

**Request for Expression of Interest (REOI) for  
Onboarding Partner/s to run Training & Assessment in English Language**



**REOI/ NSDCI/2024/017**

**Department- NSDC International**

**Important Dates:**

Date of commencement of REOI	08 <sup>th</sup> May 2024
Last Date and Time of Receipts of REOI	22 <sup>nd</sup> May 2024; 4:00 pm
Place of Submission of REOI	<a href="https://nsdc.eproc.in/">https://nsdc.eproc.in/</a>

1. **Introduction:** NSDC International Limited (“NSDC International”) is a wholly owned subsidiary of the National Skill Development Corporation (“NSDC”) incorporated on October 29, 2021. NSDC International was established to expand workforce mobility by identifying key strategic focus areas to make India a preferred partner for sourcing competent and certified workers worldwide. It targets setting a global benchmark for a quality skills ecosystem and securing a position in the mobility of skilled workforce globally.
2. **Objective of empanelment:** NSDC International invites Expression of Interest (“EOI”) from agencies engaged in english language Training & International Testing Agency. Through the collaboration, NSDC International aims to establish english language learning environment for Indian youths to explore career opportunities in international destination countries.
3. Interested agencies are required to furnish the information along with the documentary evidence as per the format given under **Annexure-I** (Eligibility Criteria).
4. **Duration:** Empanelment of Training & Assessment agencies will be for a period of 03 years from the date of issuance of letter of empanelment. However, the duration can be reduced or extended based on performance of agencies. More agencies can be added in the empanelled list provided they meet the conditions set out under this EOI.
5. Agencies will be empaneled based on meeting the eligibility criteria under this EOI. For any assignment, NSDC INTERNATIONAL will seek quotation/proposal from agencies based on the Scope of Work (SoW) separately.
6. Empanelment does not guarantee that work will be assigned to each or any of the empaneled Agencies.
7. During the empanelment period, agencies must inform NSDC INTERNATIONAL when agencies undergo any material changes (internal or external) that can impact their obligation towards NSDC INTERNATIONAL as per ToR.
8. NSDC INTERNATIONAL reserves the right to reject any or all the proposals submitted in response to this EOI document at any stage without assigning any reasons whatsoever. NSDC INTERNATIONAL also reserves the right to hold or withdraw or cancel the process at any stage under intimation to the applicants who submit the response to EOI.
9. Agency(ies) who fulfill all the eligibility criteria as mentioned in **Annexure-I** and are interested in this assignment as per Terms of Reference mentioned in this document, may submit their application in the prescribed format along with relevant documents on NSDC eProcurement portal <https://nsdc.eproc.in> in accordance with the instructions enumerated in **Annexure -III** on or before last date and time of submission.
10. No proposal with improper subject line will be considered.
11. Proposals must be submitted in **English only**.
12. No Courier/Hand Delivery of physical documents is allowed.

**Annexure-I**

**Eligibility Criteria:**

The applicant should submit valid and relevant documents against each criterion to meet the eligibility for empanelment.

S. No.	Criteria	Documents to be submitted along with the proposal
1.	i. The Applicants must be a registered legal entity in India; and in existence from at least past 15 years from date of publishing of this REOI. ii. The Applicants should be registered under GST Act and with Income Tax department.	<ul style="list-style-type: none"> <li>• Certification of Incorporation</li> <li>• PAN</li> <li>• GST</li> </ul>
2.	The Applicants should have a minimum average annual turnover of INR 20 Crore for last 4 financial years namely FY 2023-24, 2022-23, 2021-22, 2020-21 from the same/similar business.	CA Certificate with UDIN No.
3.	The Applicants must have successfully trained at least 30000 candidates in the previous Four years (FY 2023-24, 2022-23, 2021-22, 2020-21)	Self-declaration on the Letterhead mentioning numbers of Candidate trained duly signed by the authorized signatory.
4.	The Applicants must possess in-house teaching software atleast for last 7 years.	Documentary evidence.
5.	The Applicants must preferably have Testing & Training Centres for atleast 4 Assessment out of these IELTS, TOEFL, PTE, OET and Language Cert assessment.	Documentary Evidence of Authorizations
6.	The Applicants must have at least 35 Centers in PAN India	Rent Agreement/Ownership Documents
7.	The Applicants must have operations in two international destination countries	Company Documentary Evidence
8.	<ul style="list-style-type: none"> <li>• Applicants should have never been involved in any illegal activity or financial frauds.</li> <li>• Bidder's contract in the past should not have been terminated during the contract period due to unsatisfactory performance, nor it refused to continue the services for any Company after the contract was awarded to them.</li> <li>• The Applicants and its affiliates should not have been blacklisted by any Central govt/ any state govt/ Government Agency/Public Sector Undertaking/ Autonomous Bodies of Government/ multilateral/ bilateral agency/ PSU. for breach of applicable laws or violation of regulatory provisions or breach of agreement.</li> </ul>	Undertaking on letter head of the Agency, duly signed by competent authority.

**Submission of all the valid/legal documents in context to above table is mandatory. Only those agencies whose proposals meet all the eligibility criteria will be shortlisted for empanelment.**

**Organisation Details**  
[On the letter head of firm]

<b>Name of the Firm</b>	
<b>Date of Incorporation of Firm (DD/MM/YY):</b>	
<b>Place of Incorporation:</b>	
<b>PAN Card No.</b> <i>(Copy of PAN card to be attached)</i>	
<b>GSTIN</b> <i>(Copy of GST certificate to be attached)</i>	
<b>MEA issued Recruitment Certificate Number</b>	
<b>Registered Address</b>	
<b>Turnover of past 4 years</b>	2023-24 - INR 2022-23 - INR 2021-22 - INR 2020-21 - INR
<b>Telephone:</b>	
<b>Website:</b>	
<b>Concerned person's Name and Designation</b>	
<b>Mobile No:</b>	
<b>Email ID:</b>	

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Terms of Reference

**The objective of the Assignment**

In view of the above, NSDCI aims to onboard agency(ies) which may run training as well as internationally recognized assessments in English language training

Recognizing the global demand for skilled professionals across various domains, NSDCI acknowledges the pivotal role of English language proficiency in facilitating international deployment. In response, NSDCI is launching an initiative to onboard esteemed language training and assessment organizations. The scope involves identifying and engaging potential partners with expertise in domain-specific language training and assessment, catering diverse sectors such as healthcare, IT, engineering, hospitality, and more. These partnerships will ensure alignment with the linguistic requirements of destination countries worldwide, including the US, UK, Canada, Australia, Singapore, Sweden, and GCC countries. Collaboratively, NSDCI aims to integrate comprehensive English language training modules into its existing skill development programs across various domains, fostering linguistic competence among Indian professionals. By bridging the language gap and enhancing cross-cultural communication skills, this initiative strives to empower Indian workforce across diverse sectors for successful integration into international markets, thereby addressing the global demand for skilled professionals effectively.

**Roles and Responsibilities of Agency:**

Onboarded Agency(ies) are expected to:

- **Mobilization:** Mobilize Candidates from open market and enrol them into batches
- **Language Training:** Provide language training as per the requirements of the destination country.
- **Training Management:** Managing the complete cycle of training

**Duration of services:**

The partnership will be applicable for a period of 3 years.

**NSDC International shall provide the following support:**

- **Financial Aid:** Advance funding for demand aggregation and training
- **Introduction and Registration:** Introduce empanelled partners and register them with States for mobilisation.
- **Infrastructure Support:** Facilitate infrastructure support for training, interviews, and trade testing of candidates. (cost to be adjusted from revenue).
- Fulfil regulatory requirements, including obtaining necessary approvals and licenses for skilled personnel mobility.
- Charge training fees to candidates, subject to NSDC International's approval.

**Experience Details**  
To be submitted as a part of Eligibility Criteria

Assignment No:1	
Name of Client:	
Brief of Services/Product Provided:	
No. of Candidates trained/ deployed:	
Name of Project:	
Year:	
Project Duration:	
Project Value In INR:	
Email id and contact detail of client	
Assignment No:2	
Name of Client:	
Brief of Services/Product Provided:	
No. of Candidates trained/ deployed:	
Name of Project:	
Year:	
Project Duration:	
Project Value In INR:	
Email id and contact detail of client	
Assignment No:3	
Name of Client:	
Brief of Services/Product Provided:	
No. of Candidates trained/ deployed:	
Name of Project:	
Year:	
Project Duration:	
Project Value In INR:	
Email id and contact detail of client	
Assignment No:4	
Name of Client:	
Brief of Services/Product Provided:	
No. of Candidates trained/ deployed:	
Name of Project:	
Year:	
Project Duration:	
Project Value In INR:	
Email id and contact detail of client	

*Add more rows if required.*

**Letter Head of the Firm**

**Declaration**

**Date:**

**To whomsoever it may concern**

I/We hereby solemnly take oath that I/We am/are authorized signatory and hereby declare that I / Our firm/ Agency/ Institute/Company/Organization do not face any sanction or any pending disciplinary action from any authority against our myself/ firm / Company/Organization or partners.

Further, it is also certified that:

- Our firm has not been blacklisted by any government or any other donor/partner organization.
- We have never been involved in any illegal activity or financial fraud.
- Our contract in the past has not been terminated during the contract period due to unsatisfactory performance, nor it refused to continue the services for any Company after the contract was awarded to them.
- Our firm and its affiliates have not been blacklisted by any Central govt/ any state govt/ Government Agency/Public Sector Undertaking/ Autonomous Bodies of Government/ multilateral/ bilateral agency/ PSU for breach of applicable laws or violation of regulatory provisions or breach of agreement.
- We are not in default with NSDCI or its subsidiaries (both financial & impact).

In case of any further changes which effect of this declaration at a later date; we would inform NSDC accordingly.

Authorized signatory  
(with seal)

**DEFINITIONS:**

1. C1 India Private Limited: Service provider to provide the e-Tendering Software and facilitate the process of e-tendering on Application Service Provider (ASP) model.
2. NSDC e-Procurement Portal: An e-tendering portal of National Skill Development Corporation ("NSDC") introduced for the process of e-tendering which can be accessed on <https://nsdc.eproc.in>.

**Pre-requisites:**

- a) It is mandatory for all the bidders to have Class-III Digital Signature Certificate (With Both DSC Components, i.e. Signing & Encryption) from any of the licensed Certifying Agency under CCA, Ministry of Electronics and Information Technology, Government of India to participate in e-tendering portal of NSDC. Bidders can see the list of licensed CA's from the link [www.cca.gov.in](http://www.cca.gov.in)
- b) C1 India Pvt. Ltd. also facilitate Class III Digital Signature Certificate (With Both DSC Components, i.e. Signing & Encryption) to the bidders. Applicants may contact C1 India Pvt. Ltd. at mobile no. +91-7291981138 for DSC related queries or can email at [vikas.kumar@c1india.com](mailto:vikas.kumar@c1india.com).
- c) To participate in the online bidding, it is mandatory for the Applicants to get themselves registered with the NSDC e-Tendering Portal (<https://nsdc.eproc.in>)
- d) System Requirement/ Registration Manuals/ Bid Submission Manuals are available at the NSDC eTendering Portal (<https://nsdc.eproc.in>)
- e) For helpdesk, please contact Help Desk Nos. +91-124-4302033 / 36 / 37
- f) Participant are requested to email their issues to helpdesk at [nsdcsupport@c1india.com](mailto:nsdcsupport@c1india.com). This will help serving the participant better
- g) The amendments/ clarifications to the tender, if any, will be posted on the NSDC eTendering Portal (<https://nsdc.eproc.in>)
- h) The Applicants may modify or withdraw their bid after submission prior to the Bid Due Date. No Bid shall be modified or withdrawn by the Applicants after the Bid Due Date and Time.

***It is highly recommended that the bidders should not wait till the last date of bid submission to avoid complications like internet connectivity issue, network problems, system crash down, power failure, browser compatibility issue, system compatibility issue, improper digital signature certificate problem etc. In view of this context, neither M/s National Skill Development Corporation nor M/s. C1 India Pvt. Ltd will be responsible for such eventualities.***