns with shared management will NOT be regarded as separate applicants.
- Any organization that has been blacklisted by any central/state government at the time of submitting application will be ineligible.
- Any organization/directors against whom criminal proceedings are in progress/charges framed will be ineligible to bid.
- Application from religious organizations/trust catering only to a particular segment are ineligible to apply.

#### 7.14 Presentation by Applicant s.

Each Applicant would be required to make a presentation to the Evaluation Committee.

#### 7.15 Evaluation Process

- The decision of the Council in the evaluation of responses to the Expression of Interest shall be final. No correspondence will be entertained outside the process of negotiation/ discussion with the Committee.
- Each of the applicant need to comply with the short listing/pre-qualification criteria as defined in the EOI to qualify for subsequent submission of proposal to the EOI for selection of the Applicant Agency.
- Each of the responses shall be evaluated to validate compliance of the applicant s according to the following criteria as per format and supporting documents mentioned against each clause.

#### 7.16 Clarification on proposals

- To assist in the examination, evaluation and comparison of Proposals, COUNCIL may at its discretion, ask the Applicant for clarification of its Proposal.
- COUNCIL will examine the Proposals to determine whether they are complete, whether any computational errors have been made, whether the documents have been properly signed, and whether the Proposals are generally in order.
- Arithmetical errors will be rectified on the following basis: If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If the Applicant does not accept the correction of errors, its Proposal will be rejected.

- 
- A Proposal determined as not substantially responsive will be rejected by COUNCIL and may not subsequently be made responsive by the Applicant by correction of the non-conformity.

## 7.17 Evaluation and comparison of proposals

### Evaluation of PROPOSALS

- A two-stage procedure will be utilized in evaluating the Application, with evaluation of the Technical proposal and financial proposal.
- The contract will be awarded to the Proposer who scores highest marks aggregated for technical and financial bid (weightage: 70% to Technical proposal and 30% to financial proposal).

## Evaluation Criteria for the Technical Proposal

S. No.	Evaluation Criteria	Definition
1	<b>Capability and Technical ability</b>	Understanding of the project and knowledge of issues relating to the review rationalization development of National Occupational Standards and ability to meet the project objectives.
2	<b>Methodology of Execution</b>	Description of the project management and execution methodology work plan describing processes, key activities, approach to the research, consultation, and development process, detailed work breakdown structure, understanding of major deliverables and control systems to be used to efficiently manage the project.
3	<b>Timelines for Execution</b>	Capacity to achieve milestones and complete the project timelines as defined in the EOI.
4	<b>Prior Experience of having Worked in the Capital Goods Sector</b>	Experience in the Capital Goods Sector and related sectors. Special Focus on related work experience in Capital Goods Sector will be preferred.
5	<b>Experience on work related to QUALIFICATION-NOS for any SSC along with recommendation letter</b>	Prior experience of developing/reviewing of QUALIFICATION- NOS for any Manufacturing related Body/ Industry
6	<b>Profile of the Consultants/ Senior people managing the</b>	Minimum 2 senior level person (close to 2 decades of relevant sector experience) including the SME of Department of which minimum one person should have the Capital Goods industry shopfloor experience).

	<b>project at the Regional or Zonal level</b>	Details of Project Execution team, on-ground team with their experience and background.

The contract will be awarded to the Applicant based on the assessment of the Proposal Evaluation Committee of COUNCIL. Prior experience with in similar work, recommendation letter will be an advantage and will add to the credentials of the agency. The decisions of the Council in the evaluation of proposals shall be final. No correspondence will be entertained outside the process of negotiation/discussion with the Council.

## 8 AWARD OF CONTRACT

### 8.1 Criteria for award of contract

COUNCIL reserves the right to accept or reject any Proposal, and to annul the solicitation process and reject all Proposals at any time prior to award of contract, without thereby incurring any liability to the affected Applicant or any obligation to inform the affected Applicant (s) of the grounds for COUNCIL's action. Prior to the expiration of the period of proposal validity, COUNCIL may award the contract to the qualified Applicant whose Proposal after being evaluated is considered to be the most appropriate to the needs of the organization and the activity concerned.

### 8.2 COUNCIL's Right to vary requirements at time of award

COUNCIL reserves the right at the time of award of contract to vary the quantity of services and goods specified in the EOI without any change in price or other terms and conditions.

### 8.3 Service Level Agreements (SLA's)

The Contract would clearly mention the SLA' for all milestones with defined tasks and timelines.

IPR for the QUALIFICATIONS submitted and accepted by COUNCIL shall rest with the COUNCIL.

#### 8.3.1 Service Level Default

The Applicant's performance to Service Levels will be assessed as per agreed Service Level Agreements (SLAs). Default will occur if Applicant fails to meet the target service levels, as measured on timely basis, for a particular Service Level.

### 8.3.2 Penalty computation

Any delays, failures due to any reason, which do not adhere to the SLAs, will attract a financial penalty. Penalty grid will be included in the SLA.

In case of unreasonable delays, cancellation of contract may be enforced. If the contract is cancelled mid-way, any document already submitted to COUNCIL will remain the property of the council. No financial compensation for the work submitted will be made.

### 8.4 Signing of the contract

Within 3 days of receipt of the contract the successful Applicant shall sign and date the contract and return it to the Council.

COUNCIL reserves the right to:

- Reject any or all proposals received.
- Enter into negotiations with one or more applicant on any aspects of the proposal.
- Accept any proposal in whole or in part
- Award or negotiate one or more agreements.
- Verify any or all information provided in the proposal.

The selected vendor will be notified in writing by COUNCIL. As noted earlier in this document, this date is subject to change at the sole discretion of the COUNCIL.

### 8.5 Contract Finalization

The contract to be entered into between the selected service provider and COUNCIL will be finalized with the service provider by COUNCIL and will contain standard terms and conditions. If, in the opinion of COUNCIL, it appears that a contract will not be finalized with the selected service provider within three (3) days, negotiations with other service provider submitting responsive proposals may be undertaken, at the sole discretion of the Council

### 8.6 Order of Precedence

COUNCIL shall manage proposals, fund flow, access monitoring & analytic information, generate reports and maintain data on the following:

- Manage Proposal details
- Compliance tracking and monitoring View scanned reports and documents

- Generate Reports
- Ad-hoc querying
- Compliance with NSQC docket guidelines

## 9 Force Majeure: Other changes in Conditions

Force majeure, as used in this Article, means acts of Nature, war (whether declared or not), invasion, revolution, insurrection, or other acts of a similar nature or force which are beyond the control of the Parties.

In the event of and as soon as possible after the occurrence of any cause constituting force majeure, the awarded agency shall give notice and full particulars in writing to COUNCIL, of such occurrence or change if the agency is thereby rendered unable, wholly or in part, to perform its obligations and meet its responsibilities under this Contract. The agency shall also notify COUNCIL of any other changes in conditions or the occurrence of any event which interferes or threatens to interfere with its performance of this Contract. The notice shall include steps proposed by the agency to be taken including any reasonable alternative means for performance that is not prevented by force majeure. On receipt of the notice required under this Article, COUNCIL shall take such action as, in its sole discretion considers to be appropriate or necessary in the circumstances, including the granting to the agency a reasonable extension of time in which to perform its obligations under this Contract.

If the agency is rendered permanently unable, wholly, or in part, by reason of force majeure to perform its obligations and meet its responsibilities under this Contract, COUNCIL shall have the sole right to suspend or terminate this Contract without prejudice, and with no relief, right, and remedy arising out of whatsoever..

### 9.1 Settlement of disputes

#### 9.1.1 Amicable Settlement

The Parties shall use their best efforts to settle amicably any dispute, controversy or claim arising out of, or relating to this Contract or the breach, termination or invalidity thereof. Where the parties wish to seek such an amicable settlement through conciliation, the conciliation shall take place in accordance with the COUNCIL's consent than obtaining, or according to such other procedure as may be agreed between the parties.

### 9.1.2 Arbitration

Unless, any such dispute, controversy or claim between the Parties arising out of or relating to this Contract or the breach, termination or invalidity thereof is settled amicably under the preceding paragraph of this Article within sixty (60) days after receipt by one Party of the other Party's request for such amicable settlement, such dispute, controversy or claim shall be referred by either Party to arbitration in accordance with the ruling of sole Arbitrator appointed by the Council at the cost of service provider than obtaining, including its provisions on applicable law. The arbitral tribunal shall have no authority to award punitive damages. The Parties shall be bound by any arbitration award rendered as a result of such arbitration as the final adjudication of any such controversy, claim or dispute. Service Provider shall bear the arbitration cost.

### 9.2 Observance of Law

The agency shall comply with all laws, ordinances, rules, and regulations bearing upon the performance of its obligations under the terms of this Contract.

### 9.3 Authority to Modify

No modification or change in this Contract, no waiver of any of its provisions or any additional contractual relationship of any kind with the agency shall be valid and enforceable against COUNCIL unless provided by an amendment to this Contract signed by the authorized official of COUNCIL.

#### **Disclaimer:**

The information provided herein in EOIs belongs solely to the Capital Goods & Strategic Skill Council (COUNCIL). The Project profile is an indication of the proposed work based on current information of the sector. There could be some variation in the figures indicated and this should be taken as indicative figures. The preparation of QUALIFICATION/NOS has to be as per the procedures laid down by National Council for Vocational Education and Training (NCVET). The applicant will have to abide by the changes made in this at any point in time till final clearance of these by the Council. This EOI is not an agreement and is neither an offer nor invitation to the prospective Applicants or any other person. The purpose of this EOI is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this EOI.

Final interpretation of EOI and its contents shall rest with the Council.



ANNEXURE A-FORMS

FORM I-PROPOSERS' UNDERTAKING

**(EOI for Review & Rationalize Qualifications and National Occupational Standards**

**for Selected Job Roles of the COUNCIL)**

UNDERTAKING LETTER (to be on Proposer's letterhead)

To

**Capital Goods & Strategic Skill Council**

39, 1st Floor, Samyak Tower, Pusa Road,

Block 9A, New Delhi 110005

Dear Sir/Madam,

We, the undersigned, as Proposer, having examined the complete EOI document (along with its annexure, forms etc.), do hereby offer to **Review & Rationalize Qualifications and National Occupational Standards for selected Job Roles in the Capital Goods Sector** in full conformity of your requirements as elaborated in above said EOI for the amounts mentioned by us in the Financial proposal or such other sums as may be agreed to between us.

We hereby agree to all the terms and conditions stipulated in the EOI and submit herewith our proposal for the said Project.

Yours faithfully,

(Authorized Signatory)

In the capacity of.....

Duly authorized to sign the proposal for and on behalf of Principal Proposer.

Relevant Authority Letter attached

FORM II-PROPOSERS' PROFILE

To

**Capital Goods & Strategic Skill Council**

39, 1st Floor, Samyak Tower, Pusa Road,

Block 9A, New Delhi 110005

Dear Sir/Madam,

Sub: **Your EOI for "Revision & Rationalization of Qualifications and National Occupational Standards for Selected Job Roles" in Capital Goods Sector in India**

With reference to the above EOI having examined and understood the instructions, terms and conditions forming part of the EOI , we hereby enclose our offer. We also hereunder submit the required information:

<b>COUNCIL's requirements</b>	<b>Proposer response</b>
Year of establishment of the Company	Mention date of establishment and enclose proof
Names and background of main promoters	Give details
Nature of business	Specify
Net Worth as of the last 3 financial years (specify years) of the Proposer/Group as applicable	Mention figures in Rs. in lac and enclose supporting audited financial statements

We understand that COUNCIL is not bound to accept the offer and that COUNCIL has the right to reject the offer without assigning any reasons whatsoever.

Yours faithfully,

Authorized Signatory of Proposer

(Name & Designation, seal of the firm)



FORM III- FINANCIAL Proposal

To

**Capital Goods & Strategic Skill Council**

39, 1st Floor, Samyak Tower, Pusa Road,

Block 9A, New Delhi 110005

Dear Sir/Madam,

**Sub: Your EOI for "Revision & Rationalization of Qualifications and National Occupational Standards for Selected Job Roles in Capital Goods Sector in India**

Having examined the proposal Documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to Review & Rationalize Qualification Packs and National Occupational Standards for selected Job Roles in the Capital Goods Sector in India for use by COUNCIL in conformity with the said proposal documents for the sum of (INR.) .....

We undertake, if our proposal is accepted, to deliver in accordance with the delivery schedule specified in the EOI. Until a formal contract is prepared and executed, this proposal, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We accept that in event of merger of two or more QP/ Qualification/ NOS the final QP/ Qualification/ NOS be treated as one Qualification/ QP/ NOS for which the payment arising thereof shall amount to a single QP/ Qualification/ NOS.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

We understand that you are not bound to accept the lowest or any proposal you may receive. Dated this..... Day of ..... 2024.

(Signature)

(Name) (in the capacity of)

Duly authorized to sign proposal for and on behalf of the Proposer. Schedule of prices (Financial proposal)

**(Format at discretion of Proposer)**

## ANNEXURE B- LIST OF QUALIFICATIONS FOR THE PROJECT

### Phase 1 (Priority Qualifications)

Draughtsman - Mechanical	CSC/Q0402	4
Fitter Fabrication	CSC/Q0303	3
Fitter Mechanical Assembly	CSC/Q0304	3
CNC Operator Turning	CSC/Q0115	4
Manual Metal Arc Welding/ Shielded Metal Arc Welding Welder	CSC/Q0204	3
Fitter- Electrical and electronic assembly	CSC/Q0305	3
CNC Operator – Vertical Machining Centre	CSC/Q0116	4
Metal Inert Gas/ Metal Active Gas/ Gas Metal Arc Welder (MIG/MAG/GMAW)	CSC/Q0209	4
CNC Programmer	CSC/Q0401	5
Maintenance Fitter - Mechanical	CSC/Q0901	4
Assistant Manual Metal Arc Welding/ Shielded Metal Arc Welding Welder	CSC/Q0202	2
Technician Instrumentation	CSC/Q0802	4
Tool and Die Maker	CSC/Q0306	5

Phase 2

Production Engineer	CSC/Q1201	5
Sheet Metal Worker - Hand Tools and Manually Operated Machines (Optional: Grinder - Hand and Hand Held Power Tools)	CSC/Q0301	2
Designer Mechanical	CSC/Q0405	5
Quality Inspector – Manufactured Components	CSC/Q0601	4
Senior Manual Metal Arc Welder/ Shielded Metal Arc Welder (Optional: Submerged Arc Welder (SAW))	CSC/Q0208	4
Operator- Conventional Milling	CSC/Q0108	3
Operator-Conventional Turning	CSC/Q0110	3
Calibration Technician	CSC/Q0801	4
CNC Setter and Operator - Electro Discharge Machine (Spark Erosion)	CSC/Q0121	4
Design Engineer – Hull and Structures	CSC/Q0406	7
Design Engineer – Marine piping and Engineering	CSC/Q0407	7
Draughtsman - Piping	CSC/Q0403	4
Forger	CSC/Q1101	4
Lab Technician – Metal Testing	CSC/Q0602	4
Lab Technician – Radiographic Testing	CSC/Q0603	4
Operator- Conventional Surface Grinding Machines	CSC/Q0109	3
Oxy Fuel Gas Cutter	CSC/Q0201	2
Polisher Optional: Polisher - Manual	CSC/Q0113	2
Resistance Spot welding Machine Operator	CSC/Q0206	3
Senior Tungsten Inert Gas Welder (GTAW)	CSC/Q0213	5
Service Engineer – Installation and Commissioning	CSC/Q0502	4
Stud Welding Operator	CSC/Q0210	4
Tungsten Inert Gas Welder (GTAW)	CSC/Q0212	4
Production Engineer	CSC/Q1201	5