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/01/2025

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**

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**Critical Information**

This Request for Proposal (RFP) contains the 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. | 05th September 25 |
| Last date of submission of Proposals/Bid/Financial | 10th September 25 |
| Review of Proposal | 11th September 25 |
| Decision on short-listed firm | 12th September 25 |
| Award of Contracts  | 15th September 25 |
| Commencement of project implementation  | 20th September 25 |

**NOTES**

The dates furnished above are subject to revision by THSC (to be notified on its website)

This Document is not transferable.

Based on pre-bid meeting correction/modification of the document will be done and it will be uploaded on the THSC website.

**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**

|  |  |  |
| --- | --- | --- |
|  | CSR Project name |  Learning for Life THSC |
|  | CSR Project objectives | The project is designed to provide Short-Term Training (STT) to unemployed and underprivileged youth in Bengaluru, Karnataka, with the objective of enhancing their skills and employability. Focused primarily on the hospitality sector, the program will equip participants with industry-relevant skills to enable them to secure gainful employment in hotels, restaurants, quick-service chains, and tourism-related services. In addition to wage employment, the program will also encourage and support self-employment opportunities for eligible candidates. By creating pathways to sustainable livelihoods, the initiative aims to reduce poverty, boost economic inclusion, and contribute to the overall development of the community through a skilled and job-ready workforce in one of the country’s fastest growing service sectors. |
|  | Geographic area of the CSR Project | Districts of Bengaluru, Karnataka |
|  | Deliverables |

|  |  |
| --- | --- |
| **Stage** | **Deliverable** |
| 30% Advance 1st instalment | On Starting of all Batches |
| 30% 2nd Instalment | After Completion of 50% Training (for 300 Beneficiaries) |
| 40% Final Instalment  | After Completion of all the CSR Project (300 Candidates & submission of project report with Placement) |

**Job Role 1:- Guest Service Associate Elective 1(Food & Beverages)- 150 Nos- THC/Q0301 (V4.0)****Job Role 2:- Counter Sales Executive (Tourism & Hospitality)-** **150 Nos- THC/Q2903 (V5.0)** |
|  | Performance indicators/ Key outputs and outcomes | -Establishment of Co-branded Skill Institute in Bengaluru-Mobilization and Candidate Outreach-Screening and Enrolment of Youth-Delivery of Skill Training (THSC Curriculum)-Assessment and Certification-Placement and Apprenticeship Support-Post-Placement and Retention Tracking-Monitoring, Documentation, and Reporting |

|  |  |
| --- | --- |
| **Implementation period** | Sep 2025- March 2026 |
| **NGO partner** | THSC |
|  **Training Cost will be payable as per common cost norms including OJT Hours i.e. For Guest Service Associate Elective 1(Food & Beverages)- 150 Nos- THC/Q0301 (V4.0) is 510 Hours & For Counter Sales Executive (Tourism & Hospitality)- 150 Nos- THC/Q2903 (V5.0) is 450 Hours** **Branding & Candidates Kits Cost will be payable separately.**  |

**Annexure II**

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

1. Training Partner/ Organization/ Institute/ Centre Need to send Profile of Company in PDF or PPT format via mail as per timeline.
2. Training Partner/ Organization/ Institute/ Centre can take THSC Affiliation of the respective TC as per Norms of affiliation after the work order if not affiliated with THSC.
3. Training Partner/ Organization/ Institute/ Centre need to send all financial documents such as GST, last 3-year Balance sheet, Pan card, Bank details, Aadhar card of owner via mail
4. Training Partner/ Organization/ Institute/ Centre Need to send Training centre Pics, videos for the capacity of 150 minimum via mail only
5. Training Partner/ Organization/ Institute/ Centre need to send a letter on Letter head duly signed & stamped that all mobilization, training, placement, infra, classroom, branding, inauguration, assessment, certificate distribution, and project reports will be completed before March 2026 & need to submit via mail only.
6. Training Partner/ Organization/ Institute/ Centre who are present in Bangalore will only be given priority due to the nature and duration of the project.
7. Training Partner/ Organization/ Institute/ Centre to submit detail mobilization and execution plan along with EOI.
8. Training Partner/ Organization/ Institute/ Centre must have Certified Trainers
9. Training Partner/ Organization/ Institute/ Centre need to distribute Candidates Kits (Bag, pen, T-shirt, Diary, books) before the commencement of batches as per above details & costing mentioned in Annexure I

**Annexure III**

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

1. Training Partner/ Organization/ Institute/ Centre will submit the Monthly Progress Report, Monthly Expense report on Letter head of company with original bills of expenses & quarterly Expense report on CA Letter head & Complete Project report with 100% placement in top hotels & top QSR.
2. Training Partner/ Organization/ Institute/ Centre will submit the daily Training pics, videos via drive link, mail, and WhatsApp group & Mobilization Report on daily basis.
3. As CSR is covered under various acts & utilization certificate & all reports will be submitted by PIA -THSC, hence Training Partner/ Organization/ Institute/ Centre need to submit expenses report as per reimbursement of tranches without any delay & for smooth completion of the project.

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