REQUEST FOR PROPOSAL (RFP)

Shortlisting of Assessment Agencies to associate with Textile Sector Skill Council

Textile Sector Skill Council (TSC)
14-H, Hansalaya Building
15, Barakhamba Road, New Delhi - 110 001

27th May 2023

Contents

1   Introduction

Textile Sector Skill Council (TSC) is an industry driven non-profit organization registered under Section 8 (1) of the Companies Act, 2013. TSC is a recognized as an Awarding Body by National Council for Vocational Education and Training (NCVET) since July 2022. Textile Sector Skill Council has been approved by National Skill Development Corporation, which is under the aegis of Ministry of Skill Development & Entrepreneurship, Govt. of India. The Functioning of TSC is governed by its board with representatives from 14 Textile industry associations, Export Promotion Councils, DC Handloom and NSDC. TSC is committed to develop world-class skilled manpower for all segments of textile manufacturing, starting from Spinning to Fabric Finishing which includes organized mill sector, Power loom industry, Handlooms and technical textiles. TSC has 71 active Qualifications (**Annexure-I**) as on 4th April, 2023 (which comprises more than 80% of the workforce in the sector) listing competencies of the respective job roles. TSC trained and certified 3.5+ candidates in the textile mill and handloom sector.

This Request for Proposal (RFP) is to invite organizations approved by NCVET as an Assessment Agency to be associated with TSC for conducting the Assessments for the candidates trained aligned to Qualifications owned by TSC. The RFP provides applicants with the relevant operational, application, and affiliation requirements that must be fulfilled for being eligible for being associated with TSC as an Assessment Agency.

1.1   Purpose of the RFP

The purpose of the RFP is to identify and accredit Eight to Twelve NCVET-approved Assessment Agencies by TSC for conducting assessments. Interested organizations are invited to fill in their willingness for participating in the RFP at the link - https://forms.gle/cNH5jvqRZuddazri7 by 5th June 2023 and submit the soft copy of their application to raja@texskill.in and hard copy of the application to TSC office at the address given below by 20th June 2023 for further processing

Address for submitting the hard copy of the application
Textile Sector Skill Council
14H, 14th Floor
Hansalya Building
15, Barakhamba Road
New Delhi – 110001
011-43536355

1.2   Scope of Work

The primary function of an Assessment Agency (AA) would be to conduct quality assured standardized assessment and recording of results. In addition, an AA must also develop assessment strategy, tools and SOPs to ensure availability of accessible standardized assessment tools, certified Assessors/Examiners allocating them to training batches, performance rating of assessors and proctors, setting up of grievance redressal mechanism and co-operation with the TSC in case of any inspection or audit.

1.3   Confidentiality

This Request for Proposal, including any other material and information provided by Textile Sector Skill Council, contains Textile Sector Skill Council proprietary and information that is provided to you for your exclusive use in evaluating and preparing your response. This document should not be duplicated except as necessary to prepare your response.

2 Applicants Instructions

2.1 Background

This RFP has been issued to organizations that will respond satisfactorily to the Request for Proposals (RFP) dated 27th May 2023. The RFP identifies Textile Sector Skill Council's requirements in sufficient detail in order to shortlist the Assessment Agency organizations.

2.2 General Instructions

Applicants are requested to consider the following instructions when preparing their responses:

- Only the organizations approved as Assessment Agency by NCVET are invited to respond to this RFP and the same shall be considered.
- Applicant must register their intent in prior regarding their participation in the selection process at the following link - https://forms.gle/cNH5jvqRZuddazri7
- Applicants must submit proof of their prior experience in the Textile & Handloom sector assessments.
- Applicants must address to all matters raised in this RFP. Failure to adhere to the specified format may disqualify an applicant from further consideration.

Submission of proposals shall constitute evidence that the applicant has made all the above-mentioned examinations, and is free of any uncertainty.

2.3 RFP Changes

Textile Sector Skill Council reserves the right to negotiate any or all RFP terms and conditions, and to cancel, amend or resubmit this RFP in part or entirety at any time. This RFP has been issued exclusively for providing adequate information about Assessment Agency organization for association with Textile Sector Skill Council.

2.4 Disqualification

Statements known to be, or subsequently found to be, inaccurate or misleading may disqualify the applicant from further participation in the evaluation process.

3 Other Application Details

3.1 Structure of the Response

All responses to this proposal must follow the structure given below:

Note: Response to all questions is mandatory. Don't skip any question/s. Relevant proofs are required for evaluation, missing of supporting proofs/ questions may lead to disqualification of the application.

Application

1. Executive Summary
2. Organization Profile
    a) Legal Name:
    b) Address:
    c) Recognized by NCEVT as Assessment Agency: Yes/ No (Please attach proof)
    d) Date of Approval by NCVET as AA:
    e) Head Name:
    f) Head Contact Number:
    g) Head Mail ID:
    h) SPOC 1 Name:
    i) SPOC 1 Contact Number:
    j) SPOC 1 Mail ID:
3. Assessment Experience:
    a) Textile & Handloom Sector Assessment Experience (Insert separate rows for each entry):

Sr. No	Sub Sector *(Spinning/ Weaving/ Knitting/ Processing/ Handloom/ Technical Textiles)*	Scheme/ Funding Agency	Job role Course Name	No of Assessments Done	Financial Year	State	Proof Attached (Yes/ No)	Proof Link

    b) Total Summary of Assessment:

Total Assessments done in Textile & Handloom Sector	Total Number of States Covered	Total Job roles covered

4. Assessor Details:

Sr. No	Assessor ID (As on SIP)	Assessor Name	Job role ID - Job role Name *(Job role details – Annexure 1)*	Certificate Validity Date	Current Validity of the certificate (Yes/ No)	Proof/ Consent letter of the Assessor for association with the AA	Proof Link

Enter more rows if required

5. Subject Matter Experts (SME):

Sr. No	SME Name	Sub Sector *(Spinning/ Weaving/ Knitting/ Processing/ Handloom/ Technical Textiles)*	Date of Engagement	Bio Data/ Profile Link

Enter more rows if required

6. Question Bank
   a) Availability of Question Bank

Sr. No	Textile Job role Name	Question Paper Language *(English/ Hindi/ Tamil/ Assamese)*	No of Questions	Question paper Link
1				

Enter more rows if required

   b) Total Summary of Question Banks:

Total Number of Question Banks available	Language wise question paper count			Total
	English	Hindi	Tamil	

Enter more rows/ columns if required for languages/ question bank titles

7. List down the best practices followed by your organization in the assessment process

Sr. No	Best Practice Description	Supporting Evidence/ Proof
1		

Enter more rows if required

8. Availability of Assessor performance evaluation report: Yes/ No (Attach report format/ template)

9. List of blacklisted/ suspended assessors in the past 5 years:

Sr. No	Assessor ID (SIP)	Assessor Name	Suspended (or) Blacklisted	Reason for Blacklist	Blacklist/ Suspend Date	Blacklist/ Suspend Valid Till
1						

Enter more rows if required

10. Social Media Platform information

Sr. No	Social Media Platform Name	Handle/ Page Name Link	Total Followers	Average posts in a month related to assessment activity
1	Facebook			
2	Twitter			
3	YouTube			

Enter more rows if required

11. List down the process/ mechanism followed by your organization to bring transparency in the assessment process

Sr. No	Transparency Mechanism Description	Supporting Evidence/ Proof Link
1		

3.2   Schedule of Events

Event	Date
RFP Release Date	27th May 2023 (T)
Registration of participation in RFP through Google link	T+ 10 days (5th June '23)
Questions from Applicants	T+15 days (10th June '23)
Submission of proposal (Hard & Soft Copy)	T+ 25 days (20th June '23)
Tentative timeline for selection of AA	T+ 45 days (10th July '23)

3.3   Contacts

Any questions concerning queries/ clarifications must be addressed to:

Name	Dr Swapna Mishra
Address	Textile Sector Skill Council (TSC) 14-H, Hansalaya Building 15, Barakhamba Road, New Delhi - 110 001
Email	info@texskill.in

Responses to the RFP are due by T+20 days Please submit your response in hard copy as well soft copy to:

Name	Mr Vigneshraja
Address for submission of Hard Copy	Textile Sector Skill Council (TSC) 14-H, Hansalaya Building 15, Barakhamba Road, New Delhi - 110 001
Email ID for submission of soft copy	raja@texskill.in info@texskill.in

3.4 Evaluation Criteria

The following evaluation criteria will be followed for shortlisting/ selection of AAs,

S No.	Parameter	Max Points	Criteria	Weightage Points		
	Overall Experience	15	Number of Years in assessment	More than 10 Years	5 to 10 Years	Upto 5 Years
				15	10	7
i	Experience in sector	10	Number of Years in assessment	More than 5 Years	3 to 5 Years	Upto 3 Years
				10	08	06
ii	Candidates Assessed	10	In last 3 years	More than 25,000	10,000 to 25,000	Upto 10,000
				10	7	5
v	Assessment Methodology	10	Will be determined by evaluation committee	Subjective score based on rigour and innovation of approach and methodology		
v	Affiliation with Govt. Organization (GoI or State Skill Missions)	10	Affiliated with minimum 1 organization	More than 5 Organizations	3 to 5 Organizations	1-2 Organization(s)
				10	7	5
vi	Geographic Presence	10	Minimum presence in 3 States/UT	More than 10 States	4 to 10 States	3 States
				10	7	5
vii	Affiliated with other SSC	05	Minimum affiliation with 3 SSCs	More than 5 SSCs	4 or 5 SSCs	3 SSCs
				5	3	2
viii	Mode of assessment – Tablets/Pen and Paper	20	Assessment Modalities and Geo tagging	Online Computer based	Offline Computer based	Pen-Paper mode
				20	12	5
ix	Monitoring Mechanism of assessments	10	Continuous Monitoring of the	Real time Online Video-Audio Monitoring & Recording	Standalone Video-Audio Records	Visits by Proctors

S No.	Parameter	Max Points	Criteria	Weightage Points		
			Assessment	10	5	3
x	Number of Subject Matter Experts on company's payroll	20	Based on evaluation of CVs	More than 5 Experts	3 to 5 Experts	Upto 2 Experts
				20	12	8
xi	Number of Assessors on payroll	10	No. of Assessors	More than 25 Assessors	10 to 25 Assessors	Upto 9 Assessors
				10	7	5
xii	Number of full-time employee	10	No. of full-time employee	More than 25 Employees	11 to 25 Employees	Upto 10 Employees
				10	7	3
xiii	Valid ISO Certification	10	Continuous Years in service with ISO Certification	More than 5 Years	3 to 5 Years	Up to 3 Years
				10	7	5
	Grand Total	**150**				

Note: TSC may add addition criteria if required at the later stage.

3.5 Awarding of Contract

Textile Sector Skill Council will evaluate the received applications based on the above Evaluation Criteria and any other additional criteria which may be deemed necessary.

The eligibility will be seen based on the above criteria and Textile Sector Skill Council has the right to reject responses not meeting the qualification criteria.

The tenure of the empaneled assessment agencies with TSC is for two years or till the validity of the respective AA's empanelment with the NCVET, whichever is earlier and subject to satisfactory performance.

TSC Job role List

Sr. No	QP Code	QP/Job Role Name	NSQF Level	Version
1	TSC/Q0101	Blowroom Operator	3	3
2	TSC/Q0102	Carding Operator	3	3
3	TSC/Q0103	Combing Preparatory Operator	3	3
4	TSC/Q0104	Combing Operator	3	3
5	TSC/Q0105	Draw Frame Operator	3	3
6	TSC/Q0106	Speed Frame Operator - Tenter and Doffer	3	3
7	TSC/Q0107	Jute Selector cum Assorter	2	3
8	TSC/Q0108	Jute Carding Operator	2	3
9	TSC/Q0201	Ring Frame Tenter	3	3
10	TSC/Q0202	Ring Frame Doffer	3	3
11	TSC/Q0203	Open-End Spinning Tenter	3	3
12	TSC/Q0204	Jute spinning Sardar (Jobber) cum Jr. Supervisor	4	3
13	TSC/Q0205	Ring Frame Operator	3	2
14	TSC/Q0301	Autoconer Tenter	3	3
15	TSC/Q0302	Cone Winding Operator-Manual & Assembly Winding	3	3
16	TSC/Q0303	TFO Tenter	3	3
17	TSC/Q0304	Jute Weft Winding Operator	2	3
18	TSC/Q0305	Winding Tenter	3	2
19	TSC/Q0306	Finished Package Checker-cum-Packer - Spinning	3	2
20	TSC/Q0401	Fitter Spinning Preparatory	4	3
21	TSC/Q0402	Fitter - Ring Spinning	4	3
22	TSC/Q0403	Fitter - Post Spinning	4	3
23	TSC/Q0901	Ginning Helper	1	3
24	TSC/Q0902	Assistant Cotton Grader (Ginning)	2	3
25	TSC/Q0903	Assistant Ginning Fitter	2	3
26	TSC/Q0904	Bale Press Operator	2	3
27	TSC/Q2101	Warper - Direct Warping Machine	3	3
28	TSC/Q2102	Size Mixer	3	3
29	TSC/Q2103	Sizing Machine Operator	3	3
30	TSC/Q2104	Jute Beaming Operator	2	3
31	TSC/Q2205	Knotting Machine Operator	3	3
32	TSC/Q2206	Pirn Winding Machine Operator	3	3
33	TSC/Q2210	Shuttle loom operator cum pirn winder	3	2
34	TSC/Q2211	Shuttleless Loom Operator	3	2
35	TSC/Q2301	Fabric Checker - Textiles	3	3
36	TSC/Q2302	Fabric Mender - Textiles	3	3
37	TSC/Q2401	Fitter Weaving Preparatory	4	3
38	TSC/Q2404	Fitter - Shuttleless Weaving Machine: Projectile	4	3
39	TSC/Q2405	Fitter - Shuttleless Weaving Machine: Air-Jet	4	3
40	TSC/Q2406	Fitter Helper - Weaving	2	3

Sr. No	QP Code	QP/Job Role Name	NSQF Level	Version
41	TSC/Q2601	Beam Carrier - Loader	2	3
42	TSC/Q4101	Knitting Machine Operator Circular Knitting	3	3
43	TSC/Q4102	Knitting Machine Operator Flat Bed Knitting	3	3
44	TSC/Q4103	Knitting Machine Operator Warp Knitting	3	3
45	TSC/Q5103	Textile Processing Preparatory Operator	2	2
46	TSC/Q5205	Dyestuff & Chemical Preparation Operator	2	3
47	TSC/Q5207	Textile Dyeing machine operator	2	2
48	TSC/Q5208	Textile Printing Machine operator	2	2
49	TSC/Q5404	Textile Post Processing Machine Operator	2	2
50	TSC/Q5405	Textile Finishing Machine Operator	2	2
51	TSC/Q5701	Fitter - Chemical Processing (Textiles)	4	3
52	TSC/Q7101	Cocoon tester cum purchaser	3	2
53	TSC/Q7102	Mulberry cocoon sorter, drier cum grader	2	2
54	TSC/Q7201	Hank Dyer	3	3
55	TSC/Q7301	Cone Winder-cum-Pirn Winder	3	3
56	TSC/Q7302	Warper - Handloom	3	3
57	TSC/Q7303	Two Shaft Handloom Weaver	3	3
58	TSC/Q7304	Hand Knitting Machine Operator	2	3
59	TSC/Q7306	Jacquard Weaver - Handloom	3	3
60	TSC/Q7307	Loin Loom Weaver	3	3
61	TSC/Q7401	Card Puncher (Automatic Machine)	3	3
62	TSC/Q7402	Kalamkari Artisan	2	3
63	TSC/Q7403	Assistant Design Maker - Textiles	3	3
64	TSC/Q7404	Ikkat Artisan	2	3
65	TSC/Q7502	Jacquard Harness Builder	2	3
66	TSC/Q7801	Handloom Entrepreneur	5	2
67	TSC/Q7901	Hand Spinning Operator	3	3
68	TSC/Q7902	Twister cum Doubler - Handloom	2	3
69	TSC/Q8201	Tape Plant Operator	3	3
70	TSC/Q8301	Tape Winder	3	3
71	TSC/Q8401	Circular loom operator (Shuttle type)	3	3