

Institute of Leadership Development (ILD)
6/2 Jamdoli-Jaipur

Request for Proposal (RFP)

For Shortlisting Facilitating Agency for Mobilization of candidates and providing OJT, Industry visits and placements under Capacity Building Training Programs for SC/ST candidates under National SC- ST Hub Scheme FY 2025-26 across different districts.

Institute of Leadership Development (ILD) invites Request for Proposal (RFP) from reputed and eligible organizations for empanelment as a **Facilitating Agency for mobilization of trainees and facilitation of their OJT, industry visits and placement under Capacity Building Training Programs for SC/ST candidates under National SC-ST Hub Scheme FY 2025-26 in the below mentioned locations and programs:**

State	District	Job Role	Target	Course Duration (hrs)
Madhya Pradesh	Indore	Professional cook (Household & small establishment)	40	600
Rajasthan	Kota	Laundry supervisor	40	660
Rajasthan	Jaipur	Assistant Housekeeper (Household)	40	540
Uttar Pradesh	Bareilly	Laundry service provider	40	480
Maharashtra	Nagpur	Laundry supervisor	40	660
Bihar	Patna	Soap Maker	80	330

The objective is to identify and onboard an experienced agency that can effectively mobilize eligible candidates from the SC/ST community on above locations and ensure their OJT, industry visits and entrepreneurship-linked placement outcomes post-training.

Scope of Work for Facilitating Agency

The selected agency will be responsible for:

1. Mobilization of eligible SC/ST (only) candidates in above district for the training program. The mobilization should be strictly as per the guidelines.
2. Ensuring timely and verified enrollment of candidates as per program guidelines.
3. Organizing job fairs and campus drives to facilitate placement/self-employment opportunities post training.
4. Coordinating guest lectures and engagement events as part of the soft skills and industry awareness curriculum.
5. Arranging industry exposure visits for candidates (minimum one per month)
6. Arranging OJT for candidates as per approved curriculum of program
7. Supporting candidates in entrepreneurship opportunities or schemes where applicable.

Duration of Assignment: 5 months from the date of onboarding or till the completion of the project whichever is earlier.

Eligibility Criteria

Interested organizations must meet the following minimum eligibility conditions:

1. Must have a minimum three (3) years of experience in the Skill Development/Training/Education/Employment Facilitation sector
2. Should have experience of implementing skill development/mobilization projects.

Submission Process

Eligible organizations are required to:

- Fill a Google Form and upload all supporting documents including:
 - Organization profile and registration certificate
 - Work orders or MoUs showing relevant experience in skilling
 - Audited financial statements (last 3 years)
 - PAN, GST, and other statutory registrations

Shortlisted applicants will be invited for a presentation round physically or over video conference, based on which final selection will be made.

Important Instructions

- ILD reserves the right to reject any or all applications without assigning any reason.
- Empanelment does not guarantee award of work. It only enables the organization to be considered for the assignment.
- ILD reserves the right to verify credentials and visit the applicant's operational offices, if required.

Timeline

- **EOI Submission Deadline: 20th August 2025.**

Link for Apply : <https://docs.google.com/forms/d/1v3xlOvcB-CIG6NuMAmoo6aHGS87HhCaTpvwTyVjSGhg/preview>

For further queries, please write to:

Email: shubham.kaushik@ildindia.org; info@ildindia.org; suresh.agarwal@ildindia.org; ildskills1@gmail.com