Date: 29th December 2023

Important Notice

Expression of Interest to Collaborate with NSDC International Limited to Onboard Institutes/ Assessment Agencies/ Counselling agencies

# Introduction

NSDC International Limited (**“NSDC International”**) is a wholly-owned subsidiary of 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.

# Objective

NSDC International aims to invite Expressions of Interest (**“EOI”**) from a diverse range of educational universities, counselling agencies, institutions, assessment bodies, and training centers operating across sectors for psychometric assessments/counselling of candidates undergoing training and employment. (**“Applicant Institution”**).

Through this collaboration, NSDC International aims to provide the required support and opportunities to the candidates aiming for overseas placement, thereby empowering them to enhance their skills and employability globally.

# Scope of Work

The Applicant Institution/Agencies/Organization interested in undertaking the following scope of work to be executed as part of this collaboration may submit their applications subject to fulfillment of the eligibility criteria stated below (Para 4).

* **Psychometric Assessment**

1. Design and administer standardized pre-training and post-deployment psychological tests to assess candidates' mental preparedness for overseas placement.
2. Develop post-deployment psychological assessments to measure the impact of their return.
3. Analyze and report findings, identifying trends and areas for improvement.

* **Counseling Team Training**

1. Develop a comprehensive training program for our in-house counselling team (min. 20 members)
2. Cover culturally sensitive counselling techniques.
3. Equip counselors with tools to address pre- and post-deployment stressors.

* **Pilot Project Execution**

1. Execute a pilot counselling project for 1000 candidates over a specified timeframe.
2. Establish counselling sessions as required to prepare candidates mentally for the challenges abroad.
3. Conduct post-deployment counseling sessions to address any transitional issues and ensure psychological well-being.

* **Long-Term Implementation Plan**

1. Propose a sustainable framework for integrating psychological counselling into our standard procedures.
2. Develop a scalable model to accommodate a growing number of candidates.
3. Provide recommendations for continuous improvement based on pilot project outcomes.

* **Reporting and Evaluation**

1. Regularly report progress and key findings to the government body overseeing the initiative.
2. Evaluate the effectiveness of counseling interventions and testing methodologies.
3. Incorporate feedback to refine and enhance the program for future deployments.

# Eligibility Criteria

The following are the eligibility criteria for submitting the proposal by the Applicant Institution/Agencies/Organization

1. The Institution/Agencies/Organization should be registered as a Partnership Firm/ Private Limited Company/ Public Limited Company/ Society/ Trust.
2. Preference will be given experienced Institution/Agencies/Organization (minimum three years) in psychometric assessments/counselling of candidates undergoing training and employment for international mobility
3. The Institution/Agencies/Organization should have relevant experience in conducting psychometric analysis and counselling for the blue-collar, grey-collar and white-collar workforce.
4. The Institution/Agencies/Organization should have the facility to conduct hybrid, online as well as offline sessions as well as assessments for the candidate across the country

# Shortlisting Criteria

* NSDC International will scrutinize and shortlist Applicant Institution/Agencies/Organization that meet the *Eligibility Criteria* mentioned in this EOI (Para 4), and its decision shall be final.
* NSDC International will execute the necessary documents with the shortlisted Applicant Institutions.
* Any attempt by the Applicant Institution/ Agencies/Organization to influence the evaluation process may result in rejecting its EOI proposal.
* NSDC International shall establish evaluation criteria, and NSDC International retains the authority to accept or decline the proposal submitted by the Applicant Institution/Agencies/Organization.
* In the event of doubt or difference of opinion regarding the terms and conditions of EOI, the decision of NSDC International shall be final and binding, and it cannot be challenged in any court of Law.
* Applicant Institution/Agencies/Organization who meet the eligibility criteria outlined in this EOI are invited to submit their proposals via [email to shreshta.sharma@nsdcindia.org](mailto:email%20to%20shreshta.sharma@nsdcindia.org.) and harshita.negi@nsdcindia.org.

# EOI Proposal Preparation Costs & Related Issues

* The Applicant Institution/Agencies/Organization are responsible for all costs incurred in connection with the participation in this process, including, but not limited to, costs incurred in the conduct of informative and other diligence activities, participation in meetings/presentations, and preparation of EOI along with providing any additional information required by NSDC International to facilitate the evaluation process.
* NSDC International will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the evaluation process.
* This EOI does not commit NSDC International to award a contract or to engage in negotiations. Further, no reimbursable cost may be incurred in anticipation of the award or for preparing this proposal.
* All materials submitted by the Applicant Institution/Agencies/Organization will become the property of NSDC International.

# Documents required to be submitted by the Applicant Institution.

* + Covering Letter with correspondence details.
  + Proposal with an action plan, budget, and clear timelines
  + Undertaking of Verification (Annexure I)
  + Undertaking of No blacklisting (Annexure II)
  + Profile of the Applicant Institution stating the number of years since establishment, the courses/services/products offered, copies of registration/affiliations with the board or respective Council,
  + Certificate of Incorporation/Constitution or charter documents.
  + GST Certificate (if applicable)

***\*Interested Institute/Agency/Organization may submit their applications as per the terms of this EOI document before 10-01-24. \****

# Annexure I

# Verification

I designation hereby declare that whatever has been stated in the above application is true to the best of my knowledge and belief.

For and on behalf of [Applicant Institution’s name]

Name: Designation: Date:

Place:

# Annexure – II

# Declaration

**Date:**

# To whomsoever it may concern

We hereby solemnly take oath that We are authorized signatories and hereby declare that Our Institute/Agency/Organization does not face any sanction or any pending disciplinary action from any authority against our Institute/ Company /Organization.

Further, it is also certified that our Institute/ Agency /Organization has not been blacklisted by any government/Court.

If any further changes affect this declaration later, we will inform NSDC International accordingly.

For and on behalf of [Applicant Institution’s name]

Name:

Designation:

Date: