

EXPRESSION OF INTEREST

# National Cultural Skill Mapping

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National Skill Development Corporation (N.S.D.C) invites application from agencies as knowledge partners for national cultural skill mapping and development of parallel programs to re-position skills from the traditional knowledge sector. The programs and strategies under this initiative will address a vast number of the issues of sustainable livelihood, skill up-gradation, innovative sustainable job creation and balanced development.

## Background and Introduction

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Skills from the sector of traditional knowledge would refer to a set of practices and innovations developed by local communities over time and are in constant state of change also called in colloquial language as '*paramparik kaushalta*'.

A considerable number of these traditional skills are valuable for the contemporary society and such practices will have to be conserved by upgrading and capacity building of local population. These skills have borne the brunt of colonization, urbanization, globalization and migration leading to depletion of traditional consumer base and lowering the ranks of persons who wish to carry on the tradition. In many ways this is leading to deskilling and diminishing of these skilled communities. Agencies throughout the world are seeking innovative solutions to preserve skills belonging to the sector of traditional knowledge, thus there is a pressing need to initiate a course of action that will pave the way for economic viability and generate sustainable livelihood for the skill bearers which enable them to be closer to contemporary economic frameworks.

National cultural skill mapping is a comprehensive study to define, categorise and examine traditional, creative and cultural industries, including traditional handicraft, cultural heritage, performing art, visual arts and other dying arts. This activity will help create detailed methodologies to optimise economic potential of the sector through relevant skill mapping.

## Scope of Work

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It is envisioned that this exercise will percolate into local job creation hand in hand with ecological based development to sustain social groups in their own environment and prevent migration. The larger frame of reference would indeed cover activities ranging from practices related to agriculture, natural resources and habitats that get manifested in crafts, performing arts, festivities, linguistics, healing practices, rituals, lifestyles and range of activities that have sustained local communities in synergy with environment.

One of the objectives of the project would be empowerment of local community, ecological development, and capacitate endorsement of democracy at grassroots.

### First Phase

The first phase will include the following activities:

1. Identifying three states for national cultural skill mapping from either the northern, southern or central region of India (which the proposed knowledge partner agency in its proposal will need to describe and suggest). Refer to the list of states below.
  - North (Assam, Bihar, Himachal Pradesh, Jammu and Kashmir, Punjab, Rajasthan, and Uttar Pradesh, West Bengal)
  - South (Andhra Pradesh, Karnataka, Kerala, Maharashtra and Tamil Nadu)
  - Central (Gujrat, Madhya Pradesh and Odisha)
2. District wise Skill mapping would be done for all the three states.
3. Illustration of methodologies of mapping traditional knowledge skills in the suggested states.
4. The re-positioning skill program will include capacity building, local job creation, cultural sensitivity and cultural impacts including gender roles and ensuring responsible ecological and well balanced development.
5. The cultural skill mapping and the re-positioning skill development program will ensure inclusion of a wide spectrum of stakeholders from various fields such as private corporate players, NGOs, educational institutions, private individuals, grass root governing bodies, intergovernmental agencies both at the central and state levels to come in and play significant roles.

## 1. Format for proposal for National Cultural Skill Mapping

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### 1. Contents of EOI Application (one copy)

1.1 Introduction: Background of the Applicant Organisation(200 words)

1.2 Organizational Contact Details

Applicant Organizational Contact Details	
Name of Entity :	
Address :	
Contact Person : (Name & Designation)	
Telephone :	
Fax :	
Email :	

1.2. The Second Section will include the following elements (Outer word limit for the second section will be 1500 words):

- i) Defining methodology for national cultural skill mapping
- ii) The proposal will need to incorporate a paragraph on the ways to use data drawn from the mapping; keeping in mind diversities in cultural and social contexts in despaired geographical frames of reference
- iii) Identify specific districts within the states suggested above for the launch of first phase
- iv) Identify specific traditional knowledge skills and communities associated with them in the suggested states
- v) Specify local community actors and organizations who could be involved in execution and monitoring the programs on ground in the suggested states.
- vi) The proposal will need to describe methodologies to execute skill up-gradation, capacity building as well as job creations to ensure sustainable

livelihood, and conservation of selected skills from the sector of Traditional knowledge. As far as possible the suggested livelihood programs should be locally based.

- vii) The Applicant Organisation shall prepare a comprehensive activity plan. The duration of the Project should be clearly stated, with details on beginning and end of the Project. In no case should it be longer than 18 weeks.

## **2. Eligibility Criteria**

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**The eligibility criteria will be as follows:**

- a. The bidder should be an organisation, registered with registrar of companies/ registrar of societies, anywhere in India and should have mandatory valid approvals for running the organisation.
- b. The organisation or any of the consortium partners for this EOI is not undergoing period of any blacklisting from any organisation.

## **3. Submission of Proposal**

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3.1 The proposal from the interested organisation will be submitted under sealed cover.

The following should be clearly mentioned on the sealed cover: -

- (i) Response to the EOI for National Cultural Skill Mapping dated 27/08/2015
- (ii) Name of the organisation with address and stamp

3.2 The proposals from the interested eligible organisation shall be accepted at the following address up to 1700 Hrs (Indian Standard Time) on 30/09/2015

**The proposal shall be addressed to**

Kamakshi Kapur  
Coordinator-Program Development  
National Skill Development Corporation, Block A, Clarion Collection (Qutab Hotel)  
Shaheed Jeet Singh Marg,

New Delhi-110016  
Tel: +91-11-47451600-10(121)  
Fax: +91-11-46560417

3.3 The proposal may be sent by post or delivered in person to the above mentioned address. The responsibility for ensuring that the proposals are delivered in time would vest with the Applicant Organisation. NSDC shall not be responsible if the proposals are delivered late or elsewhere.

3.4 Proposals received either by post or courier service or in person after the specified date and time will not be opened or considered. NSDC, at its discretion, may extend the deadline for the submission of the proposals.

### **3.5 DOCUMENTS TO BE SUBMITTED IN THE OFFER**

The organisation is required to furnish the following documents:

- (i) Certificate of Registration in support of para 2(a) above.
- (ii) Copy of the charter documents of the Applicant Organisation.
- (iii) List of mandatory approvals required as per para 2(a) above along with copy of the said approvals including PAN / TAN, memorandum of association and articles of association.
- (iv) Certificate from scheduled bank / practicing chartered accountant in support of para 2(b) above. The said certificate must not be more than 1 month old from the date of opening of bids.
- (v) Latest Audited Annual report of the organisation.
- (vi) Copy of EOI & clarifications issued by NSDC to this EOI, if any, duly signed and stamped on each page by the authorized signatory of the organisation as a mark of acceptance of all conditions of the EOI.
- (vii) Board resolution in favor of authorized signatory authorizing him to correspond with NSDC for this EOI.
- viii) Copy of MOU with the consortium partner, if any. Note – In case of many consortium partners, each of the consortium partners will be jointly and severally responsible for any matter relating to this bid and matters related thereto.

- ix) Valid proof of signature evidenced by submitting a copy of valid government ID containing authorised signatory

**Note:-**

- a) All papers which are photocopies and submitted as part of the proposal shall be duly attested by the Authorised Signatory of the Applicant Organisation.
- b) Each of the pages of the proposal submitted will be signed and stamped by the Authorized Signatory of the Applicant Organisation.
- c) Each page of the proposal should be duly numbered and total number of pages in the proposal should be clearly mentioned in the proposal. Index of the documents submitted in this EOI should be given and location of the documents submitted should be clearly mentioned in the Index so that evaluation committee is able to easily locate them.

## **4. Clarifications on EOI Documents**

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4.1 The prospective bidder organisation requiring any clarification on this document shall notify NSDC in writing at

Mailing Address:

Kamakshi Kapur

Coordinator-Program Development

National Skill Development Corporation, Block A, Clarion Collection (Qutab Hotel)

Shaheed Jeet Singh Marg, New Delhi-110016

Tel: +91-11-47451600-10(121)

Fax: +91-11-46560417

or by email at [kamakshi.kapur@nsdcindia.org](mailto:kamakshi.kapur@nsdcindia.org). Any clarification sought should be submitted latest by T+3 weeks. The clarification sought should specifically contain name, address, telephone number, mobile number, email ID of the authorized signatory of the bidding organization and the name of the organization.

Clarifications sought, are to be asked in the following format:-

S.NO.	Clause No. of the EOI	Query / Clarification sought	Name of the organisation asking the query

**Note:- T is the date of issue of EOI on the website of NSDC**



4.3 Any clarifications issued by NSDC shall form an integral part of this document and shall amount to an amendment of relevant clauses of this document.

## **5. Evaluation**

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5.1 The proposals will be screened based on the eligibility criteria and submission of all the requisite documents as asked for in this EOI.

5.2 The Applicant Organisation meeting the requirement in para 5.1, will be asked to give a presentation and evaluation committee may also inspect the organisation.

## **6. General**

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6.1 NSDC reserves the right to accept or reject any or all proposal(s) or to annul the process and reject all proposals, at any time prior to award of facilities without assigning any reason whatsoever and without thereby incurring any liability to the affected organisation on the ground of NSDC's action.

6.2 Any effort by an organisation to influence the proposed comparison/evaluation/ award of facilities by way of overt/covert canvassing shall result in non-consideration / rejection of its proposal.

6.3 NSDC reserves the right to change the schedule of dates/time stated in this EOI. Changes, if any, will be displayed on the website of NSDC. As such, the Applicant Organisations are requested to regularly check the NSDC website.

6.4 In case of any dispute, courts in New Delhi shall have exclusive jurisdiction.

6.5 The responsibility of giving truthful information without concealing any facts is that of the applicant organisation. In case at any stage, it is found that any information given by the applicant organisation is false/ incorrect / concealed, then NSDC shall have the absolute right to take any action as deemed fit including but not limited to blacklisting of the bidding applicant organisation along with its consortium partners, without incurring any liability towards the affected applicant organisation on the ground of NSDC's action.

6.6 The submissions / commitments given by the bidding applicant organisation in response to this EOI / during or after award of offer by NSDC will be binding on the applicant organisation and would be an integral part of the terms and conditions of grant of offer by NSDC.

6.7 NSDC may cancel this EOI, in whole or in part, at any time

- 6.8 NSDC may obtain assistance of others in fulfilment of its responsibilities in regards to the evaluation of responses to this EOI
- 6.9 NSDC may disqualify proposals that it seems to be non-responsive
- 6.10 NSDC may seek clarification of elements bidding (applicant) organisations proposals
- 6.11 All the proposals shall become the property of NSDC

