

## Appendix 2

### EVALUATION SHEET FOR EXPRESSIONS OF INTEREST Loan No.3033-IND: Supporting Human Capital Development in Meghalaya

EVALUATION CRITERIA		Max.	Rating	Score
		Weight		
<b>I. Management Competence</b>		<b>150</b>		
a	Quality Control and Assurance	50		
b	Project Management Coordination	50		
c	Approach and Methodology	50		
<b>II. Technical Competence</b>		<b>700</b>		
a	Firm's specialisation in same area (TITP/ Training for international placement)	100		
b	Firm's established linkages / formal association with industry associations or groups	100		
c	Experience in conducting vocational training for placement in India/ international	100		
d	CVs of Key Experts			
1	Team Leader	100		
2	Operations & Mobilization lead	60		
3	Japanese Language & Soft Skill Trainer 1	80		
4	Japanese Language & Soft Skill Trainer 2	80		
5	HR or TITP lead	40		
6	M&E and MIS lead	40		
<b>III. Geographic Competence</b>		<b>150</b>		
a	Firm's country experience (India- specific to TITP & Skill Development)	50		
b	Firm's regional (Japan / International) experience	50		
c	Permanent presence / local office (two registered offices in India & one office in Japan)	50		
<b>TOTAL</b>		<b>1000</b>		
<b>Rating:</b> Excellent: 100%      Very Good: 90 □□99%      Above Average: 80 □ 89% Average: 70 □ 79%      Below Average: 1 □ 69%      Non-complying: 0%, <b>Score:</b> Maximum Weight x Rating / 100				

## Sub-Criteria

Proposed criteria		Proposed sub criteria
<b>1.Management Competence</b>		
1.a	Quality Control and Assurance	Clearly defined quality management practices & processes
		- Designated quality auditor in place
		- Well defined processes/SOP in place
		- Quality Assurance framework in place
		ISO certification/ other relevant certifications for standardization and recognition (like ASQ/ CMMI level 5 etc.)
1.b	Project Management Coordination	Complaints redressal policies
		Partnerships with identified sector specific leading training organizations in India
1.c	Approach & Methodology	Strategies for selection and retention of proposed key experts and back up plans in case of replacement.
		Key aspects of the approach towards handling the assignment:
		Is aligned to project objectives
		Provides clarity on how the outcomes will be achieved
		Addresses all components of SoW
		Provides satisfactory and feasible solutions on handling the assignment
		Reveals a good understanding of risks and proposes risk mitigation strategies
		Reflects understanding of the niche requirements of the region
		Methodology outlined is practical and do-able
		Proposes viable model/s to ensure expected results
		Is clear & concise
<b>2. Technical Competence</b>		
2.a	Firm's specialization in same area (TIIP/ Training for international placement)	Is an empaneled Sending Agency shortlisted by NSDC
		Exposure to international best practices in setting up and managing technical institutes/ centres / offices related to skill training programs etc.
		Experience of development of industry endorsed curriculum and instructional material in skill development as per demand of industries/ sector related to the programme
		Number of batches sent to Japan / other foreign countries under similar programs
2.b	Firm's established linkages / formal association with industry associations or groups.	Experience of engaging with industry associations within India & abroad (formal associations with industry bodies/ forums to capture the demand, influence placements and policy support)
		Partnerships/ existing relationships with placement agencies/ receiving org – related to placement
		Strong placement wing and good industry connect
2.c	Experience in conducting vocational training for placement in India/ international.	Sustainable Capacity development interventions for ITIs/Technical institutes/Skill Development Initiatives / any special assignments as CSR for vocational training etc.
		Training need analysis, base line survey, detailed project reports and similar studies around it

		Training infrastructure establishment system
		Expertise & experience in all spheres of Skill Development activities from Market survey/ demand aggregation from industries to centre establishment to capacity development of trainers and putting quality systems in place for continuous improvements.
		Placement assistance post training and retention
		Total number of students trained till date under various skills development programmes
		Experience of working with government in India or state governments in skill development assignments
2.d	CVs of key experts	
	CV1	Qualification
	CV2	Experience
	CV3	Regional Experience (for all the CVs proposed)
	CV...6	
<b>3. Geographic Competence</b>		
3.a	Firm's country experience (India- specific to Skill Development/ Social Development/ CSR etc.)	Experience of working in Skill Development Missions/ interventions/ programs/ initiatives in states and nation for last 5 years This could be government funded grants/ loan/ CSR funded/ donor or foundation funded etc.
3.b	Firm's regional (Japan / International) experience (projects from any sector/ segment)	Experience of working in Japan (preferred) or any other nation outside India in Skill Development/ Social/ Labour/ related industries for training themes with dedicated team
3.c	Permanent presence / local office (Two registered offices in India & one office in Japan)	Registered offices in India – 2 offices/ chapters registered in India & Registered offices in Japan – 1 office registered/ affiliated in Japan

### **Details of CV evaluation (Total weight: 100%)**

The number of points to be assigned to each of the above positions shall be determined considering the following three sub-criteria and relevant percentage weights:

- 1) General qualifications (general education, training, and experience): [20%]
- 2) Adequacy for the Assignment (relevant education, training, experience in the sector/similar assignments): [ 70%]
- 3) Relevant experience in the region (working level fluency in local language(s)/knowledge of local culture or administrative system, government organization, etc.): [10%]