



सत्यमेव जयते

Government of India
Ministry of Textiles, Textiles Committee
P Balu Road, Prabhadevi Chowk, Prabhadevi
Mumbai — 400 025

Invitation for Expression of Interest (EOI)
For engagement of consultancy firm for organising a survey for Skill Gap
Analysis in the Textiles and Clothing Sector of India

05th February, 2016

Textiles Committee
Ministry of Textiles, Government of India
P. Balu Road Prabhadevi Chowk, Prabhadevi, Mumbai

Notice Inviting Expression of Interest (Eoi)

No. 10/67/1/2015 – MR

05.02.2016

Subject: Expression of Interest (EOI) for engagement of consultancy firm for organising a survey for Skill Gap Analysis in the Textiles and Clothing Sector of India

Textiles Committee, Ministry of Textiles, Govt. of India intends to engage a reputed consultancy firms as a consultant for organising a survey for Skill Gap Analysis in the Textiles and Clothing Sector of India across the country, with an objective to ascertain the existing skill gap in the different segments of the textile industry namely, SPINNING, WEAVING, KNITTING, PROCESSING, GARMENTING, MADE- UPS and TECHNICAL TEXTILES.

The interested consultancy firms may send their Expression of Interest (as uploaded in Textiles Committee's website www.textilescommittee.nic.in) latest by 1700 hrs on 26/02/2016. Briefing Session is kept on 17th February 2016 at 3.00 PM for clearing doubts/queries related to EOI, if any, by prospective consultancy firm. Sealed Eols with the required documents clearly mentioning the relevant proposal and to undertake such a consultancy assignment should be sent by post or by hand at the following address:

The Secretary,
Textiles Committee, Ministry of Textiles,
4th Floor, P Balu Road, Prabhadevi Chowk,
Prabhadevi, Mumbai — 400 025;

Secretary
Textiles Committee

Invitation for Expression of Interest (Eoi)

1. Textiles Committee, Ministry of Textiles proposes to engage a reputed consultancy firms/research organization as a consultant for organising a survey for Skill Gap Analysis in the Textiles and Clothing Sector of India across the country. The different segments of the textile industry to be covered under the study are **SPINNING, WEAVING, KNITTING, PROCESSING, GARMENTING, MADE- UPS and TECHNICAL TEXTILES.**

2. Details regarding scope of work, deliverables and eligibility criteria are given in paragraphs 5 to 7.

3. Interested consultancy firms/research organization may send their Expression of Interest to Textiles Committee demonstrating their ability to carry out the responsibilities specified in the scope of work and demonstrating that they meet the eligibility conditions set out for this assignment. The format for submission of the Expression of Interest is given at **Annexure I.**

4. It may be noted that a financial proposal is not required at this stage.

5. Objectives and Scope of Work

The agency shall

- I. Organize the study at pan India level.
- II. Define the job roles and skill sets as applicable to the seven segments of the textile and clothing industry i.e spinning, weaving, knitting, processing, garmenting, made ups and technical textiles as per the existing technology.
- III. Map the Occupations related Skills in tandem with the technology level prevalent in the various segments of the textiles industry at different clusters
- IV. Assess the availability of skilled man power at each job roles & skill sets in each selected segments with respect to the existing technology.
- V. Assess the requirement of the skilled manpower at each job roles & skill sets of the selected segments of the textile industry with respect to the technology.
- VI. Assess the skill gap at each job roles & skill sets in tandem with the technology level in various segments of the textiles industry.
- VII. Develop cluster/ state / national level skill gap analysis reports
- VIII. Project year wise future requirement of the skilled manpower for each selected segments at each job roles & skill sets upto 2024-25.

6. Deliverables:

- (i) A detailed report on the skill gap analysis covering both quality and quantity wise assessment of the manpower as well as the projections for identified seven segments of the textile industry.
- (ii) Raw and Analyzed data in soft format;
- (iii) Cluster/ state / national level skill gap analysis reports
- (iv) All the reports have to be submitted both in soft and hard copy.

7. Eligibility Criteria:

- (a) The agency shall be a legal entity eligible to enter into an agreement/contract with the Textiles Committee to undertake work contract in India.
- (b) The agency must be engaged in Academic/Social/Statistical Research or Consultancy and should have demonstrated experience of at least **ten (10)** years on due date of application, in conducting action research, preferably in the field of Indian Textile Sector/Agri Sector/SME sector/Automobiles/similar sectors.
- (c) The agency should have an employee base of more than 10 professionals on long term contract (at least 3 years preceding the current financial year) or on permanent basis, having a minimum academic qualification of Bachelors' in their relevant fields.
- (d) The agency should have the experience of working with Government/social sector projects and should have successfully executed at least one large scale research study with a minimum value of Rs.25 lakh in the last 3 years preceding the current financial year.
- (e) The agency should also have a minimum annual turnover of rupees three crore during the last three years preceding the current financial year.
- (f) The agency should be a single agency/organisation and not a consortium, joint venture or partnership.

8. Cost of the Study:

Cost would depend on the technical and financial bids to be submitted by the qualified applicants in response to the RFP to be forwarded to the shortlisted firms/agencies. The technical and financial bids shall be evaluated by a Consultancy Evaluation Committee constituted for the purpose by adopting **Combined Quality cum Cost Based System (CQCCBS)**. The costs associated with the preparation and submission of the response to the EOI and RFP shall be borne by the bidders.

9. Selection Criteria

The Consultancy Evaluation Committee of Textiles Committee shall evaluate the EoIs received based on the following evaluation criteria:

Sr. No	Criteria	Weightage
1	Past Experience of the Firm <ul style="list-style-type: none">• Number of years of experience• Past experience of studies of similar nature• Past experience in carrying out studies in related sectors• Studies carried out in India	60% 20% 50% 20% 10%
2	Experience of Key Personnel <ul style="list-style-type: none">• Qualifications• Relevant Experience	25% 30% 70%
3	Financial strength of the firm <ul style="list-style-type: none">• Turnover figure for last three years• Net Profit figure for last three years	15% 50% 50%

All applicants who secure 60% and more as per the above evaluation criteria will be invited to submit bids against a RFP that will be issued incorporating a standard scope of work, methodology including sampling technique and sample size etc.

10. Time Frame

The total exercise shall be completed within six months from the date of award of the consultancy.

11. How to apply

A Sealed envelope containing the **EOI (signed on each page)** prepared in accordance with the procedure indicated in this document, should be submitted in person or sent by courier, registered/speed post etc., to The Secretary, Textiles Committee, Ministry of Textiles, 4th Floor, P Balu Road, Prabhadevi Chowk, Prabhadevi, Mumbai — 400 025 in the proforma given in **Annexure 1** as per Schedule given below. The EoI received by mail or after due date and time will not be considered.

(a) Name of the Purchaser:-

The Secretary, Textiles Committee, Ministry of Textiles, Government of India.

(b) Addressee and address at which EOI is to be submitted:-

The Secretary

**Textiles Committee, Ministry of Textiles, Gol
4th Floor, P Balu Road, Prabhadevi Chowk,
Prabhadevi, Mumbai — 400 025;**

(c) Last Date and time for receipt of EOI:- **26th February 2016 till 5.00 PM;**

(d) Briefing Session is kept on 17th February 2016 at 3.00 PM for clearing doubts/queries related to EOI, if any, by prospective consultancy firm. Those interested can attend the briefing session in person or can send their authorized representative with authorization letter on above mentioned date at Textiles Committee, Mumbai

(e) Name of the contact person for any clarification:-

Shri T.K Rout, Deputy Director (MR), Textiles Committee, Ministry of Textiles, 2nd Floor, P Balu Road, Prabhadevi, Mumbai—400025 Tel: 022-66527563; tc.unctad@gmail.com

(f) Date till which the EOI should be valid 180 days from the date of opening of EOI.

11. General Terms & Conditions

Notwithstanding anything contained in this document,

a. Only short listed agencies will be issued **Request for Proposal** (RFP) document with an invitation to submit Technical and Financial Bid separately in two sealed envelopes.

b. The Secretary, Textiles Committee reserves the right to accept or reject any request/proposal, or to annul the EOI process or reject all requests/proposals, at any time without any liability or any obligation for such rejection or annulment, without assigning any reasons thereof. It reserves the right to cancel/re-tender this EOI process, if the necessity so arises. It also reserves the right to seek further information/ details.

c. Institutions/organisations, if found to have indulged in any corrupt or fraudulent practices, will have their EOI document summarily rejected.

12. The purchaser shall not be responsible for non receipt/ non delivery of the Bid document due to any reason whatsoever.

APPLICATION FORM FOR EXPRESSING OF INTEREST (EoI)

For engagement of consultancy firm/Research Organisation for organising a survey for Skill Gap Analysis in the Textiles and Clothing Sector of India

1	Name of the Organisation	
2	Mailing address	
3	Telephone and fax number	
4	E-mail address/Website	
5	PAN Number	
6	Whether the Organisation applying for the Consultancy is a Legal Entity Eligible to enter into Contract <i>(please provide supporting documents)</i>	Yes/ No
7	Year of establishment and constitution of institution/organization. <i>(please provide supporting documents)</i>	
8	Whether the applicant is a single institution/ organization and not a consortium or joint venture or partnership <i>(please provide supporting documents)</i>	Yes/ No
9	Does the Organisation have ten (10) years of relevant experience	Yes/No
10	Does the Organisation have an employee base of more than 10 professionals on long term contract/ permanent basis <i>(Please enclose a list of key personnel indicating their name, qualification, designation, date from which employed with it and date upto which they engaged)</i>	Yes/No
11	Does the organisation have experience of conducting research Projects and at least one large study of minimum value of Rs. 25 Lakhs or more in last 3 years <i>(Please enclose statement and relevant documents)</i>	Yes/No
12	Does the organisation have a minimum annual turnover of rupees three crores from research/ survey/ consultancy services during the last three financial years <i>(Please enclose last three years statement)</i>	Yes/No
13	Details of the person authorized to make commitments and correspond on behalf of the Organisation with Textiles Committee:	
	i. Name	
	ii. Designation	
	iii. Telephone No.	
	iv. Fax No.	
	v. Mobile No.	
	vi. E-Mail Address	

Other Information and documents required to be attached with the EOI: -

1. Copy of the document to support that the firm/Organisation applying for the Consultancy is a Legal Entity Eligible to enter into Contract
2. Copy of the document indicating its year of establishment and constitution of firm/organization
3. Copy of the document to support the statement that it is a single firm/ organization and not a consortium or joint venture or partnership firm
4. The details of the top management with their professional qualification and experience
5. Profile of personnel with qualifications, experience & relevant certification, who can be assigned this particular job.
6. A brief write-up on the proposed plan to be adopted for carrying out this research study (in not more than two pages).
7. A list of projects completed in the last eight years, in which the firm/Organisation has delivered services similar to that in this advertisement. Also please provide certificate of completion of the projects from authorised officials in the Government Departments:

Name of Project	Date of Award of Project	Date of Completion of Project	Country	Value	Recipient's Name	Short Description of project

9. Details of professionals employed on permanent or long term contract basis (that is, exceeding 3 years):

S. No	Name Designation and Qualification	Permanent or Contract basis	Period of Engagement		Work experience (in years)	Summary of work experience (project/ role/ tasks)
			From	To		

10.A Statement indicating the Annual turnover of the Organisation in the following format:

Year	Total Turnover	Turnover from similar services
2012-13		
2013-14		
2014-15		

Certificate

It is certified that:

1. The information given above and enclosed with this application is TRUE to the best of my knowledge and belief. The organisation shall stand liable for any information given which is later found to be FALSE.
2. Our Firm/organisation is interested to undertake the proposed study.
3. I am competent to sign this Certificate.

(Signature of the bidder)

Place:

Name: _____

Designation: _____

Address: _____

Date:

Seal of the Firm/Organisation: