

No. 23-1/2017-NM
Government of India
Ministry of Minority Affairs

REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – FIRMS SELECTION)

India

Project: Nai Manzil Scheme (Project ID No. 156363)

IDA Credit No. 5738-IN

Date: 02nd December, 2017

Subject: Technical Selection and Empanelment of Project Implementing Agency/Agencies (PIA/PIAs) for implementation of Nai Manzil Scheme of Ministry of Minority Affairs (MoMA)

Reference No. : 23-1/2017-NM

1. The Government of India, on behalf of the Ministry of Minority Affairs (MoMA), has received financing from the World Bank towards the cost of the Nai Manzil Scheme and intends to apply part of the proceeds for these consulting services.

Background: The Ministry of Minority Affairs, with World Bank assistance, is implementing Nai Manzil - an integrated education and skills development scheme for Minority youth. Nai Manzil aims to engage constructively with poor Minority youth and help them obtain sustainable and gainful employment.

The Scheme is being implemented throughout the country in a phased manner, primarily targeting Minority concentrated areas/pockets. It is being implemented through ***Project Implementing Agencies (PIAs)***. The overall target is to train approximately 1,00,000 Minority candidates under the project, to be phased over the entire implementation period, of which the Ministry has already signed contracts with PIAs to train 70,000 candidates. This REOI is to shortlist eligible PIAs to train the remaining **30,000 candidates**.

2. Objectives

The specific objectives of the project are as follows:

- Mobilise youth from Minority communities who are school drop-outs and provide them with formal education and certification up to 8th or 10th grade level through NIOS (National Institute of Open Schooling) or other State Institute of Open Schooling (SIOS) or others State Open Schooling (SOS).

- As part of the programme, provide integrated skills training to the youth in market-driven skills compliant with National Skills Qualification Framework (NSQF) and adopting Common Norms issues by the Ministry of Skill Development and Entrepreneurship.
- Provide placements to at least 70% of the trained youth in jobs that would earn them basic minimum wages and provide them with other social protection entitlements like Provident Funds, ESI etc.
- Raise awareness and sensitization around health and life skills.

The Scheme will provide a non-residential integrated education and skills training programme for 9 to 12 months, of which a minimum of 3 months should be devoted to skills training. It is expected that the delivery of training under this scheme will be fully integrated, with the various components (Basic Bridge Program, Skills Training program, Health & Life Skills) being offered to each candidate over the duration of training.

3. The Ministry now invites eligible agencies to indicate their interest in being empaneled as a PIA to support MoMA in implementing the “Nai Manzil” Scheme. In this context, agencies should note the following important information:
 - a. Agency/ies should be technically qualified to be empaneled with MoMA.
 - b. Agency/ies will be provided with a fixed budget per candidate.
 - c. Agency/ies may indicate their preference for a particular geography/location and number of candidates; however, MoMA reserves the right to allocate the location and number of candidates to an agency.
 - d. Based on the geographic spread, volume of candidates, and capacity of the agency/agencies, MoMA may award one or more contracts.
 - e. Agencies to propose candidates from the Minority communities (as notified under National Commission for Minorities Act 1992 viz. Muslims, Christians, Sikhs, Buddhists, Jains and Parsis) who are school drop outs.
4. The PIA will be hired for a period of two years. The contract may be extended, with the mutual agreement of the parties, if required. The Scheme guidelines are available on the Ministry’s website www.minorityaffairs.gov.in.
5. **Shortlisting Criteria:**
Interested PIAs should provide information demonstrating that they have the required qualifications and relevant experience to undertake the assignment. The shortlisting criteria are **as follows:**

- (a) The agency should be at least a three-year-old registered society company /or Trust.
- (b) The agency should have been in business for at least three years, holding a valid Permanent Account Number (PAN)/TAN and General Service Tax (GST) Number.
- (c) The agency affiliated to NSDC and registered with SMART Portal and accredited to NIOS (National Institute of Open Schooling) or other State Institute of Open Schooling (SIOS) or others State Open Schooling (SOS) will be given preference. The agency should be registered with NGO Protal and should have a valid registration number provided by NGO DARPAN Portal.
- (d) The agency should have an average annual turnover of Rs. 5 Crore or above for the past 3 financial years (2014 – 2015; 2015 – 2016; 2016 - 2017). (Statutory Audited report to be submitted).
- (e) The agency must have experience of conducting education for school drop-outs/vocational education/training/job-oriented/self-employment/entrepreneurship development training courses, having trained around 500 persons annually in the last three years under a Government Scheme (a certificate from the relevant Ministries/Departments will be required). A list of candidates placed, with address of employers, sector of employment, monthly wages, and date of joining the company shall be provided by the PIA.
- (f) Agencies with experience of working with Minorities or having presence in Minority areas will be given preference. The PIA will have to ensure that the welfare and interest of the tribal population if any (Minority Communities) within their jurisdiction are included and nothing in the implementation of their project actually affect the interest of the local tribal population and they are accommodated to the extents possible.
- (g) The agency should not have any unsatisfactory track record resulting in adverse action taken by any Government in India (an undertaking must be submitted).
- (h) The agency/ies already implementing Nai Manzil Scheme will evaluated based on current performance also.

Agency must provide information as per Annexure – 1 format

6. The attention of interested Consulting firm/s is drawn to paragraph 1.9 of the World Bank's Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers (January 2011, revised July 2014) ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest.

7. A Consulting firm may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications. The “Association” may take the form of a joint venture (with joint and several liability) or of a sub-consultancy, and this should be stated clearly in the submission. *It must be noted that if an agency is proposing to have a joint venture or sub-consultancy to implement any of the major components (viz either education or skills training & placement), the credentials of the joint venture or sub-consultant will also be considered for evaluation both at the EoI and Technical proposal stage (if shortlisted).*

8. A Consulting firm will be selected in accordance with the Fixed Budget Selection (Technical selection only) method set out in the Consultant Guidelines. Further information can be obtained at the address below during office hours from **10.00 to 17.00 hours**.

9. Expressions of Interest must be delivered in the both written hard copy & digital form and should include the firm’s demonstrated capacity to provide the required expertise. Expressions of Interest must be uploaded through online NGO portal for Nai Manzil Scheme (Once it becomes operational) and must be delivered to the address below through registered post/speed post/courier/by hand as hard copy and CD latest by **23rd December, 2017** till 1700 hrs.

Address:

Under Secretary (NM),
Ministry of Minority Affairs,
11th Floor, Pt. Deendayal Antyodya Bhawan, CGO Complex,
Lodhi Road, New Delhi.
Tele: 011-24302540

Prescribed format for applying Empanelment of Programme Implementing Agency/Agencies (PIA/PIAs) for implementation of Nai Manzil Scheme of Ministry of Minority Affairs (MoMA)

I) Organizational Profile

A – Consultant’s Profile (Maximum 2 pages)			
1.	Name of the Organization		
2.	Postal Address		
3.	Telephone: Mobile / Fax/ E-mail		
4.	Contact Person name and designation with contract details		
5	Registration Details: Registered on (Date) No. of completed years	Provide copy of the registration certificate and indicate whether Society/Trust/Company/Others	
6			
6.	Financial average Annual Turnover of at least Rs. 5.00 crore during the last three financial years required. (Enclose Audited Balance Sheets)	Provide the turnover of organization (on the basis of the audited accounts) in the last three financial years in Indian Rupees.	
		2014-15	2015-16
			2016-17
B- Consultant’s Experience			
1.	The agency should be in the business for at-least three years holding a valid Permanent Account Number (PAN)/ TAN and Service Tax Registration / GST Number or equivalent Registration in case of foreign applicants.		
2.	The agency must be affiliated to National Council for Vocational Training (NCVT)/ National Skill Development Council (NSDC)/ State Council for Vocational Training (SCVT)/ Sector Skill Council (SSC) or accredited to National Institute of Open Schooling (NIOS) or State Open Schooling. Preference will be given to agencies who are affiliated/ accredited to both.		
3.	The agency must have experience of conducting education for school drop-outs/ vocational education / training / job oriented / self-employment/ entrepreneurship development training courses having essentially trained 500 persons in the last three years under a Government Scheme. (a certificate from the relevant ministries/departments will be required).		
4.	The agency should not have unsatisfactory track record resulting in adverse action taken by Central/State Governments in India (an undertaking must be submitted)		

II) PIAs will be evaluated based on the shortlisting criteria as per EoI.

S#	Shortlisting Criteria	Must Meet criteria	Documents to be submitted
1	The agency should be at least a three-year-old registered society or company/or Trust.	Must Meet	Registration certificate
2	The agency should have been in business for at least three years, holding a valid Permanent Account Number (PAN)/TAN and GST Registration Number.	Must Meet	Copies of PAN, TAN and GST registration
3	The agency affiliated to NSDC and registered with SMART Portal and accredited to NIOS (National Institute of Open Schooling) or other State Institute of Open Schooling (SIOS) or others State Open Schooling (SOS) will be given preference. The agency should be registered with NGO Protal and should have a valid registration number provided by NGO DARPAN Portal.	Must Meet	Relevant certificates
4	The agency should have an average annual turnover of Rs. 5 Crore or above for the past 3 financial years (2014 – 2015; 2015 – 2016; <u>2016 - 2017</u>).	Must Meet	<u>Statutory Audit report</u> to be attached
5	The agency must have experience with conducting education for school drop-outs/ vocational education/training/job oriented/self-employment/entrepreneurship development training courses, having trained around 500 persons annually in the last three years under a Government Scheme. (List of candidates placed with address of employers, sector of employment, monthly wages, and date of joining the company shall be provided by the PIA.)	Must Meet	A certificate from the relevant Ministries/Departments will be required.
6	Agencies with experience of working with Minorities or having presence in Minority areas will be given preference. The PIA will have to ensure that the welfare and interest of the tribal population if any (Minority Communities) within their jurisdiction are included and nothing in the implementation of their project actually affect the interest of the local tribal population and they are accommodated to the extents possible	Preferred	Relevant orders, certificates, completion orders, etc. should be provided as evidence.
7	The agency should not have any unsatisfactory track record resulting in adverse action taken	Must Meet	As per format provided at Annexure - II

S#	Shortlisting Criteria	Must Meet criteria	Documents to be submitted
	by any Government in India (an undertaking must be submitted)		

Annexure – II

(On the letterhead of PIA)

Declaration

Date:.....

To whomsoever it may concern

I/We hereby solemnly take oath that I/We am/are an authorized signatory in the Agency/Society/ Company/Trust and hereby declare that "Our Agency/Society/Company/Trust does not face any sanction or any pending disciplinary action from any authority." Further, it is also certified that our firm has not been blacklisted by any government or any other donor/partner organization/World Bank. In case of any further changes which effect this declaration at a later date, we would inform the Ministry of Minority Affairs (MoMA) accordingly.

Authorized Signatory
(with seal)