

**LABOUR DEPARTMENT
HARYANA**



**EXPRESSION OF INTEREST (EOI)
FOR
PILOT PROGRAMME FOR
RPL (RECOGNITION OF PRIOR LEARNING)
OF
LABOUR SCHEMES BENEFICIARIES AND THEIR
DEPENDENTS**

Disclaimer

Haryana Building and Other Construction Workers' Welfare Board (hereinafter called "HBOCWWB" or "Board") is inviting proposal for the scope of work mentioned herein through this Expression of Interest (EOI). The information contained in this Expression of Interest ("EOI") or subsequently provided to Applicants, whether verbally or in documentary or any other form by or on behalf of the Board or any of its employees or its advisors, is provided to Applicants on the terms and conditions set out in this EoI and such other terms and conditions subject to which such information is provided.

This EOI is not an agreement and is neither an offer nor invitation by Haryana Building & Other Construction Worker's Welfare Board to the prospective applicant 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. The assumptions, assessments, statements, and information contained in this EOI may not be complete, accurate, adequate, or correct. Each applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness; reliability and completeness of the assumptions, assessments and information contained in this EOI and this obtain independent advice from appropriate sources.

Haryana Building & Other Construction workers welfare Board may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this EOI. The issue of this EOI does not imply that the Board is bound to select an Applicant or to empanel the selected Applicant.

Haryana Building & Other Construction Workers Welfare Board accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any applicant upon the statements contained in this EOI. Interested parties are expected to make their own inquiries and research for gathering the insights, knowledge and information that may be required for submitting a proposal.

Haryana Building & Other Construction Workers Welfare Board reserves the right not to proceed with the EOI and bidding process or invite afresh with or without amendments at any stage without assigning any reasons thereof, or to alter the timetable reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline, to discuss the proposal further with any party submitting a proposal in response to this EOI. Information provided at stage is merely indicative.

**Expression of Interest (EOI) Notice for Engaging reputed Company/Agency for
RPL of construction workers and their dependents**

The bids are invited for engaging the reputed company/ agency for RPL to the construction workers and their dependents. The bids are to be submitted by the Training Providers dealing in RPL, only through e-tendering.

The Bidders can submit their EOI bids documents only on <https://etenders.hry.nic.in> as per the dates mentioned in the key dates:

Summary of Key Dates:-

S. No	Department Stage	Bidder's Stage	Start date & time	Last date & time
1.	Publication of EOI	Document Download & Last Date of Submission	17-08-2022	27-08-2022 up to 05:00 PM
2.	Pre Bid Queries Only through e-mail: rpl.hbocwwb@gmail.com	To Understand the broad scope of project	17-08-2022	22-08-2022 up to 05:00 PM
3.	Technical Opening		29-08-2022 02:00 PM	
4.	Clarification of the documents, if any	Clarification of the documents, if any		22-08-2022 up to 05:00PM
5.	EMD	Rs. 2,00,000/-	To Be Submitted Online	

The EOI documents can be downloaded from the e-Procurement website <https://etenders.hry.nic.in> or www.hrylabour.gov.in before 27/08/2022 up to 05:00 PM in addition to online bid submission only as per the instructions given in the EOI documents.

The address for all above activities is:-

Bay No. 29-30, Sector 4, Part 2, Panchkula, Haryana
Tel.: 0172-2584888, 2562575, **Website:** hrylabour.gov.in
e-mail: hbocwwb@gmail.com, rpl.hbocwwb@gmail.com

PART - A

1.1 Introduction of the Haryana Building & Other Construction Workers Welfare Board (HBOCWFB):-

The State Government has constituted the Board, namely “The Haryana Building & Other Construction Workers Welfare Board” under section 18 of the “Building and Other Construction Workers' (Regulation of Employment and Conditions of Service) Act, 1996" for the welfare of the construction workers who are the most vulnerable segment and the second largest unorganized labour sector after agriculture. The Board is headed by Hon’ble Minister of Labour& Employment, Haryana as its Chairman and the Labour Commissioner, Haryana is the ex-officio Secretary of the Board. The Board is functioning under the ambit of the Labour Department, Haryana and its office is located at Bays No. 29-30, Second Floor, Sector-4, Panchkula.

The Board undertakes various welfare schemes for its registered workers including skill development. Under the Skill Development Programme for Construction Workers, the Haryana Building & Other Construction Worker’s Welfare Board has planned to implement a project for up-grading the skills of its registered workers across the State. Haryana Building & Other Construction Worker’s Welfare Board is inviting Expression of Interest (EoI) for engaging RPL (Recognition of Prior Learning) Provider of repute having excellent domain expertise and knowledge of the construction sector for RPL in construction trades.

1.2 About the Program

- (A) The Haryana Building & Other Construction Workers Welfare Board aims to up-grade the skills and RPL for the registered workers or their dependents engaged in building and other allied construction activities, considering the opportunities for better employment in the growing Construction Sector which is India's second largest employer and is presently facing a huge dearth of skilled manpower. It is also designed to prepare the candidates to become new entrepreneurs in the construction sector.
- (B) The Haryana Building & Other Construction Workers Welfare Board intends to extend the skill development to beneficiaries and their dependents. The applicant agencies need to broadly adhere to relevant guidelines in the case of RPL (Recognition of Prior Learning), as lay down by the Board/ Department from time to time.
- (C) The Board/ Department may extend the scheme to the registered members of any other board under the Labour Department, Haryana, as per requirement.

1.3 Schedule dates for EoI.

The schedule dates shall be as per given in summary of dates above.

The Haryana Building & Other Construction Workers Welfare Board reserves the right to modify/change the EOI schedule. Any query to this EoI will be responded to through e-mail until the scheduled date and time. Haryana Building & Other Construction Workers Welfare Board in its absolute discretion without being under any obligation to do so, could update, amend, or cancel the Expression of Interest (EoI) without specifying the reason.

2.1 Scope of Work

The Haryana Building & Other Construction Workers Welfare Board invites bids to this Expression of Interest for RPL (Recognition of Prior Learning) to its Construction Workers Skill Development Programme in the State of Haryana for the registered Building and Other Construction workers for RPL (Recognition of Prior Learning).

RPL is a suitable medium for skilling of construction workers as it provides for certification of the existing skills alongside the flexibility of customized 'Bridge Courses' for up-skilling and re-skilling. Moreover, RPL can be conducted at the construction site which makes it convenient for the workers and employers.

People employed in Building and other construction works are primarily migrant and unorganized workers. They are mostly poor and belong to marginalized sections of society, with minimal education and skills. This is likely to make them less productive, poorly paid and susceptible to work place accidents and exploitation. To alleviate the condition of these workers, the Building and Other Construction workers Welfare Cess Act, 1996 (Cess Act), has been enacted for levy and collection of cess on the 'cost of construction' incurred, from the 'employer' for use for the welfare of construction workers who are registered with the respective states. Since the lack of skills is one of the contributing conditions for the poor status, it becomes imperative to provide skills to construction workers to improve their livelihood conditions.

The engagement of RPL Provider initially will be for a period of three-years and may be extended for two years, subject to satisfactory performance of the RPL Provider. Also, if necessary the same programme shall be implemented by the Labour Department and Labour Welfare Board.

At the end of the course, third party assessment shall be carried out and certificates shall be provided / submitted by the bidder which shall be issued by Assessment Body affiliated by SSC as per guidelines.

2.2 The broad Scope of work includes but not restricted to the following:-

- a) The selected agency(s) will have to undertake the assignment as and when allotted by Department/Boards.
- b) Conducting Impact assessment studies/Tracer studies on skill-based training
- c) To prepare the mobilization plan in such a manner that the training targets are completed in specified time
- d) Getting all statutory clearances from the concerned authority.
- e) Setting up necessary infrastructure at the training centers along with all the required lab equipment for practical training, projector, Laptop for multimedia classes as per the project requirement according to the government guidelines.
- f) Delivery of theory, practical and tutorial for the courses as per Qualification Packs(QPs) available at PMKVY website.
- g) To arrange ToT Certified trainers in the required Qualification Packs/ Job Roles
- h) To collect all required documents from the mobilized candidates as per the programme guideline and maintain the database of the trainees.
- i) Registration of candidates, attendance, including uploading on relevant websites and CCTV and center validation work.
- j) Administrative work involved with labour Department / Boards, Government agencies/Depts. and assessment agencies for smooth conduct of the training and assessment of the candidate.
- k) Branding of Training Center as per the scheme requirement.
- l) The selected agency should identify& set up Training/ Skill Centers / as per requirement in other districts/ locations and maintain them on their own cost.
- m) Agency is expected to provide candidates all possible information on the nature of work in the sector/ trade, availability of jobs, potential pay and entitlements, growth prospects and risks involved, with the aim of helping candidates and their families.
- n) The Agency shall be responsible for coordination of all aspects of the training including center readiness, quality of training delivery, assessment and certification, and outcomes required from the training.

- o) All records including but not limited to those pertaining to attendance, class progress, assessment, certification, and training outcomes must be maintained.
- p) The Training Provider would submit reports in pre-agreed formats as and when required by the Board.
- q) Reports shall be submitted to the Board showing the overall progress of the project.

Interested parties needs to Showcase detailed study reports and case studies for previous implemented projects.

Only registered Haryana Building & Other Construction workers and their dependents are eligible for this initiative. Haryana Building & Other Construction Workers Welfare Board will assist the Skill Training Provider in mobilization of the candidates in each district by way of providing the list of registered construction workers.

3. Eligibility Criteria

The following are the criteria for RPL (Recognition of Prior Learning) to qualify the EOI stage and only those should submit their bids who qualify these criteria's:

S. No	Eligibility Criteria (RPL)	Supporting Documents
1.	The Training Provider must be a registered legal entity in India and must be in operation for at least 5 years or more.	Certificate of incorporation of the legal entity/copies of local tax Registration, PAN, GST registration.
2.	The TP must have an average annual turnover of INR 15.00 cr in the last 5 years.	Audited Balance Sheet for last 5 years/Turnover certificate by Authorized CA. (FY: 2016-17, 2017-18, 2018-19, 2019-20 & 2020-21)
3.	The TP must be an affiliated/empanelled training partner with Government Body.	Affiliation/ Empanelment Certificates
4.	TP must have at least 10 certified trainers and experienced faculty.	The self-certificate by the authorized signatory along with List of Trainers.
5.	TP should have the experience of working in similar projects in State/ Central Government Organization/ PSU.	Relevant work order/ Agreements/ MoU/ Completion Certificates.

4. EoI Evaluation Procedure

The EoI evaluation procedure will be as per following steps:

- i. Post publication of EOI document a prequalification discussion session shall be held on the scheduled date and time.
- ii. The bidder shall submit the EoI proposal only on <https://etenders.hry.nic.in>
- iii. After evaluating the proposals the eligible bidders shall be called for presentations, if any.
- iv. The further details will be finalized after discussion with EoI qualified bidders such as:
 - a) The qualification of manpower for Skill training.
 - b) The batch size for training.
 - c) Number of batches to be trained in a year.
 - d) The study material to be provided for training.
 - e) The logistic arrangement for training.
 - f) The hierarchy / escalation matrix of the trainers and management faculty.
 - g) The penal provision for non performance.
 - h) Any other issue surfacing in the discussion.
 - i) The items/ heads/ units to be considered for evaluating the financial bids of the RFP.
- v. Only EoI qualified bidders will be called for further evaluation process.

5. Technical Evaluation Post Prequalification Process for RPL

	Detailed Parameters	Marks	Requirements
1.	<p>Past Experience of TP :</p> <p>Prior Experience (Past 5 years) in working in similar project in a State/ Central Government/ PSU.</p> <p>No. of Work Orders</p> <p>Up to 3: (10 Marks)</p> <p>More than 3: (20 Marks)</p>	20	Work Orders/ Service Agreement or Completion Certificates from the Client/ Relevant Certificates.
2.	<p>Technical Presentation:</p> <p>Understanding of the Project</p> <p>Approach and Methodology</p>	20 20	Presentation
3.	<p>The TP should have experience Trained RPL:</p> <p>Up to 2,000: (5 Marks)</p> <p>2,001-5000: (10 Marks)</p> <p>5,001-10,000: (15 Marks)</p> <p>10,001 & above: (20 Marks)</p>	20	Attested copies from the Government Department and certificates of trained candidates/ Placements data to be attached.
4.	Plan of Distribution of Kits	10	Detailed Reports to be attached
5.	Case Study of previous projects	10	Relevant case study

A minimum of 80 marks is required for empanelment in the RPL.

6. Department Note:

a. The documents required as proof for technical marking must be submitted as client citations or work orders or letter of declaration signed by the client or Contracting agency.

b. Bidder should give a presentation (approx. duration of 20 Minutes) online with respect to above technical evaluation criteria after opening of the Technical Bid.

c. The tender evaluation committee reserves the right to visit bidder's customers where such similar project execution has taken place.

7. Payments & Deliverables

The payment and deliverables shall be as per relevant guidelines for RPL where ever applicable.

8. General Terms / Conditions & Instructions for Bidders

- a) Interested applicants may submit their EoI as mentioned in the above schedule along EMD of Rs. 2, 00,000/- (Rupees two lakhs only) online.
- b) Training Partner (TP) shall be responsible for training centers' resources, setup, trainers, trainee mobilization, and training.
- c) Registration of trainees and batch formation to be done in consultation with Haryana Building & Other Construction Workers Welfare Board and shall abide by all rules & regulations laid down by Haryana Building & Other Construction Workers Welfare Board.
- d) Trainers should match education qualification & experience criteria as mentioned in Model Curriculum of job role and/or as desired by SSC guideline. Assessment and certificate of trainer with respective SSC is mandatory for imparting training.
- e) The EOI submitted by the applicant shall remain valid for a period of 180 days after the closing date for submission of EoI prescribed in this document. EoI validity expressed for less than 180 days shall be rejected.
- f) At any time prior to the deadline for submission of EOI; Haryana Building & Other Construction Workers Welfare Board may modify the EOI document. The amended document shall be notified through website and such amendments shall be binding on the Applicants.
- g) Haryana Building & Other Construction Workers Welfare Board may at its sole discretion and at any time during the evaluation of EoI, disqualify any applicant, if the applicant has made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements.

- h) Haryana Building & Other Construction Workers Welfare Board shall have all the rights to disqualify the applicant during the evaluation of EoI, if:
- a. Submitted an EoI without required documentation;
 - b. Use of modified formats for submission;
 - c. Blacklisted by State/UT/Central Government or any Public Sector Undertaking under them;
 - d. Processing fee not paid with the proposal.

PART -B

1. Important Instructions

- The applicant should fill in the details in each Table Forms given in point no. 2 to 11 and attach all supporting documents.
- Proposal should carry the Covering Letter, as per the format enclosed at **Annexure- 1.**

2. Applicant's Details

General Information

Form 3: General information of the bidders

Details of the Bidder				
Name				
Address				
Telephone			Fax	
Email			Website	
Details of Authorized Person				
Name				
Address				
Mobile				
Landline			Email	

Dated:

Place:

Signed & sealed:

(Authorized representative of the firm)

3. Turnover of Organization

The applicant should give declaration by chartered accountant on their letter head duly signed and sealed in following format.

To whomsoever it may concern

On the basis of audited financial statements, we hereby certify that (Name of Agency) having registered office at (Office address) has an average annual turnover of Rupees Fifteen Crores (Rs. 15Crores) in the last 5 years. The details of annual turnover are mentioned below:

S.No	Year	Annual Turnover

Note: Audited financial statements for the past three years should be submitted by the Applicant.

(Chartered Accountant):

Signature

Name

Registration No.

Contact No.

Seal:

Date:

Place:

4. Post Training Performance

- a) Provide details of past experience of conducting similar projects/ RPL in last 5 years
- b) Provide details of skill training/ RPL programmes run under Central Government funding / State Government funding in tables below:-

Central Govt. Funded Training Programs

S.No	Name of the project	Funding ministry	Candidates trained	Candidates certified	Candidates placed	Description of the project	Total Duration of the project	placement %	Placement remarks

State Govt. Funded Training Programs

S.No	Name of the project	Funding ministry	Candidates trained	Candidates certified	Candidates placed	Description of the project	Total Duration of the project	placement %	Placement remarks

5. Strategy to be adopted for mobilization of trainees.

(Please give detail pertaining to the proposed mobilization strategies and best practices that the applicant will adopt for mobilization of candidates for training).

6. Best Practices to be adopted for quality assurance.

(Please give details regarding best practices to be adopted to ensure quality assurance including IT or MIS platform).

7. Details of the Center Management Team

S. No.	Name of the staff	Designation	Years of experience	Area of experience	Proposed role in management

Annexure 1: Forwarding Letter

(Strictly on applicant's letterhead)Date:

To,

The Secretary,
Haryana Building and Other Construction Workers Welfare Board,
Bays No. 29-30, Second Floor, Sector-4,
Panchkula- 134112.

Dear Sir,

Subject: -Engaging Reputed Company/ Agency for RPL of construction workers and their dependents

Please find enclosed the proposal in respect of the engaging reputed company/ agency to undertake the project for RPL (Recognition of Prior Learning) of construction workers under Construction Workers Skill Development Programme in Haryana, in response to the Expression of Interest (EoI) Document issued by Haryana Building and Other Construction Workers Welfare Board (HBOCWBB).

We hereby confirm that:

1. The proposal is being submitted by (name of the agency who is the applicant), in accordance with the conditions stipulated in the EoI.
2. We have examined in detail and have understood the terms and conditions stipulated in the EoI Document issued by Haryana Building & Other Construction Worker's Welfare Board and in any subsequent communication sent by Haryana Building & Other Construction Worker's Welfare Board. We agree and undertake to abide by all these terms and conditions. Our proposal is consistent with all the requirements of submission as stated in the EoI or in any of the subsequent communications from Haryana Building & Other Construction Worker's Welfare Board.
3. The information submitted in our proposal is complete, is strictly as per the requirements as stipulated in the EoI, and is correct to the best of knowledge and understanding.
4. We would be solely responsible for any errors or omissions in our proposal. We acknowledge that Haryana Building & Other Construction Worker's Welfare Board will be relying on the information provided in the proposal and the documents accompanying such proposal for engagement of the applicant for the aforesaid programme, and we certify that all information provided in the application is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying such proposal are true copies of their respective originals.
5. We acknowledge the right of Haryana Building & Other construction Worker's Welfare Board to reject our proposal without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.

6. We satisfy the legal requirements and meet all the eligibility criteria as laid down in the EoI.
7. This proposal is unconditional and we hereby undertake to abide by the terms and conditions of the EoI.
8. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
9. We have enclosed the processing fee with the proposal. The details are asunder:-

In witness thereof, we submit our proposal for the EOI published by Haryana Building &

Other Construction Worker's Welfare Board. For and on behalf of:

Signature:

Name:

Designation:

(Company seal)

(Authorized signatory)

Annexure 2: Format for Power of Attorney

(Required only if the Signatory to the Bid is not directly authorized by the Company Board, or Partners, Otherwise the Board Resolution/Partners Resolution would suffice)

Date:

To,

The Secretary,
Haryana Building and Other Construction Workers Welfare Board,
Bays No. 29-30, Second Floor, Sector-4,
Panchkula – 134112.

Dear Sir,

Subject: -Engaging Reputed Company/ Agency for RPL of construction workers and their dependents.

<**Proposer's name**>hereby authorizes <**Designated Representative's name**>to act as a representative of <**Proposer's name**>for the following activities vide its Board Resolution (and Power of Attorney if applicable) attached herewith.

- To attend all meetings conducted by Haryana Building & Other construction Worker's Welfare Board and shall discuss, negotiate, finalize and sign any Proposal or agreement and contract with Haryana Building & Other Construction Worker's Welfare Board related to EoI.

Yours faithfully,

<**Signature and Name of appropriate authority of the Proposer**>

<**Signature and name of the Designated Representative of the Proposer for acceptance of this Power of Attorney**>

For

<**Name of Proposer**>

Encl: Board resolution for Authorized signatory

Annexure 3: Format for Self-Declaration

Format for Self-Declaration certifying that the Entity/ Promoters of Entity are not black listed (On a Stamp Paper of INR100)

Anti-Blacklisting Declaration

I/We M/s.....(Name of the Proposer), (the names and addresses of the registered office) hereby certify and confirm that we or any of our promoter/s director/s are not barred by Government of Haryana / any other entity of Government of Haryana or blacklisted by any State Government or central government/department/Local Government/Municipal body/Public Agency in India or from abroad either individually or as member of a Consortium as on the..... (Proposal submission Date).

We further confirm that we are aware that our application for the captioned Project would be liable for rejection in case any material misrepresentation is made or discovered with regard to the requirements of this EOI at any stage of the Bidding Process or thereafter during the agreement period. Dated this Day Of2022.

Name of the Proposer

Signature of the Authorized person Name

of the Authorized Person