



**FICSI/NOS/EOI/1/2020/EMPANELMENT OF**  
**FACILITATOR BODIES FOR CONDUCTING**  
**RPL1 TRAININGS UNDER PMKVY**

**FOOD INDUSTRY CAPACITY AND SKILL INITIATIVE(FICSI)**  
**601, 6TH FLOOR, MERCANTILE HOUSE, KG MARG, NEW DELHI 110001**  
**Telephone No. 9711260230/240**  
**Email: ceo@ficsi.in**  
**Website: www.ficsi.in**

Expression of Interest for

Empanelment of Facilitator Bodies for implementing RPL 1 targets in the state of Bihar, Kerala, Madhya Pradesh, Manipur, Rajasthan, Uttar Pradesh, Union Territory of Jammu & Kashmir.

## **Introduction**

Food Industry Capacity & Skill Initiative (FICSI)—widely known as Food Processing Sector Skill Council—is a Not-for-Profit Organization, under aegis of National Skill Development Corporation (NSDC) and promoted by the Federation of Indian Chambers of Commerce and Industry (FICCI). Aiming at generating a critical mass of industry-employable-skilled-persons to meet the skill gap in the Food Processing industry, FICSI inter-alia is mandated to:

- Development of a sector skill development plan and maintain skill inventory.
- Determining skills/competency standards and qualifications and getting them aligned with NSQF.
- Standardization of affiliation, accreditation, examination and certification process in accordance with NSQF as determined by NSQC. May also conduct skill-based assessment and certification for QP /NOS aligned training programs.
- Participation in the setting up of affiliation, accreditation, examination and certification norms for their respective sectors.
- Plan and facilitate the execution of Training of Trainers along with NSDC and States.
- Promotion of academies of excellence

FICSI has received RPL 1 targets for skilling microenterprises in 7 states: Bihar, Jammu and Kashmir, Kerala, Madhya Pradesh, Manipur, Rajasthan and Uttar Pradesh. FICSI has incorporated FoSTaC module of FSSAI in these trainings so that a candidate can get dual certification of FSSAI as well as Skill India. FICSI aims to empanel facilitator bodies for implementing the RPL targets.

## **Scope of Work**

- (a) **Training of Trainer:** Facilitator Organization shall initiate the RPL program only upon completion of training of trainer (ToT)s. The trainers need to undergo FoSTaC and FICSI ToT. In case the trainer is already certified by FICSI or FSSAI ToT, then he will not have to undergo the same ToT again
- (b) **Orientation content:** The Facilitator Organization must ensure that orientation content provided by FICSI is available in regional languages to all identified candidates. The procurement of the content will be done by FICSI only from Macmillan Education. Cost of content would be deducted from payout.

- (c) **Training on Digital Literacy and Entrepreneurship:** Facilitator Organization shall ensure provision of digital literacy, cashless transactions, BHIM app, Bharat QR Code, and entrepreneurship basics in the orientation content.
- (d) **RPL Badge and Skill Card:** Facilitator Organization will ensure that all beneficiaries are given the RPL Skill Card and RPL Badge after the completion of the program. FICSI will procure the skill badge and skill card. Cost of badge would be deducted from the payout.
- (e) **Job Role Specific Kit:** The kit will be procured by FICSI and will be sent to the locations as provided by Facilitator Organization. Cost of the kit would be deducted from payout.
- (f) **Documentation/Videography/Photography:** Facilitator Organization shall ensure extensive documentation of entire project through videography and photography. At every location, Facilitator shall make a social media post on each RPL Step undertaken (i.e. at mobilization, enrollment, counselling & pre-screening, orientation and assessment). The Social Media guidelines shall be shared by FICSI. Facilitator will be sharing Batch- wise Certification & Mark sheet Distribution Ceremony photos with FICSI within 1 day of certification ceremony
- (g) **Weekly Performance Report:** Facilitator Organization shall submit weekly performance report as per the format specified by FICSI
- (h) **Sharing of Candidate Testimonial Video Capsules:** Facilitator Organization will make 3 video capsules mid-way into the project and 3 video capsules at end of project. Minimum 3-minute video capsules featuring the candidates experience and showcasing how the RPL process has impacted the way he/she works
- (i) **SDMS and FSSAI Database Compliance:** The Facilitator Organization must ensure compliance on FICSI Portal i.e. SDMS as well as FSSAI Portal i.e. FoSTaC Portal. This will be directly related to the release of payment

## Project Duration and Payment

- The payments & disbursements will be as per NSDC RPL guidelines and common norms.
- Targets to be completed by March 2020
- Payment of training to TP will be disbursed by FICSI post receiving from NSDC.
- Reward money of candidates will be credited by NSDC directly to the candidates.

## Eligibility requirements for TPs:

1. TP to have experience in the similar projects (RPL PMKVY) or other skilling projects
2. TP Should have availability of adequate no. FoSTaC certified trainers/master trainers. FICSI will provide the database of trainers which can be enrolled by the Training Provider
3. TP Should be able to liaise and implement the training at block and village level
4. TP Should have good financial stability

### **Contents of the EOI**

1. Cover Letter
2. Description of the TP
3. Technical Credentials of the Applicant
4. Financial Credentials of the Applicant

### **Annexures to be Enclosed**

1. Last 3 years audited balance sheet
2. Resume and details of technical staff

### **Detailed Plan of Action for Completing Targets**

## **Cover letter for Expression of Interest**

To,  
CEO,  
Food Industry Capacity and Skill Initiative (FICSI)  
601, 6<sup>th</sup> Floor, Mercantile House, Kasturba Gandhi Mag  
Connaught Place, New Delhi 110001

Subject: Submission of Expression of Interest for RPL Trainings Under PMKVY

Sir,

In response to the Invitation for Expressions of Interest published on 11.02.2020 for RPL under PMKVY, we \_\_\_\_\_ (hereby referred as Applicant) would like to express our interest to undertake the project as mentioned in the notification. As instructed, we have enclosed all the necessary documents, as per the guidelines/format provided, for your information and records.

I am willing to undertake the project in following locations with states and districts:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Thank You

Sincerely,

(Signature)

Name & Designation:

## Description of the Training Provider

|   |  |
|---|--|
| Name of the Organization:   |  |
| Head Office Address:  |  |
| Name & Designation of the Concerned Officer to be referred for communication: |  |
| a. Contact No. :  |  |
| b. Email ID:  |  |
| Head of the Organization:   |  |
| a. Name:  |  |
| b. Contact No:  |  |
| c. Email ID:  |  |
| 7. Type of Organization:  |  |
| 8. Main Areas of Business:  |  |
| 9. Total no. of Employees:  |  |
| 10. Branch Offices/Headquarters and their Address:                            |  |
| 11. Any other information the bidder would like to include:                   |  |

## Technical Credentials of the Applicant

| S<br>No | Name of<br>Project | Type of Project<br>(RPL/STT/Special<br>Project) | Scope of Work | Start<br>Date | End<br>Date |
|---------|--------------------|---|---------------|---------------|-------------|
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## **Financial Credentials of the Applicant**

The bidder is entitled to indicate the annual turnover and net present worth of the company from last 3 years based on the audited balance sheet/financial statement.

| <b>Financial Year</b> | <b>Annual Worth</b> | <b>Net Present Worth</b> |
|-----------------------|---------------------|--------------------------|
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