

REQUEST FOR QUOTES

Introduction

NASSCOM Foundation is a non-profit, non-governmental, non-religious organization established under Indian Trust Act in India. NASSCOM Foundation is a voluntary organization focused on improving the quality of life of individuals by imparting Education and Information Technology (IT) & Computer related skills development and training among women and youth.

NASSCOM Foundation invites a proposal for IT Skilling and Employability Enhancement Program, aiming to empower economic opportunities for young women engineering graduates.

The objective of this Program is to create greater employability opportunities for underprivileged women by skilling them in specific job-related skills within IT/ITES sector on various IT roles. The program can be delivered in a flexible training framework given the COVID situation through both blended and virtual modes:

Project overall deliverables: Partner will provide the following Services

- Partner to mobilize underserved students for the Google Career Certifications Scholarship programme. Partner will do end-to-end program management for the scholarship distribution program along with a wrap-around training for soft skills.
- Partner will help mobilize 50,000 learners for the Google career certificate scholarships program, and will conduct 1,500 wrap-around training sessions for learners.
- Partner will provide Services and Deliverables with respect to all the 50,000 learners and ensure that at least 30,000 learners complete the course, and successfully get certified i.e. 60% of enrolled candidates.
- Partner will provide assistance in placements for a minimum of 15,000 learners to be provided with gainful employment i.e. 50% of trained candidates.

Description of Services and Deliverables:

Project Name	Grow with Google- Phase 1
Project	Registration and Enrollment- Min. 50000 learners
Beneficiaries/ No. of beneficiaries	Course completion Certification- Min. 30000 learners- 60% of total enrollment Employability and Placement- Min. 15000 learners- 50% of total certified
Location	PAN India
Project Period	1 st Dec 2021 – 30 th Nov 2022
Project Target	To enable self-learning among the users from across backgrounds, from the underserved community, on high in demand fields through the Google career certificates.

<p>Beneficiary Criteria</p>	<p>Through this program beneficiary from various diverse groups will be on boarded. The primary selection criteria would be:</p> <p>a) Financial criteria- First group of members eligible for the program are Economically Weaker Section (EWS) category having annual family income 5 lakhs or below.</p> <ul style="list-style-type: none"> • As a proof family income self-declaration will be signed by the beneficiary before joining the program • Students enrolled from Skill board/Govt. institutes or Tier 1, 2 & 3 Engg. Colleges or ITIs and Polytechnic has to provide letter from College for their EWS confirmation • Women candidates- Women from Govt. and Govt. aided ITIs, Polytechnic, Women cadre from Tier 1, 2 & 3 Engg. Colleges <p>b) Non-Financial- Beneficiaries from D&I group and COVID distressed will be considered for the program.</p> <ul style="list-style-type: none"> • Women Return-ship: Women on sabbatical and looking forward to join course would be considered for the program • People from PwD & LGBTQAI would be part of D&I agenda and will support to enroll in the program- Certificate of disability and gender identification or self-declaration would be collected as proof • COVID distressed: Members from the community who either lost jobs due to COVID or lost member from family due to COVID who was prime earner in the family. • GIG workers: Members from the blue collar jobs who have lost earnings during the pandemic situation. Ex. cab drivers, office boys, security guards etc. <p>c) Following proofs would be collected from each of the mention beneficiary considered for the program</p> <ul style="list-style-type: none"> • For students: College undertaking on student's HH income • PWD: PWD certification • LGBTQI: Sub-Partner declaration • COVID Distressed: Self declaration • Gig workers: Sub-Partner declaration <p>Note- All the reporting formats and the formats for various declaration forms and other MoVs will be shared with donor before commencing the program for approval.</p>
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<p>Mobilization and Enrollment Process</p>	<p><u>On boarding Channels:</u> Sub-Partner in consultation with NASSCOM Foundation will engage with strategic organizations to facilitate awareness and mobilization of the learners. Following channels of institutions will be approached for mobilization:</p> <ul style="list-style-type: none"> a) Colleges and educational institutions <ul style="list-style-type: none"> • Private colleges and universities • Govt. colleges and universities • Polytechnics and ITIs b) CSR partner network <ul style="list-style-type: none"> • Tie-ups with grassroots NGOs or Skill Development partners • Vocational training institutions c) Govt. Skilling Board <ul style="list-style-type: none"> • State skill development missions • NSDC • Dept. of higher education (state level) <p><u>Marketing and Outreach (after 3 months)</u></p> <ul style="list-style-type: none"> a) In order to enhance the outcomes of the program a comprehensive social media and outreach strategy will be co- created with Donor. The focus of the marketing program will be <ul style="list-style-type: none"> • to increase the stickiness for the users to keep the momentum • to increase the visibility of the programs across the country through campaigns and participation in forums/felicitation events etc. • Social Media outreach – Donor will provide a tool kit/ communication plan for this.
<p>Training Approach</p>	<ul style="list-style-type: none"> a) Orientation session (Min. 60 min)- Brief about the overall program objective and encourage participants to enroll in the program to upskill on industry demand course and open avenues for jobs available in the market. b) Introductory session (Min. 100 min)- This will provide insights about the course available on Coursera and help candidates to enroll in course best suited for their current skill set and area of interest. c) Registration and On-boarding- Candidate will fill registration form and partner will also capture candidate academic background, skill-set, employability status, annual family income and what they envisioned to achieve post completion of course. Also candidate can sign a self-declaration form and exit policy form with partner NGO to adhere to the

	<p>terms and conditions to complete the course and in case if any candidate wants to exit or discontinue they can furnish reason for discontinuation and that will help NF to mitigate challenges for next enrolment or program</p> <p>d) Batch formation- Batches will be formed with batch size of 200 users per batch</p> <p>e) Soft Skill Training- TP will engage candidate in soft skill training required to perform better in jobs and will conduct 3 deep dive sessions for each batch</p> <ul style="list-style-type: none"> • Session 1- Soft skill training – Communication Skills & Critical Thinking • Session 2- Team work, Professional Development and Org. behavioural workshop • Session 3- Interview preparation & Resume building <p>f) Program completion and exit- Candidate after completion of course will receive auto generated certificate and additional credit score on completion of soft skill training will also be provided over email from NF along only after they fill the exit form (exit form will capture information how they overall liked the program, duration, content and feedbacks if any and how it helped in getting job etc.)</p>
<p><u>Monitoring and Evaluation</u></p>	<p>a) Checking on the learning progress through backend data available from the portal with respect to registration/ learning progress and course completion</p> <p>b) Randomly feedbacks from beneficiaries through call and regular online survey</p> <p>c) Entry and Exit form analysis</p> <p>d) Career projection through mapping number of candidates placed after successful completion of program</p>
<p><u>Employability Support</u></p>	<p>a) Creation of recruiter network and hiring pipeline through linkages from partner NGOs and internal placement officer</p> <p>b) Mapping user’s skill with industry demand and supporting interview line ups and data collection</p> <p>c) Organizing job melas/recruitment drives by NF as well as NGO Partner</p>
<p><u>Impact measurement</u></p>	<p>Entry and Exit form filled by beneficiary capturing basic information about the beneficiary along with other information (as mentioned above) will help to measure real impact of the program</p>

Self-Learning Google Course Details available on Coursera

S. No.	Course	Duration	Link
1	Google Analytics	180	https://www.coursera.org/professional-certificates/google-data-analytics
2	Google IT Support	100	https://www.coursera.org/professional-certificates/google-it-support
3	Google IT Automation	160	https://www.coursera.org/professional-certificates/google-it-automation
4	Google Project Management	140	https://www.coursera.org/professional-certificates/google-project-management
5	Google UX Design	200	https://www.coursera.org/professional-certificates/google-ux-design

Note ¹- Training Partner will get the admin login to access Google Course on Coursera to keep track of each beneficiary and track course completion rate for each candidates. Also, have access to discussion forum to support resolving candidates queries.

Project deliverables which need to fulfill by training partner to meet the overall program objectives mention above-

- Pre-screening for selecting right candidate as per criteria mentioned above
- Pre-training counselling/career guidance for candidates
- Under the project TP has to conduct Min. 1500 wrap around sessions for 50000 learners covering Soft skills training and Mock Interviews
- Internal assessments – Base Line and End Line Assessments to gauge the learning curve and measure impact of the intervention.
- **Placement***- linkage with industry partners to provide confirmed placements to minimum 15000 trained and certified candidates
- Measuring the program Impact through M&E -
 - Data collection and reporting and impact stories coverage through case studies (written as well as video)
 - Timely program reporting and documentation, trackers to support measurement of metrics devised by NASSCOM Foundation to gauge program impact

* Most Important milestone to achieve in stipulated time

Above information is broad Scope of Work structuring the program mandates and outcomes a detailed SoW will be shared at the time of finalization of MoU after discussions and expectation setting meet.

Organization's Profile

Company Overview						
1.	Registered Name					
2.	Objective of the Organization					
3.	Year of Establishment					
4.	Registered Office					
5.	Names of Directors/Partners					
6.	Brief Profile of Senior Management					
7.	Office/centre address					
8.	Chief contact person					
9.	Office number					
10.	Mobile number					
11.	Fax					
12.	Email					
12.	Website					
Financial Details						
14.	Total Turnover (Rs. lakh) in last 3 years					
	FY 2018-19					
	FY 2019-20					
	FY 2020-21					
15.	Registration Certificate					
16.	PAN Number					
17.	Copy of Form 12A (if applicable)					
18.	Copy of Form 80G (if applicable)					
19.	GST Number (if applicable)					
20.	FCRA (Yes/No)					
Relevant Experience						
21.	No. of Completed Projects in Skilling					
22.	Top 5 Projects in Skilling (similar programs completed in past)					
	Year	Funding Agency	Location	Project Value (in lakh)	No. of Target Beneficiary	Trades/Courses
1.						
2.						
3.						
4.						
5.						
23.	Has the Organization ever been blacklisted					

	(Provide details, if Yes)						
24.	References						
	Organization	Contact Person	Designation	Phone	Email	Project Undertaken	Period of Engagement
1.							
2.							
3.							

Financial Proposal Format (to be submitted in a password protected excel sheet)

Budget Category		TOTAL	Remarks
Direct Cost- Project Cost			
Program			
1	Project Manager salary		
2	Trainer salaries		
3	Curriculum Design Development		
4	Technology Enabled Learning Management System (LMS)		
5	Assessments		
6	Guest Lectures etc.		
7	M&E Cost		
Placement Costs			
1	Placement Manager Salary		
2	Local Conveyance towards placement activities (Networking/Meeting with Local Recruitment partners)		
3	Recruitment Drives		
Indirect Costs- Administrative Cost			
TOTAL		-	

Technical Proposal Format

The technical proposal should necessarily cover the following:

- Preferred Locations
- Number of beneficiaries to impact as per organization strengths and capabilities
- Outline of the Wrap Around courses
- CVs of the Instructors/Trainers
- Detailed Mobilization, Enrollment & Registration, Training tracking, placement & impact study plan
- Risk management document and mitigation plan
- Project Timeline

- Placement capabilities, tie-ups and strategy to ensure min. 50% placements against certification target.

Documents to be Submitted: Organization's Profile, Financial Proposal (in a password protected excel sheet), Detailed Technical Proposal, Last 3 years' Audited Income Statement and P&L.

Last Date for Proposal Submission: [22nd Nov 2021](#)

Proposal should be mailed to rpforskills@nasscomfoundation.org cc mudassir@nasscomfoundation.org with subject line "Proposal: Grow with Google- Ph1 _Organisation Name".

Financial proposal, in a password protected excel sheet, should be sent in a separate mail to the same id with subject line "Financials: Grow with Google-Ph1_Organisation Name".

Note ²- We have approx. **950 to 1000** per bene. cost available to meet the program deliverables in 12 months starting from date of sign of the agreement.