

EOI No: 202/2023/KDISC

Date:19.03.2023

**Expression of interest (EOI) from Educational Institutions  
in all 140 assembly constituencies to undertake skill  
courses under ‘One constituency- One Institution ‘**

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[Ref No EOI No: 202/2023/KDISC Dated:19.03.2023]

Project Name: One Constitution One Institution for skill course



**KERALA DEVELOPMENT INNOVATION STRATEGIC COUNCIL**

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## **Expression of interest (EOI) from Educational Institutions in all 140 assembly constituencies to undertake skill courses under 'One constituency- One Institution '**

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### **1. Introduction**

The Kerala Development and Innovation Strategic Council (K-DISC) is an advisory body of the Government of Kerala that aims to promote innovation in the state. Recently, the government has restructured K-DISC as a society under the Travancore Cochin Literary Scientific and Charitable Societies Act 1955. K-DISC has been given the responsibility of implementing the Kerala Knowledge Economy Mission (KKEM), which is a major initiative to take Kerala towards a knowledge economy.

KKEM aims to promote innovation, strengthen higher education institutions, enhance skill development, digitalize existing enterprises, and translate research into practical applications. K-DISC has developed a Technology Platform named "Digital Workforce Management System" to match the skills and capabilities of knowledge workers in Kerala with job demands in the global market.

The key activities to be undertaken under the Knowledge Economy Mission are:

- i. Mobilising about 60 lakh educated-unemployed and career break professionals for registration, training, and engagement on the digital portal for prospective employment.
- ii. Establishing a system for career counselling of about 50 lakh and handholding them individually through the skilling and assessment programmes.
- iii. Providing skilling to about 35 lakh candidates.
- iv. Engaging the trained job seekers with job providers and facilitate prospective engagement for 20 lakh candidates.
- v. Establishing a social security system and infrastructure support system for the Knowledge Workers engaging with job providers for working near home.

In the budget speech 2022-23, as part of the extension of skill ecosystem in our state, the government of Kerala proposes to encourage Arts and Science Colleges, Professional Colleges, Polytechnic colleges, and Industrial Training Institutes ( ITIs ) to conduct skill courses under the scheme "One Constituency One Institution" for a skill course. This project envisages its implementation in all 140 assembly constituencies. By collaborating with the Kerala Knowledge Economy Mission, institutions that take over courses in cooperation with KKEM will receive assistance in establishing infrastructure.

K-DISC is inviting Expressions of Interest (Eoi) from prospective encourage Arts and Science Colleges, Professional Colleges, Polytechnic colleges, and Industrial Training

Institutes ( ITIs ) who can conduct skill courses under the scheme "One Constituency One Institution" for a skill course.

Applicant should submit a proposal with the following documents to [spe07@kdisc.kerala.gov.in](mailto:spe07@kdisc.kerala.gov.in) on or before **05.04.2023**

Shortlisted applicants would receive call for a detailed discussion by K-DISC, at a mutually convenient date immediately.

## 2. Terms of Reference

The EOI can be submitted by any Arts and Science Colleges, Professional Colleges, Polytechnic colleges, or Industrial Training Institutes (ITI) in Kerala that are interested to design and undertake skill courses in any specialised sector/ cluster with below terms:

- The educational institutions should be able to provide long-term or short-term training programmes in any domain/sector/cluster
- The educational institutions shall be ready to design and offer training in different modes-offline/online/hybrid model /Self pace learning
- To encourage educational institutions to take skill programme
- To establish a state of the art institution in each constituency of the state to impart skill programmes in knowledge domain
- To ensure the access to quality skill training
- To develop independent state of the art skilling infrastructure and production centres

## 3. Templates of Eoi Application

KKEM invites Expression of Interest from the Higher education institutions from 140 assembly constituencies, to take skill courses under "One Constituency, One Institution."

### 3.1. Details of Applicant:

- The detail of the Arts and Science Colleges, Professional Colleges, Polytechnic colleges with Registered Address: [Provide the complete postal address of the organization's registered office]
- Full name, Designation, Email Id and contact number of the SPOC

### 3.2. Organisational Capability on offering Skill training

- The details of batches/streams offered at college under UG and PG Programme
- Details of skill courses offered for the students so far with sector and course details

### 3.3. Details of collaboration with KKEM of K-DISC

- Details of the courses proposed through "One Constituency, One Institution." Including mode of delivery, content creation, proposed fees etc.

### 3.4 Certifications received: [ Mention any relevant certifications or accreditationsthat your organisation has received.]

- i. Name of Certification: [Provide the name of the certification

- that the organisation has obtained]
- ii. Issuing Body: [Provide the name of the organisation that issued the certification]
- iii. Certification Number: [Provide the unique identification number assigned to the certification]
- iv. Date of Issue: [Indicate the date when the certification was issued]
- v. Expiration Date: [Indicate the date when the certification will expire]

#### 4. Approach and Methodology for the collaboration

**4.1. Overview and Approach:** The overview of this EOI is to identify potential Higher education institutions who are interested to be a part of “One constituency One Institution”. The project aims to provide quality training and education to the local community, with a focus on developing the skills and capabilities needed for the current job market. The EOI will be used to gather information from interested parties regarding their experience, capabilities, and willingness to collaborate in this project.

**4.2. Offering Mentorship and Career Support:** The interested institution can act as a nodal point in the constituency in offering skill related inputs for anyone who walks in. The institution may also offer mentorship support to students and professionals who complete their courses. This can include providing career counselling, job placement assistance, and networking opportunities to help them connect with industry in the knowledge economy.

**4.3. Monitoring and Evaluation:** Explain how the agency will monitor and evaluate the effectiveness of the program, including the key performance indicators that will be used to assess the success of the project. The details of skill course, efforts taken to develop industry relevant courses, curriculum and running the course effectively.

**4.4. Risk Management:** Describe the risk management plan that the agency has in place to mitigate potential risks and challenges that may arise during the project.

#### 5. Project Particulars

##### A. Project Financials:

**a. Project Budget:** Provide an overview of the project budget, including the details of domain which you may require support to set up the training centre and requirement of infrastructure requirement for the domain.

Total budget request	Skill Domain for which support is requested	Soft Infrastructure requirement	Hard infrastructure requirement

- b. Payment Schedule:** Outline the payment schedule for the project, including the percentage of the project cost that will be paid at each milestone. (The payment outflows shall be such that the first instalment could be a maximum of 20% of total project costs)

Sl No	Instalment	Payment

- c. Contingency Plan:** Describe your contingency plan for unexpected costs or changes to the project scope.

## **B. Project Milestone and deliverables:**

- a. Setting up of infrastructure:** Describe the timeline and milestones required to set up the training infrastructure.

- c. Course components:** Details of the courses which can be offered after setting up of the skill training infrastructure.

Sl No	Sectors/Areas	Number of courses	Timeframe	Expected date of commencement	Expected trainee count

Interested online skill training providers are requested to submit their EoI in the prescribed format on or before **05.04.2023**. The EoI should be sent to [spe07@kdisc.kerala.gov.in](mailto:spe07@kdisc.kerala.gov.in). The subject line of the email should read "EoI for On boarding One Constituency One Institution - KKEM of K-DISC."

We look forward to partnering with you to support the KKEM of K-DISC initiative and equip candidates in your constituency with market-relevant skills for gainful employment.

## **6. Evaluation Criteria**

Each evaluation criteria may be assigned a score and the weightage of each criteria is mentioned as follows:

### **6.1 Institutional Capabilities**

#### **A. Grading Schema**

- 1) Relevant Experience in providing skill training (30 points):
  - I. Demonstrated relevant experience in the field (15 points)
  - II. Presentation of the institution's expertise and capabilities (15 points)
- 2) Availability of faculty and infrastructure (30 points):

- I. Availability of faculty for the skill programmes (10 points)
- II. Facility to accommodate targeted candidates for skill training (10 points)
- III. Soft and Hard infrastructure available for the skill training (10 points)

3) Approach and Methodology (30 points):

- I. Industry Tieups for the skill course(10 points)
- II. Methodology to conduct the skill programme within institution (10 points)
- III. Strategy to mobilize the candidates to the skill programmes (10 points)

B. Overall ranking

An overall ranking shall be done. This ranking system provides a simple and objective way to evaluate the responses and assign grades based on the points earned. It can also help to ensure consistency and fairness in the evaluation process, as all responses are evaluated using the same criteria and grading scale.

Sub Component	Relevant Experience in providing skill training	Availability of faculty and infrastructure	Approach and Methodology
1			
2			
3			
4			
Total points			
Component wise ranking			
Overall points			
Overall Ranking			
Remarks			

- I. 50-80 points: Excellent
- II. 30-49 points: Good
- III. 1-29 points: Fair

Excellent: A response that meets or exceeds all of the evaluation criteria and demonstrates outstanding performance in every aspect.

Good: A response that meets most of the evaluation criteria and demonstrates a good understanding of the project requirements, but may have some weaknesses in one or more areas.

Fair: A response that meets only some of the evaluation criteria and has significant weaknesses or gaps in understanding of the project requirements.

## 6.2. General Criteria

- Applications must be precise, direct, brief, and complete.
- Applicant shall submit all the information as per Annexure 1, 2 and 3 as mentioned below.
- The application received after the due date and time shall be summarily rejected and declaring as “Late Submission” and the same shall not be opened.
- The application is liable to be rejected if educational institution submits false information.
- Interested educational institutions are requested to send their queries regarding expression of interest to [spe07@kdisc.kerala.gov.in](mailto:spe07@kdisc.kerala.gov.in) and the same shall be addressed.
- Onboarding of educational institutions will be done only after evaluation of the application submitted
- For any queries during the submission of the application may contact:
- Contact Number: +91 9747492527, Ditty Thomas, Programme Manager

### A. Grading Schema

- Clarity in submitting the documents as per Annexure I, Annexure II and Annexure III
- Presentation of the organisation's expertise and capabilities
- Prior Experience in running skill courses.
- Expertise in handholding with Govt in similar projects

Screening of EOIs shall be carried out as per eligibility conditions mentioned in this document and based on verification documents submitted and KDISC shall call the bidder for a presentation.

## **ANNEXURES -Details need to be submitted**

### **Annexure I -GENERAL INFORMATION**

Sl.No	Institution Contact Details
1	Name of educational institution
2	Name of the constituency
3	Type of Management (Govt/Aided/Private)
4	Category of Institution (Arts and Science Colleges, Professional Colleges, Polytechnic colleges, or Industrial Training Institutes (ITI))
5	Name of the principal with contact number and mail ID
6	Address of Registered office



7	Contact person with contact number and email Id
8	Establishment year of the institution

**Annexure II- Institution capability (Details of Courses currently offered by your institution)**

Sl No	Name of Course	Intake Capacity (per year)

**Annexure III- Details of skill courses currently offering**

S.No	Name of the course	Sector	Duration	Mode of Training (Online/Offline/blended)	Job Role	Industry tie up for placement	Number of candidates trained till date
1							

**Details of skill courses which can be offered through this project**

Sl.No	Name of the course	Sector	Duration	Mode of Training (Online/Offline/blended)	Job Role	Industry tie up for placement	Training capacity (per year)
1							
2							

**Details of training infrastructure available**

Sl.No	Name of the course	Number of trainers available	Infrastructure available	Equipment available
1				
2				

- Additional Training capabilities, if any (E-Learning, Virtual Classroom, LMS etc)
- Proposed methodology for providing skill training, including the curriculum, training approach, and the duration of the program.
- Details of the resources, such as trainers, infrastructure, equipment, and materials, required to execute the program.

Sl.No	Name of the course	Number of trainers	Infrastructure required	Equipment required

1				
2				