

Introduction

Background of Women & Child Development Department (WCD)

The Directorate of Women and Child Development is functioning w.e.f 1.4.92 vide notification no.79-SW 1/92 dated 10th February, 1992 after getting bifurcation from Social Welfare Department. In its capacity as a nodal agency looking after the advancement of Women and Children, the Department formulates plans, policies and programmes and coordinates the efforts of both government and non-governmental organizations working in the field of Women and Child Development. The Department is implementing various schemes of State and Centre for overall care, development and protection of women and children. The Directorate is also administratively responsible for Haryana Commission for Protection of Child Rights, Haryana State Commission for Women, Haryana Women Development Corporation and Haryana State Social Welfare Advisory Board.

The Vision of WCD

- i. Facilitate women to become economically and socially empowered, so that they contribute as healthy and equal partners in an environment free from violence and discrimination.
- ii. Provision of opportunities to children and adolescent girls for growth and development to the fullest in safe and protected environment.

The Objectives of WCD

- i. To lay the foundation for development of children below 6 years with focus on nutrition, health and non formal pre-school education and

awareness and capacity building for mothers about nutritional and health needs of the child.

- ii. To empower adolescent girls (11-18 years) through nutrition, health care and life skill education.
- iii. To provide a safe and secure environment for overall development of children who are in need of care and protection and those in conflict with the law.
- iv. To create awareness and to provide support services to aggrieved women/families, protection of women from Domestic Violence Act 2005, Dowry Act 1961.
- v. To create awareness and to implement the provisions of Juvenile Justice (Care and Protection of Children) Act, 2015 and Model Rules 2016, The Protection of Children from Sexual Offences Act, 2012 and The Prohibition of Child Marriage Act, 2006.
- vi. To provide support services to children, who are in need of care and protection and those in conflict with the law as laid under Juvenile Justice (Care and Protection of Children) Act, 2015 and Model Rules 2016, The Protection of Children from Sexual Offences Act, 2012 and Integrated Child Protection Services.
- vii. To remove the bias against girl children, to correct adverse sex ratio and eradicate social evils affecting women adversely.
- viii. To prevent women and children from being abused and trafficked.
- ix. To enable Economic and Social Empowerment of women to provide relief and rehabilitation to vulnerable and disadvantaged women including skill development and economic development.
- x. To create awareness about gender concern in policies and schemes of Govt. and to undertaken research training and capacity building as well as improvement in internal mechanism for better understanding of issues

related to women and children and to improve efficiency in delivery of services.

- xi. Prove efficiency in delivery of services.

Objectives of Request for Proposals (RFP)

Children between the age of 12-18 years are considered as the period of adolescence, which is a most vulnerable age. These children are on a higher risk of being left out of the system of formal education and employment, keeping them away from any opportunities. Children who have to leave an Child Care Institution (CCI) on attaining the of 18 years, as per the provisions of JJ Act, 2015, a programme is to be prepared through which further education, employable skills and placement can be given.

In order to prepare children for economic independence when they attain the age of 18 years, there is a need to give them employable skills/skill training or vocational training which will lead to their empowerment and independence and their re-integration into the mainstream of the society.

Provision of Juvenile Justice Act 2015

Section 37 of Juvenile Justice Act 2015 talk about Vocational Training which is reproduced as under:-

1. Every Child Care Institution shall provide gainful vocational training to children according to their age, aptitude, interest and ability, both inside to outside Child Care Institution.
2. Vocational training shall include occupational therapy, skill and interest based training, aimed at suitable placement at the end of the course. The institute preferably government recognized, providing vocational training shall give a certificate, on the completion of the3 course.

3. Where vocational training is offered outside the premises of the Child Care institution, children shall be escorted for such programmes with proper security planning and service, particularly for children who are at risk.
4. A record shall be maintained for all children attending the programmes and the progress made by each child shall be reviewed. The report in that regard shall be submitted to the Board or the Committee or the Children's Court, as the case may be, on a quarterly basis

Guidelines of Child Protection Services

Children who are discharged from the institutions as a youth adults, every institutions should tie up with local NGOs and ITIs to either provide Vocational facilities within in the institutions or send the children to such NGOs or ITIs for specialized vocational training for which the child has an aptitude. Some suggestive vocations are as under:-

1. Computer Operations
2. Computer Repairing and Maintenance
3. Data Typing and Processing
4. Carpentry
5. Filter Training
6. Auto mobile repair and servicing
7. Welding
8. Textile Printing
9. Tailoring
10. Beautician
11. Electrical Wiring
12. Mobile Repairing
13. Printing and Book Binding

14. Soap Making
15. Candle Making
16. Light Engineering
17. Catering
18. Fashion Designing
19. Care Giving
20. Nursing
21. Any other similar or equivalent trades under National Skill Development/ Mission/National Skill Training norms

Status of Children in Haryana for Skill Training

As per the data available, approximately 1050 children in the age group of 14-18 yrs and 18 years above require skill training. The number of children residing in the Child Care Institutions (Observation Homes, Special Homes, Place of safety for children in conflict with law and children Homes for Children in need of care and protection) may vary from time to time. The district wise details of Children in the respective age groups are as under:

Table no. 1

Sr. no.	Name of the district	No. of the children in age group 14-18 yrs
1	Ambala	41
2	Bhiwani	15
3	Fatehabad	0
4	Faridabad	114
5	Gurgaon	43
6	Hisar	11
7	Jind	0
8	Jhajjar	9
9	Kaithal	12
10	Karnal	151

11	Kurukshetra	14
12	Mewat	44
13	Narnaul	0
14	Palwal	8
15	Panipat	28
16	Panchkula	46
17	Rewari	28
18	Rohtak	29
19	Sirsa	2
20	Sonipat	144
21	Yamunanagar	62
	Total	801

Table no. 2

Sr. no.	Name of the district	No. of the children in age group above 18 yrs	
		M	F
1	Ambala	0	0
2	Bhiwani	0	0
3	Fatehabad	0	0
4	Faridabad	1	39
5	Gurgaon	6	17
6	Hisar	0	0
7	Jind	0	0
8	Jhajjar	0	0
9	Kaithal	2	0
10	Karnal	5	40
11	Kurukshetra	0	0
12	Mewat	17	0

13	Narnaul	0	0
14	Palwal	4	4
15	Panipat	5	0
16	Panchkula	0	12
17	Rewari	4	7
18	Rohtak	0	0
19	Sirsa	0	0
20	Sonipat	30	27
21	Yamunanagar	0	6
	Total	74	152

INSTRUCTIONS TO BIDDERS

A. GENERAL INSTRUCTIONS

1. Eligibility of the Bidders

- i. An eligible Bidder must be a legal entity in the form of Private Limited Company/Public Limited Company/Society/Trust.
- ii. Bidder should be a single entity (No consortium Allowed)

2. Technical Eligibility Criteria

- i. Must have experience in skill development training in the past 3 financial years.
- ii. Must have a valid unique ID of NGO partnership System of Niti Aayog.
- iii. Must have skill development training centre for government projects in at least 5 states across India.
- iv. Must not have been blacklisted by any State Government/Central Government/Donor Agency.
- v. Should have experience in skill training in NSQF compliant courses continuously for at least the last three years preceding the date of submission of the proposal.

3. Financial Eligibility Criteria

Eligibility criteria have been defined as follows for bidders:

- i. Average annual turnover of at least Rs.10 crores in the last 3 years.
- ii. Net worth of at least Rs 10 Cr as on last year

4. Another condition

1. Skill Training partners will have to impart training inside the campus of the Observation Homes, Special Homes, and Place of safety for children in conflict with law.

B. EVALUATION OF BIDS

Evaluation of Bidders as Evaluation Criteria (Maximum of 100 marks)		
Sr. no.	Parameters	Max. Marks
Part A: Technical Proposal submitted to HSCPS		
A1	Technical qualification (Max Marks:30)	
a	Skill Development Training in the past 3 financial years in the sector in which proposal is submitted <ul style="list-style-type: none">• Completion of skill training for average annual number trainees of more than 1500 trainees and less than 2500 trainees in last 3 years: 10 marks• Completion of skill training for average annual number trainees of more than 2500 trainees in last 3 years:15 marks	15
b	Having ISO 9001 quality certification	5
c	Having valid unique ID of NGO partnership system of NITI Ayog	10
A2	Financial Qualification (Max. Marks:40)	
a	Average annual turnover over past 3 years <ul style="list-style-type: none">• Less than Rs.10 Crore:0 mark• Rs.10 crores to 20 crore:25 marks	25
b	Net worth in the last year (Type 2) <ul style="list-style-type: none">• Less than Rs.10 crore:0 mark• Rs.10 crores to 20 crore:10 marks• Rs.20 crores to 30 crore:15 marks	15
Part B; Technical Presentation before the Selection Committee		
B1	Technical Presentation (Maximum marks:30)	
a	Indicative details to be presented:	30

	<ul style="list-style-type: none">• Bidder's understanding of skill development• Bidder's understanding of Haryana and suitability for the state.• Bidder's approach & methodology for skilling.• Bidder's experience in skill training	
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C. Queries to be made

- Pre bid queries email training.icps.wcd@gmail.com
- Phone-0172-2571151-41
- FAX-0172-2560225

D. PAYMENT- The various Skills impartation will be as per National Skill Training Council Norms and payment terms.

**APPENDIX-1
Covering Letter**

To,

Member Secretary cum Director
Haryana State Child Protection Society
Women and Child Development Department
Bays No. 15-20, Sector 4,
Chandigarh

Dear Sir,

Subject:- Empanelment of Skill Training Partners for imparting skill training to children of Child Care Institutions(CCI) in Haryana

This is in response to the RFP issued by the Haryana State Child Protection Society (Ref No.....) dated2018.

We..... (Name of Organization) are keen to get selected for the RFP

We hereby confirm that:

1. The RFP is being submitted by which is the “Bidder” for the Sectors..... in accordance with the conditions stipulated in the RFP.
2. We have examined in detail and have understood the terms and conditions stipulated in the RFP issued by HSCPS and in any subsequent communication sent by HSCPS. 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 RFP or in any of the subsequent communications from HSCPS.
3. The information submitted in our RFP is complete and correct to the best of our knowledge and understating. We should be solely responsible for any errors or omissions in our RFP. We acknowledge that HSCPS will be relying on the information provided in the RFP and the documents accompanying such RFP for Empanelment of Skill Training Partners for

Skilling Residents of Child Care Institutions (CCI) in Haryana 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 RFP are true copies of their respective originals.

4. We acknowledge the rights of HSCPS to reject our RFP without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable, our right to challenge the same on any account whatsoever.
5. We declare that we satisfy all legal requirements and meet all the eligibility criteria laid down in the RFP
6. This RFP is unconditional and we hereby undertake to abide by the terms and conditions of the RFP
7. We understand that any work sanctioned in pursuance to the bidding process detailed in this RFP shall be on the terms and conditions specified in the Letter of Award/ Work Order/ Agreement pertaining to work, which shall be thoroughly reviewed and accepted by us before undertaking such work.
8. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, undesirable practice or restrictive practice.

For and on behalf of:

Signature:

Name:

Designation:

(Company Seal)

(Authorised Representative and Signatory)

**Women & Child Development Department
Haryana Government**

Request for Proposals

APPENDIX-II

AFFIDAVIT

I/We, on behalf of..... (Name of Organization), with its registered office at..... (Address) do hereby declare that the above mentioned Bidder has not been blacklisted, debarred by any State/ Central Government authority/ Donor Agency.

For and on behalf of:

Signature:

Name:

Designation:

Date:

(Company Seal)

(Authorised Signatory)

APPENDIX-III

Format-Bidder's Details

(To be provided by Authorized Signatory on Letterhead with his/her signature and company seal)

Sr. No.	Description	Details	Document at Page No
1	Name of Legal Entity		
2	Status/ Constitution of the Bider		
3	Registration Number		
4.	Date of Registration		
5	Place of Registration		
6	PAN Card Number		
7	Valid Affiliation with Sector Skill Council(Yes/ No)		

For and on behalf of:

Signature:

Name:

Designation:

Date:

(Company Seal)

(Authorized Signatory)

Note: Copy of appropriate registration/ incorporation certificate along with a copy of PAN card should be appended as a part of this form. Copies of all documents should be appended in the same order as mentioned in the table.

APPENDIX-IV

Format-Technical Capability Statement

(To be certified by a Chartered Accountant)

Skill Development Training in past 3 financial years:

Sr. No.	Financial Year	Number of Trainees for whom skill training has been completed
1.	2015-2016	
2.	2016-2017	
3.	2017-2018	
	Average	

Signature and Seal of Chartered
Accountant

Note:

The onus of providing adequate and verifiable supporting evidence (of numbers of trainees trained and placed) lies upon the Bidder. Detailed candidate-wise data may be provided on CD, if required. Supporting evidence must be provided as below

1. Original Certificate by a Chartered Accountant stating the number of trainees for whom skill training has been completed by the Bidder as per the conditions stated in the note under clause 3.3.4

And

2. Self Attested copies of any of the following: Work order for each programme accompanied by Certificate of Completion/Proof of Final Payment from Government Bodies indicating the number of candidates trained in the Sector, Printouts of verifiable information from Government MIS systems showing number of candidates trained

APPENDIX-V

Format-Financial Capability Statement

(To be certified by a Chartered Accountant)

On the basis of audited financial statements, I/We hereby submit that.....(Name of Organization), having registered office at.....(Address), has annual turnover and net worth in past three consecutive financial years(2014-15,2015-16 and 2016-17), as follows

Sr. No.	Financial Year	Annual Turn Over(Rs Lakhs)	Net Worth (Rs Lakhs)
1.	2015-2016		
2.	2016-2017		
3.	2017-2018		
	Average		

Signature and Seal of Chartered
Accountant

Note:

1. Bidder is required to submit the audited financial statements for the past three years (2014-15, 2015-16 and 2016-17)
2. All Supporting documents should be duly certified by a Chartered Accountant
3. Supporting definitions:
 - Turnover: Revenue net of any taxes and duties payable
 - Net worth= Paid up Equity share capital (excluding share capital allotted for consideration other than cash)+ Free Reserves and Surplus(excluding revaluation reserves)-Deffered Revenue Expenditure/ Miscellaneous Expenditure not written off- Debit Balance in Profit and Loss Account- Cross holding of investments amongst consortium members in case of consortium.

**Women & Child Development Department
Haryana Government**

Request for Proposals



REQUEST FOR PROPOSALS (RFP)

For

**Empanelment of Skill Training Partners for skilling residents of Child
Care Institutions (CCIs) in Haryana**

(RFP no.:6092 CP/HSCPS/2018-19 dated 03.07.18/2018)

Last Date of Submission of Proposal

24.07.2018

**Haryana State Child Protection Society
Women and Child Development Department Bays No. 15-20 Sector 4, Panchkula,
Haryana
Website-www.wcdhry.gov.in**

Haryana State Child Protection Society (HSCPS)
(Women and Child Development Department)
Bays No. 15-20, Sector 4 Panchkula, Haryana

RFP no.:6092/CP/HSCPS/2018-19 dated 03.07.18/2018)

Haryana State Child Protection Society hereby intends to invite proposals from eligible agencies for Empanelment of Skill Training Partners for Skilling children of Child Care Institutions (CCIs) and other institutions in Haryana. Haryana State Child Protection Society will empanel the agencies for skilling approximately 1050 children in various vocations/ trades as per the criteria mentioned in the RFP document.

Empanelment of skill training provider will be based on purely on technical evaluation. The Proposals will be evaluated on the basis of information provided by the bidder and the evaluation will be done as per detailed criteria mentioned in RFP document.

Interested agencies may refer detailed RFP document indicating various vocations/ trades, instructions and terms and conditions and download the proposal from www.wcdhry.gov.in from **4.07.2018 on 9.00 am**.

Proposal shall be submitted in the office of Women and Child Development Department, Panchkula, Haryana on or before **24.07.2018 till 15:00 hrs**. Late or delay submission will not be accepted. For any further information regarding RFP, contact at Phone number-0172-2571151-41/email to-training.icps.wcd@gmail.com

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Member Secretary (HSCPS) cum Director,
Women and Child Development Department
Bays No. 15-20, Sector 4 Panchkula, Haryana