

RFP - Empanelment of Skill Training Providers for Employment of Youth through Soft Skill Training and Facilitating Placement Opportunities.



Organization: United Way Delhi

Apply By: 10 Aug 2023

REQUEST FOR PROPOSAL

For

Empanelment of Skill Training Providers for Employment of Youth through Soft Skill Training and Facilitating Placement Opportunities.

United Way Delhi plans on implementing a soft skilling initiative through training agency for providing employment opportunities youth in Delhi & NCR, Mumbai, Pune, Bangalore, Hyderabad, Chennai, and Kolkata and cities and town around these cities.

DISCLAIMER

This document serves as an advertisement to invite applicants to submit offers for the selection of a training partner for a youth skilling project. However, it is important to note that this document is not a formal proposition or offer for partner selection. Its sole purpose is to provide information, and recipients are expected to use it solely for the intended purposes mentioned above. This document is not exhaustive and should not be considered as a complete representation of the partner or a basis for any contractual agreement. No explicit or implied representations or warranties are made regarding the reliability, accuracy, or completeness of the information provided herein, and any assumption of deviations or changes in the mentioned information is not warranted. United Way in Delhi and its employees shall not be held liable for any

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About the Organization: United Way Delhi is an independent local not for profit organization affiliated to the United Way Worldwide Family-one of the World's Largest Leadership with 1800 affiliate chapters across 41 countries. Together, we have been working relentlessly since 2008 to advance the common good for the local community through innovative programs in Education, Healthcare, Environment and Livelihood.

United Way Delhi is planning to implement a project through eligible for-profit skilling training partners with key deliverables of enhancement of soft skills of youth to better their employment competencies and providing them employment opportunities.

Terms of Reference

Key Deliverable

- 10,000 youth focussing 60% female & 40% male have undergone training and preparation for the job interviews.
- Trained youth focussing 60% female & 40% male have been placed in gainful job employment.
- Retention of placed youth post placement in particular job or alternate job
- Identification of youth to create human impact stories compendium on successful training completion, placement and their contribution in household income.

Scope of Work

Enrollment: Enrollment of graduating or soon-to-be-graduating youth for the job market, market trends, career planning in the changing market, etc.

Readiness: Provide youth with support to excel in job interviews through quick tips covering essential areas such as grooming, necessary documents, communication etiquette, presentation skills, and more.

Learning Mode: The training model adopted will be a hybrid approach, incorporating both online and face-to-face components. Leveraging the Learning Management System (LMS) support system, participants will access online training resources, supplemented with in-person training sessions and employee engagement activities, as required.

Learning Platform: A robust Learning Management System (LMS) support system will be in place to actively engage trainees throughout the program. The LMS will also provide the capability to conduct baseline and end-line assessments effectively.

Placement: Placement of trained youth.

Sex Ratio: Focussing 60% for females and 40% for males in enrollement and placement of trained youth

Retention: Assist youth in maintaining a minimum of 3 months of job retention, and if required, offer post-placement counseling support to ensure their successful transition into the workforce and if need be, support extension in alternate job

Linkage: Facilitating employment opportunities for trained youth by establishing connections with employers and arranging independent or collaborative job interviews to enhance their job prospects.

Recording: Responsibility for recording and ensuring compliance with United Way Delhi's Standard Operating Procedures, as well as supporting the United Way Delhi team in maintaining accurate records and data concerning enrolled, trained, and employed youth

Project Locations and Timeline

- Candidates can be sourced from any city in India. However, placements will primarily be focused on Delhi & NCR, Mumbai, Pune, Bangalore, Hyderabad, Chennai, Kolkata, and nearby cities and towns.
- Project start tentative date is 01/09/2023 and end date is 28/02/2024

(Be this noted that the commencement date is tentative and may be advanced or delayed depending on the circumstances)

Eligibility

United Way Delhi is looking at a training agency with the below-mentioned criteria.

- Only registered bodies or organizations operating under the Companies Act, 2013, are eligible to participate as training partners. Non-profit entities are not eligible for participation.
- Demonstrated prior experience in delivering soft skill training, preparing youth for interviews, enhancing professional skills, instilling confidence to tackle interview challenges, and fostering overall personal development.
- Established connections with the community, colleges, and NGOs to effectively mobilize and engage suitable candidates for the program.
- Implementation of a robust Learning Management System (LMS) support system to actively engage trainees throughout the program and also facilitate evaluations, when necessary.
- The training agency must possess a structured and NSQF-aligned learning module. Incorporate financial and digital literacy into the soft skill training to assist beneficiaries in understanding essential financial management, enabling them to effectively handle daily expenses and learn valuable saving practices.
- Proficiency in managing both virtual and in-person volunteering and employee engagement activities.
- Established and robust industry connections and partnerships for the effective placement and recruitment of trained candidates.
- Training partners must have prior collaborations with NSDC/skill university/technical institutes and a successful track record of delivering similar projects in the past.
- Training partners must have partnered with NSDC/skill University/technical institute and have delivered similar projects in the past.
- Training agency adopts an innovative training approach with low unit cost.

Interested Agency are invited to submit their proposals for the assignment, which must include the following

- Agency details
- Understanding the scope of work
- Proposal with an implementation plan
- Detailed timeline
- Financial Proposal
- Monitoring and MIS tools and framework

- Basic ‘human impact stories’ framework
- Details of relevant previous experience (budget, timeline, and client or donor).
- Supporting for previous relevant experience.
- Contact details of two present/past donors for reference check

Interested training partners are expected to send their detailed proposal along with relevant documents mentioning ‘Proposal for Soft Skilling’ in the subject line of the email at procurement@unitedwaydelhi.org by on or before August 10, 2023.