



Request for Proposal (RFP)

**“Training Partner / Center /
Institute/organization to conduct
Placement linked Short term training
under Learning for Life Program of Diageo
India for Tourism & Hospitality Job
Roles.”**

Reference# THSC/CSR/STT/ RFP/01/2026

Proprietary & Confidential

Issued by:
Tourism and Hospitality Skill Council,
301, 3RD Floor, Naurang House, Kasturba
Gandhi Marg, Connaught Place, New Delhi -
110001

ADMINISTRATIVE DETAILS

CONFIDENTIALITY

All information included in this RFP is confidential and only for the use and knowledge of the recipient. No information included in this document or in discussions connected to it may be disclosed.

RFP PROCEDURE

Contact Details

Vaibhav Verma, Vice President – Industry Engagement

301, 3rd Floor, Naurang House, KG Marg, Connaught Place, New Delhi - 110001

Email”- vaibhav.verma@thsc.in

Critical Information

This Request for Proposal (RFP) contains details regarding scope, eligibility for participation, evaluation methodology, project timelines, terms & conditions, and other relevant details. Bidding organization(s) are advised to study the RFP document carefully before submitting their proposals. Submission of a proposal shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions, and implications.

Contents of Solicitation Documents

Proposals must offer services for the total requirement as stated in the RFP. Proposals offering only part of the requirement will be rejected. The Bidder is expected to examine all corresponding instructions, forms, terms, and specifications contained in the Solicitation Documents. Failure to comply with these documents will be at the Bidder’s risk and may affect the evaluation of the Proposal.

SCHEDULE OF EVENTS

The following table provides a schedule of events relating to this request.

Event	Target Date
RFP issue date, published on the THSC website.	04 th May 2026
Last date of submission of Proposals/Bid/Financial	08 th May 2026
Review of Proposal	09 th May 2026
Decision on short-listed firm	11 th May 2026
Award of Contracts	12 th May 2026
Commencement of project implementation	15 th May 2026

NOTES

The dates furnished above are subject to revision by THSC (to be notified on its website)
This Document is not transferable.

ABBREVIATIONS

THSC	Tourism and Hospitality Skill Council
NSDC	National Skill Development Corporation
SSC	Sector Skill Council
QP	Qualification Pack
NOS	National Occupational Standards
NSQF	National Skill Qualifications Framework
RFP	Request for Proposal
PPP	Public-Private Partnership
MSDE	Ministry of Skill Development & Entrepreneurship

INTRODUCTION OF THSC

We are a Not-for-Profit Organization, registered under the Societies Registration Act, 1860, promoted by the Confederation of Indian Industry (CII) with inclusive representation of the Government, Industry, Industry Associations and Training Institutes across India. We are formed by the industry and for the industry to tackle the skilling of large manpower to fulfill the industry requirements, playing a crucial role in bridging this ever-growing gap. We have a mandate to create a robust and sustainable eco-system for skill development in the industry, catering to all the sub sectors of the industry, namely, Hotels, Tour Operators, Food Service Restaurants, Facilities Management and Cruise Liners.

ANNEXURE I

PROJECT DETAILS AND IMPLEMENTATION PLAN

1.	CSR Project name	Learning for Life Program -Diageo India & THSC
2.	CSR Project objectives	<p>The project aims to deliver Short-Term Training (STT) to unemployed and underprivileged youth in Bengaluru (Karnataka), Sonitpur (Assam), and Ponda (Goa), with a focus on enhancing their skills and improving employability. Centered on the hospitality sector, the program will equip participants with industry-relevant competencies required for employment in hotels, restaurants, quick-service outlets, and tourism-related services.</p> <p>In addition to facilitating wage employment, the initiative will also promote and support self-employment opportunities for eligible candidates. By enabling access to sustainable livelihood pathways, the project seeks to reduce poverty, strengthen economic inclusion, and contribute to community development by creating a skilled, job-ready workforce in one of the fastest-growing service sectors in the country.</p>

3.	Geographic area of the CSR Project	Bengaluru (Karnataka), Sonitpur (Assam), Ponda (Goa)	
4.	Deliverables	Stage	
		30% Advance 1 st instalment	On centre setup and Mobilisation of Candidates
		30% 2 nd Instalment	After Completion of 50% Training
		40% Final Instalment	Upon successful completion of the CSR project, along with submission of the final project report, inclusive of placement details.)
		Job Role 1: - Guest Service Associate Elective 1(Food & Beverages)- 250 Nos- THC/Q0301 (V4.0) Job Role 2: - Counter Sales Executive (Tourism & Hospitality)- 250 Nos- THC/Q2903 (V5.0)	
5.	Performance indicators/ Key outputs and outcomes	<ul style="list-style-type: none"> Establishment and operationalization of co-branded Skill Institutes in Assam, Goa, and Karnataka Effective mobilization and targeted outreach to identify and engage eligible candidates Structured screening, counselling, and enrolment of youth Delivery of skill training in accordance with THSC-approved curriculum and standards Assessment and certification through accredited mechanisms Facilitation of placements and apprenticeship opportunities in relevant industry sectors Post-placement support, including tracking of retention and career progression Ongoing monitoring, documentation, and timely reporting in line with project and compliance requirements 	

Implementation period	May 2026- March 2027
NGO partner	THSC
<p>Training costs will be payable as per the Common Cost Norms, inclusive of OJT hours. For Guest Service Associate – Elective 1 (Food & Beverages) (THC/Q0301, V4.0), the duration is 510 hours for 250 candidates, and for Counter Sales Executive (Tourism & Hospitality) (THC/Q2903, V5.0), the duration is 450 hours for 250 candidates.</p> <p>Costs related to engagement, branding, candidate kits, and the convocation ceremony will be payable separately.</p>	

ANNEXURE II

Mandatory Requirement from Training Partner/ Organization/ Institute/ Centre to apply for the CSR Project: -

1. Training Partners/Organizations/Institutes/Centres are required to submit the company profile in PDF or PPT format via email within the specified timeline.
2. Training Partners/Organizations/Institutes/Centres may obtain THSC affiliation for the



respective Training Centre (TC) as per the prescribed norms after issuance of the work order, if not already affiliated with THSC.

3. Training Partners/Organizations/Institutes/Centres are required to submit all financial documents, including GST registration, last three years' balance sheets, PAN card, bank details, and Aadhaar card of the owner, via email.
4. Training Partners/Organizations/Institutes/Centres are required to submit photographs and videos of the training centre demonstrating a minimum capacity of 100 candidates, via email only.
5. Training Partners/Organizations/Institutes/Centres must submit a duly signed and stamped declaration on letterhead confirming that all activities—including mobilization, training, placement, infrastructure setup, classroom arrangements, branding, inauguration, assessment, certificate distribution, and submission of project reports—will be completed before March 2027. This must be submitted via email only.
6. Training Partners/Organizations/Institutes/Centres located in Bangalore, Sonitpur, or Ponda will be given priority due to the nature and duration of the project.
7. Training Partners/Organizations/Institutes/Centres must submit a detailed mobilization and execution plan along with the Expression of Interest (EOI).
8. Training Partners/Organizations/Institutes/Centres must have certified trainers and may nominate trainers at a later stage if required.
9. Training Partners/Organizations/Institutes/Centres are required to distribute candidate kits (printed bag, pen, two T-shirts, diary, and books) before the commencement of batches, as per the details and costing mentioned in Annexure I.
10. A biometric attendance system must be implemented at each centre.
11. CCTV cameras must be installed at each centre.
12. Fire extinguishers must be provided at each centre to ensure the safety of students.
13. A minimum of 60% female participation is mandatory.

ANNEXURE III

Mandatory Requirements from the Training Partner/ Organization/ Institute/ Centre during the project: -

1. Training Partners/Organizations/Institutes/Centres shall submit the Monthly Progress Report and Monthly Expense Report on the company's letterhead, along with original expense bills. A quarterly expense report must be submitted on a Chartered Accountant's (CA) letterhead. Additionally, a comprehensive Project Completion Report, including 100% placement in reputed hotels and leading QSRs, must be submitted.
2. Training Partners/Organizations/Institutes/Centres shall submit daily training photographs and videos through a shared drive link, email, and WhatsApp group, along with a daily mobilization report.
3. As CSR falls under various statutory provisions, and the utilization certificate along with all required reports will be submitted by PIA-THSC, the Training Partner/Organization/Institute/Centre is required to submit expense reports in line with tranche-wise reimbursements in a timely manner to ensure smooth and efficient project completion.
