

Human Resource and Skill Requirement
in the Water Management and Plumbing Sector

REQUEST FOR PROPOSAL

(RFP)

[18-11-22]

Issued by:

Water Management and Plumbing Skill Council (WMPSC)

Water Management and Plumbing Skill Council

DLF Prime Towers, Unit: 606 & 609, Tower-C,

Okhla Phase I, New Delhi, Delhi 110020

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DISCLAIMER

- 1 This Request for Proposal (the “**RFP**”) has been prepared for the purpose of providing certain information to pre-qualified applicants (“**Bidders**”) invited to participate in process of Water Management & Plumbing Skill Council (formerly Indian Plumbing Skills Council – IPSC) (herein after referred to as “**WMPSC**”) an eligible entity for the Project as defined hereunder. The information contained in this RFP is being provided for the limited purposes of enabling the Bidders to prepare and submit a binding proposal for the Project (“**Proposal**”) and for no other purpose. In no circumstances shall WMPSC, or its respective advisers, consultants, contractors, or agents incur any liability arising out of or in respect of the issue of this RFP, or the selection procedure.
- 2 WMPSC reserves the right to modify/ amend the RFP and any information contained herein at any time for any reason whatsoever, in writing, to the Bidders.
- 3 WMPSC may, at its discretion, extend the deadline for submission of Proposals by the Bidders by issuing a corrigendum through email to all Bidders.
- 4 WMPSC reserves the right to terminate the RFP process at any time without assigning any reason.
- 5 WMPSC reserves the right to accept or reject any Proposal, and to annul the short-listing process and reject all responses at any time without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for WMPSC’s action.
- 6 Neither WMPSC nor their employees make any representation or warranty as to the accuracy, reliability or completeness of the information in this RFP document. Each prospective Bidder should conduct its own investigations and analysis and check the accuracy, reliability and completeness of the information in this RFP document and obtain independent advice from appropriate source before submission of this RFP and later RFP if shortlisted.
- 7 Neither WMPSC nor their employees will have any liability to any prospective Organization or any other person under the law of contract, for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this RFP document.
- 8 WMPSC reserves the right to reject any or all the Proposals submitted in response to this RFP by the Bidders at any stage without assigning any reasons whatsoever. WMPSC also

reserves the right to hold or withdraw or cancel the process at any stage with intimation to the Bidders who submit their respective Proposals.

- 9 WMPSC also reserves the right to modify or amend or add to any or all the provisions of this RFP document or cancel the present Invitation and call for fresh Invitations.
- 10 Neither WMPSC nor their employees will have any liability in case of non-receipt of any correspondence from them to the Bidders due to postal delays.

1. INTRODUCTION

Company Background

WMPSC is the apex Sector Skill Council for the Water Management & Plumbing, operating under the aegis of National Council for Vocational Education & Training (NCVET) & National Skills Development Corporation (NSDC), initiative of the Government of India, Ministry of Skill Development and Entrepreneurship (MoSDE) which aims to transform India into a hub for skilled manpower. WMPSC is a not-for-profit organization that acts as a national level accreditation and certification body, working towards minimising the gap between the skilled and the unskilled workforce in India, and is creating a formal and robust eco-system for skill development in the Water & Plumbing sectors.

The objectives of WMPSC are as follows:

1. Identification of skill development needs including preparing a Qualification of types of skills, range and depth of skills to facilitate individuals to choose from them.
2. Development of a sector skill plan and maintain skill inventory.
3. Determining skills/competency standards and qualifications.
4. Standardization of Affiliation and Accreditation process.
5. Participation in Affiliation, Accreditation, Examination and Certification.
6. Capacity Building via Plan and execute Training of Trainers/ Assessors.
7. Promotion of Academies of Excellence.

To meet the aforesaid objective, WMPSC seeks to select a organisation (here in after referred to as the “**Bidder**”) and undertake fresh skill gap study for the Water Management and Plumbing Sector (“**Skill Gap Study**” or the “**Project**”). Mapping exercise must cover major subsectors of Water Management and Plumbing.

Invitation of Proposals

Accordingly, WMPSC, through this Request for Proposal (“**RPF**”), requests proposals from reputed Bidders with relevant experience and capabilities and proven track record of having a thorough understanding and good experience in Implementing District-Wise & Sub-Sector-Wise Skill Gap Study in the Water Management and Plumbing Sectors as per the scope given in this RFP document and who can conduct the proposed study and provide a detailed 7-year outlook for Water Management and Plumbing Sector.

The details regarding eligibility criteria, scope of work, application procedures, selection methodology and other terms and conditions have been clearly stated in this RFP.

Amendments / Corrigendum if any shall be posted on the website: www.wmpsc.in

Though adequate care has been taken in the preparation of this RFP, Bidders may seek clarification and obtain further information to satisfy itself that the RFP is complete in all respects. Intimation of discrepancy, if any, should be given at the below mentioned address latest by 25.11.2022. In case no such intimation is received by such timeline, it shall be deemed that the Bidder is satisfied that the RFP document is complete in all respects.

Please direct any inquiry to:

Director General

Water Management and Plumbing Skill Council

DLF Prime Towers, Unit: 606 & 609, Tower-C

Okhla Phase I, New Delhi, Delhi 110020

2. SCOPE OF WORK

The Skill Gap Study would cover all the sub-sectors of Water Management and Plumbing. This data would subsequently be used by various agencies, whether private or Governmental, to plan the supply of adequate skilled manpower in the industry. This study will be used to provide a foundation for standardized education & training, assessment & certification of professionals, accreditation and quality assurance of training institutions, laying down career paths, providing placement support and so on with an overall clear objective of ensuring availability of competent and skilled manpower to the Water Management and Plumbing Sector.

Indicative broad areas for the Skill Gap Study are as follows:

- Geographical Coverage.
- State / District / Cluster wise incremental Demand & Skill Gap.
- Sub-sector / Job Role wise incremental Demand & Skill Gap.
- Job Role wise Demand.
- Geography wise (State / District / Cluster) demand.
- Name of the Emerging Job Roles.
- Name of the Redundant Job Roles.
- Incremental Demand & Skill Gap for Overseas.

The scope of this project shall include but not necessarily be limited to the following tasks:

1. Insights on the Water and Plumbing Industry – Size, Growth, Challenges and its Sub sectors.
2. Identification of Leading Employers/Associations Nationally & Internationally with estimated Jobs available in these sub sectors and emerging demand including anticipated changes in employment patterns and future requirements till 2030.
3. Labour market patterns – Employment, Geographical distribution, Demographic & Workforce characteristics (gender, education attainment, occupation etc.).
4. Local & Global Migration Pattern & Opportunities.
5. Impact of technology on employment patterns and training requirements in the sector. List of the Emerging as well as Redundant Job Roles due to advancement in technology.
6. Top employment-generating sub-sectors.
7. Database of Existing Training Institutions with training pattern.
8. Local & International Mapping on Self-Employability & Entrepreneurship.
9. Existing workforce (categories+ numbers) and their work Specifications / Job Roles.
10. Anticipated Changes in the employment patterns and future Job roles (categories + numbers).
11. Identify the existing supply sources (formal & non-formal education, training institutes, public and private) – How is the existing demand being met?

12. “Under-graduate”, “Postgraduate”, intake, out turn, courses offered, duration of courses, fees, placement, trainer qualifications, industry linkage, Government support etc. in the Water Management and Plumbing Industry.
13. Validation of skill gaps identified in Water Management and Plumbing sector through in-depth analysis.

DELIVERABLE

Final report of the Skill Gap Study (including evidence of meeting with stakeholders, discussion, data collection, source of data etc.) shall be handed over to WMPSC in soft copy and hard copy (“**Final Report**”). The Final Report shall be the intellectual property of WMPSC pursuant to the submission to WMPSC and will be used as per WMPSC/MSDE/NSDC/NCVET requirements only.

Clarification: In addition to using secondary data, WMPSC is expecting the Bidders to do the research and validation from minimum large, medium, small-scale units for the sectors, across India, covering the major hubs and all the states of the country.

2. SCHEDULE OF EVENTS AND TIMELINES

The indicative timelines of the RFP process are mentioned in the table below.

Activity	Scheduled date
Issue of the RFP	18-11-22
Submission of queries and clarification, if any	25-11-22
Last date of submission of Proposal	30-11-22
Presentation by shortlisted Bidders	6-12-22
Agreement with the selected Bidder	9-12-22
Commencement of implementation of the Project	15-12-22
Presentation Progress update	31-01-23
Final Report to be Submitted by the selected Bidder after taking the advice and views of WMPSC and after extensive consultation with the stakeholders to ensure their validation	20-03-23

3. ELIGIBILITY CRITERIA

- 1 The Bidders are required to submit the necessary documents indicating their eligibility details as per the criteria defined in RFP .
- 2 WMPSC reserves the right to verify the details submitted from the respective agencies, if required, without requiring any consent of the Bidders. The Bidders shall give authorization to WMPSCC to do the same.
- 3 **Eligibility Criteria for submission of Proposals**
 - i The Bidder should be a single entity which can be a company incorporated under the Companies Act, 1956/ 2013 or a society registered under the Societies Registration Act, 1860 or a trust registered under the Indian Trusts Act, 1882.
 - ii The Bidder should have experience to conduct skill gap study.
 - iii The Bidder should have conducted at least one project in similar industry (as required under the RFP) in India or abroad.
 - iv The Bidder should have at least one profile with the following qualification and experience –
 - To be appointed as team leader of the project.
 - Post Graduate in Management.
 - 15 years of experience in Institutional strengthening and capacity building/ research/ skilling/ market study with at least 3 years Water Management and Plumbing Sector.
- 4 The Bidder shall submit the necessary documentary evidence proof and portfolio which support the experience, to substantiate its eligibility.

4. GUIDELINES FOR SUBMISSION OF PROPOSALS

- 1 The Bidder shall provide all the information sought under this RFP in their respective Proposal, as per this section of the RFP.
- 2 WMPSC will evaluate only those Proposals that are received in the required formats and complete in all respects.
- 3 The Bidders shall prepare the Proposal consisting of the Pre-Qualification Proposal, Technical Proposal and Financial Proposal, in the prescribed formats and submitted to the address as follows:

*Director General
Water Management and Plumbing Skill Council
DLF Prime Towers, Unit: 606 & 609, Tower-C
Okhla Phase I, New Delhi, Delhi 110020*

- 4 Proposals must be received (by courier, registered post or by hand delivery) at the address specified above no later than 17:00 hrs. IST on the date mentioned under Section 2 of this RFP.
- 5 WMPSC may, at its discretion, extend the deadline for submission of Proposals, in which case all rights and obligations of WMPSC and the Bidder previously subject to the original deadline will thereafter be subject to the extended deadline.
- 6 Any Proposal received after the deadline for submission of Proposals prescribed in Section 2 hereof will be rejected by WMPSC.
- 7 Any Bidder may withdraw its Proposal provided that written notice of the withdrawal is received by WMPSC prior to the deadline for submission of its Proposal. Following withdrawal of a Proposal, the Bidder may submit another Proposal prior to the deadline for submission of Proposals in accordance with these RFP. However, no Proposal may be modified by the Bidder after the deadline for submission of Proposals in accordance with this RFP.
- 8 The Bidder shall, along with the Proposal, submit a valid authorization, authorizing the signatory of the Bidder to submit the Proposal on its behalf and an undertaking to the effect that all the information, source and data collection are true and fair in their knowledge and nothing material has been concealed therefrom. Any Proposal not accompanied by valid authorization is liable to be rejected by WMPSC as non - compliant.

- 9 A Bidder shall submit only one Proposal. A Bidder who submits more than one Proposal will cause all those Proposals to be rejected.
- 10 The Bidder shall bear all costs associated with the preparation and submission of its Proposal and WMPSC will, in no case, be responsible or liable for such costs, regardless of the outcome of the selection process. The Bidder is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings / discussions / presentations, preparation of proposal, in providing any additional information required by WMPSC to facilitate the evaluation process and in negotiating a definitive contract or all such activities related to the bid process under the RFP.
- 11 A fixed price fee shall be quoted for the scope of work for the Project by the Bidders in their respective Proposal (“**Proposed Price**”). The Proposed Price should be inclusive of fees towards the complete scope of work for the Project, taxes, duties, levies, license fees, service tax, as may be applicable. However, a breakup of the components namely the fees, out of pocket expenses and taxes need to be provided in the financial bid.
- 12 The submission of the Proposal shall not be construed as their acceptance as the successful and selected Bidder.
- 13 All materials submitted by the Bidders to WMPSC shall become the property of WMPSC and maybe returned completely at its sole discretion.

5. EVALUATION AND SELECTION METHODOLOGY

- 1 Prior to the detailed evaluation of Proposals, the Proposals shall be examined to determine whether they are complete, whether the documents have been properly signed, whether the valid authorisation is included and whether the Proposals are generally in order. Any Proposals found to be non-conforming will be rejected and not included for further consideration.
- 2 Evaluation of the Proposals shall be carried in order to determine whether the technical aspects are substantially conforming with the requirements set forth in the RFP. In order to reach such a determination, all the information supplied by the Bidder and other requirements provided in the RFP shall be examined.
- 3 The selection of the successful Bidder will only be based upon a detailed presentation made by:
 - Technical / Quality specification.
 - Financial Specification.
- 4 To assist in the examination, evaluation and comparison of the Proposals, any Bidder may be asked for clarification of its Proposal. The request for clarification and the response shall be in writing or by email unless a clarification meeting with the Bidder is required. Such clarification meetings may be conducted with each or any Bidder as it deems fit.
The decision of selection committee will be binding and final. No representation will be entertained thereafter.
- 5 Provisions relating to penalty computation, all delays, failures to adhere to the contract will attract a financial penalty will be mutually decided by the selected Bidder and WMPSC while signing the contract.
- 6 The successful Bidder shall be selected in accordance with the Quality and Cost Based Selection (QCBS) method. The decision of the Review Committee of WMPSC will be final and will be accepted by the selected Bidder.

7 **Right to accept or reject any or all Proposals**

Notwithstanding anything contained in this RFP, WMPSC reserves the right to accept or reject any Proposal and to annul the RFP process, at any time without any liability or any obligation for such acceptance, rejection or annulment, without assigning any reasons.

WMPSC reserves the right to reject any Proposal if:

- i At any time, a material misrepresentation is made or uncovered, with respect to the Proposal;
or
- ii A material concealment is detected; or
- iii The Bidder does not respond promptly and thoroughly to requests for supplemental information required for the evaluation of the Proposal.

Without prejudice to the other rights of WMPSC, such misrepresentation/ concealment/ improper response, as the case may be, would lead to the disqualification of the Bidder from

participating in the process for the Project in the RFP

GENERAL INSTRUCTIONS

- 1 Consulting Firms / consortia submitting the Proposal must be a legal entity.
- 2 All prices shall be quoted in Indian Rupees (INR).
- 3 The Bidder must have GST registration and PAN issued by Income Tax Authority.