



**Request for Proposal (“RFP”)**  
for  
Providing Skill Training  
under  
HC1 Care Foundation’s  
**Corporate Social Responsibility Initiative**

18<sup>th</sup> June, 2025

**Issued by:**

HC1 Care Foundation

Windsor House, 601-602, Off CST Road,  
Kalina, Santa Cruz (East), Mumbai 400098.

Website: [www.highwaysinfrastructuretrust.com](http://www.highwaysinfrastructuretrust.com)

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## 1. Abbreviations

RFP	Request for Proposal
FY	Financial Year
IST	Indian Standard Time
MIS	Management Information System
SOP	Standard Operating Procedures
TP	Training Provider
TOR	Terms of Reference
UT	Union Territory
TC	Training Center
HC1	Highway Concessions One Private Limited
Applicant	Organization submitting the Bid / Organization participating in this RFP for achieving the objective defined in this RFP

## 2. Disclaimer

All information contained in this document, subsequently provided/clarified is in good interest and faith. This is not an agreement<sup>1</sup> and is not an offer or invitation to enter into an agreement of any kind with any party. HC1 CARE FOUNDATION reserves the right to cancel this document, and/or invite afresh proposals with or without amendments to this document without liability or any obligation for such document, and without assigning any reason. HC1 CARE FOUNDATION reserves the right to take final decision regarding the award of contract.

Submission of proposal under RFP mode does not guarantee award of project under CSR grant. Thus, this RFP does not encourage the creation of any new training infrastructure specifically for imparting training under the company's skill development initiative. It shall be only after award of the project to successful bidder / applicant, if required, at the discretion of HC1 Care Foundation.

Under no circumstances will HC1 CARE FOUNDATION be held responsible or liable in any way for any claims, damages, losses, expenses, costs or liabilities whatsoever (including, without limitation, any direct or indirect damages for loss of profits, business interruption or loss of information) resulting or arising directly or indirectly by application or non – application to this RFP.

Applicants are advised to go through all the terms and conditions before applying

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<sup>1</sup> Agreement (if mentioned without any prefix) in this document refers to the MoU/contract/indemnity bond/project sanction email/project sanction acknowledgment to be signed by the applicant for the training of candidates allocated under Company's skill development initiative post proposal evaluation and subsequent selection of the applicant.

### 3. Background

HC1 Care Foundation (“**Company**”) is a Section-8 company registered under Companies Act, 2013. It’s a philanthropic arm of Highways Infrastructure Trust (“**HIT**”, an Infrastructure Investment Trust registered with SEBI). HC1 Care Foundation invites an eligible agency to implement one of its CSR initiatives, **Project Saksham** (Short-term Residential Skill Development Project) from May 2025 to March 2026 or as agreed by the Company. The objective of this initiative is to undertake short-term residential courses, skilling interventions, primarily to meet the skilling needs of marginalized & vulnerable groups and those of difficult/remote geographies, hard-to-reach areas and providing the employment opportunity to atleast 75% of total trainees.

#### 3.1. Inclusion

- 3.1.1. Marginalized or vulnerable groups (to mean hereafter such as Scheduled Castes and Tribes, Persons with Disabilities, Women, economically backward people, any other category which identifies as marginalized/vulnerable and is recognized by Government of India and State Governments).
- 3.1.2. Difficult/remote geographies, hard to reach areas (such as, aspirational districts, areas located in rural or remote areas etc.).

#### 3.2. Innovation

- 3.2.1. Projects with innovative skill training strategies, latest / advanced technical and soft skills.

### 4. Key features

The scheme will be implemented in accordance with the Memorandum of Understanding (MoU) signed with the qualified agency / successful Applicant.

#### 4.1. Process for project

The major steps involved in the selection of the successful Applicant as per this RFP are as below:

- 4.1.1. Each Applicant organization will have to submit their proposals at [tenders@highwayconcessions.com](mailto:tenders@highwayconcessions.com) on or before the last day of submission.
- 4.1.2. After the date of receiving applications is over, all applications will be evaluated as per the evaluation parameters (defined later in this document).
- 4.1.3. Post approval by HC1 Care Foundation, the successful Applicant organizations will be intimated.
- 4.1.4. Post the allocation of project/award to the successful Applicant, the Applicant can start training at the proposed centers only after submission and verification of all the statutory documents.
- 4.1.5. The performance of the Applicant organizations would be monitored for quality aspect of training, placement, and other relevant factors as found appropriate by HC1 Care Foundation on a monthly basis as per the pre-defined key performance indicators (i.e. no. of students trained, no. of placement achieved, and average

starting salary post placement).

- 4.1.6. Submission of proposal under RFP mode does not guarantee allocation of project/grant under Company's skill development initiative. This RFP does not encourage the creation of any new training infrastructure specifically for imparting training under the scheme. Any applicant organization that is not qualifying the eligibility criteria shall be disqualified at any stage during evaluation or due diligence. HC1 CARE FOUNDATION shall in no case be responsible or liable for the conduct or outcome of the proposal process.

## **5. Invited Proposals**

HC1 CARE FOUNDATION invites proposals from the organizations / Applicants which meet the eligibility criteria for implementation of "Skill Development Project" a project to train candidates with short-term residential courses, enhancing candidate's core employability skills and provide placement opportunities to at-least 70% to 75% of the total candidates.

### **5.1. Further, only those organizations which meet the conditions should respond to the RFP:**

- 5.1.1. Specialist Organizations: Such organizations could be NGOs, research labs, educational or financial institutions and best-in-class academic institutions, other expert organizations, who are experienced and specialize in working with and skilling of marginalized communities or specialize in working in proposed difficult geographies.
- 5.1.2. Government organizations/departments: With the domain support of Government schemes and institutional settings, Ministries, Government departments or organizations or private training institutions on behalf of government departments, can propose for training program.
- 5.1.3. Organizations already providing/proposing innovative models of skilling linked to entrepreneurship and those providing placements.

### **5.2. The following will be given preference:**

- 5.2.1. Mandatory pre-requisites/ eligibility criteria for Applicant organization(s) applying for this RFP are as follows:
  - 5.2.1.1. Entity should be registered either as a trust, a society or Section 8 company
  - 5.2.1.2. Entity should have been in existence and carrying out operations for a minimum of 3 years
  - 5.2.1.3. Entity should be in compliance with relevant local laws including those related to governance, funding, labor laws etc.
  - 5.2.1.4. Entity should not be blacklisted by the Government and there should be no on-going litigation against them

- 5.2.1.5. Entity should have a board of directors/governing body with external advisors
- 5.2.1.6. Entity should have experience of implementing projects in the selected area of operation
- 5.2.1.7. Entity should have at least 3 years of demonstrated experience of working in community development projects
- 5.2.1.8. Entity should have audited financial statements for the last 3 years
- 5.2.1.9. Entity should have active 12A registration
- 5.2.1.10. Entity should have an active 80G registration
- 5.2.1.11. The desired level of affiliation with governments and local administration.
- 5.2.1.12. Entity should have experience of successfully delivering CSR projects
- 5.2.1.13. Registration with NITI Aayog/NGO Darpan portal.
- 5.2.2. Black-listed or debarred organizations by any Central / State Ministry / Government Department will not be eligible. A self-declaration is required to be submitted by the applicant (**refer Annexure 2**)
- 5.2.3. Applicant to provide details of Trainer(s) (**refer Annexure 3**)

### 5.3. Submission of proposals

The proposal should be submitted via the email mentioned above to the management system at HC1 Care Foundation that would be accessible to applicant training providers as per the dates provided below:

S. No.	Key Activities	Dates
1	Release of notification for Request of Proposals (RFP)	18 <sup>th</sup> June, 2025
2	Last Date for submission of the proposal by Applicant	23 <sup>rd</sup> June, 2025
3	Tentative start date of the Project	1 <sup>st</sup> July 2025 or as agreed by Company
4	Tentative end date of the Project	31 <sup>st</sup> March 2026 or as agreed by Company

In case the eligibility conditions of the Applicant organization do not suffice the conditions set in this RFP, the Applicant organization shall not be allowed to submit proposals and in case applicant submits the proposals, the same shall be rejected.

### 5.4. Late Proposals

HC1 CARE FOUNDATION, at its discretion, shall accept or reject any proposal after the



Last Date for submission of proposals prescribed in this document.

#### **5.5. Proposal Preparation Cost**

The Applicant shall bear all costs associated with the preparation and submission of its proposal, and HC1 CARE FOUNDATION shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the proposal process.

#### **5.6. Proposal Processing Fee**

There are no fees applicable for the application or award for the project.

### **6. Sub-Contracting/Franchise/Sub-Letting**

Sub-contracting, sub-letting, franchisee arrangement of any kind for the conduct of training under this project is not allowed for any organization.

### **7. Evaluation Process**

Evaluation of all the proposals will be done after the deadline for submission has passed. The evaluation process is as follows:

#### **7.1. Stage 1 – Shortlisting of the Applicant organization**

The Applicant organization will undergo shortlisting of based on the experience, outreach coverage, financial health. The Applicant's compliance will be checked against the eligibility criteria through the submission of the mandatory documents. In case of any gap (in terms of compliance with submission of mandatory documents or any other document as requested by HC1 CARE FOUNDATION during evaluation of the proposal and their completeness) in the documents submitted, the proposal will be rejected.

#### **7.2. Stage 2 - Desk Evaluation**

Only the proposals of the Applicants that qualifies Stage 1 of the evaluation process will be evaluated further. HC1 CARE FOUNDATION or its designated evaluation agency will evaluate each Organization's proposal.

Based on their responsiveness to this RFP. The RFP document shall be evaluated as follows:

### **8. Evaluation Parameters**

**8.1. Organization Strength** - Shall capture and score the Applicants on various weighted parameters to evaluate the strength of organization as an entity. This sub-section shall broadly consider the following parameters.

(A) Inclusion	(B) Innovation
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<ul style="list-style-type: none"> <li>• Experience in skill development and community engagement</li> <li>• Years of establishment</li> <li>• No. of people trained since establishment (coverage of vulnerable communities/ geographies and support provided in past)</li> <li>• Awards and recognition received</li> <li>• Infrastructure availability in proposed locations (offices, own training centers etc.)</li> <li>• Placement performance in previously implemented projects</li> <li>• Size, experience of project implementation team proposed</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in skill development</li> <li>• Average annual turnover</li> <li>• Infrastructure availability (offices, own centers in proposed locations)</li> <li>• Additionally, minimum average turnover and minimum employee strength for corporates</li> </ul>
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**8.2. Proposal Strength** - Shall capture and score applicants on various weighted parameters to evaluate the strength of organization as an entity. This sub-section shall broadly consider the following parameters.

Inclusion	Innovation
<ul style="list-style-type: none"> <li>• Merit of the proposal</li> <li>• Type of inclusion – vulnerable group / geography covered</li> <li>• Under-served sector, job roles proposed</li> <li>• Placement / Self-employment guarantee</li> <li>• Benefits other than placement</li> </ul>	<ul style="list-style-type: none"> <li>• Merit of the proposal</li> <li>• Proposal for quality and kind of innovation categories proposed</li> <li>• Type of benefits proposed for all stakeholders</li> <li>• Training and placement proposed in higher job roles</li> <li>• Kind of placement model proposed</li> <li>• Placement/ self-employment guarantee</li> </ul>

## 9. Proposal Ownership

All proposals submitted to HC1 CARE FOUNDATION shall become the property of HC1 CARE FOUNDATION, which shall not be liable to be returned to the proposer. HC1 CARE FOUNDATION shall, however, maintain confidentiality of the information contained within the proposals. HC1 CARE FOUNDATION shall be entitled to share the proposals and the information contained therein with the agencies and individuals involved in the process of evaluation and also their advisors, consultants, lawyers etc. and as may otherwise be required to be disclosed under law.

## 10. Right to Termination/Cancellation/Revision/Amendment

Notwithstanding anything contained in this document, HC1 CARE FOUNDATION reserves the right to cancel/terminate the proposal process herein without assigning any reason whatsoever, at any time prior to signing of the agreement/term sheet/indemnity bond and HC1 CARE

FOUNDATION shall have no liability for above-mentioned actions.

Further, HC1 CARE FOUNDATION reserves its right to revise or amend this document any time for any reason by issuance of addendum.

## **11. Corrupt or Fraudulent Practice**

In the event of applicants engaging in any corrupt or fraudulent practices during the proposal process, as per the judgment of HC1 CARE FOUNDATION, the proposal shall be rejected. Any decision of HC1 CARE FOUNDATION in this regard shall be final and binding on the Applicant.

For the purpose of this clause: "Corrupt Practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of HC1 CARE FOUNDATION in the selection process. It also includes bringing undue influence through any quarter or interfering directly or indirectly in the selection process to affect its outcome.

"Fraudulent Practice" means a misrepresentation of facts in order to influence selection process to the detriment of HC1 CARE FOUNDATION.

## **12. Anti-Bribery and Anti-Corruption Practices**

- 12.1.** The Applicant acknowledges that, it is aware about the HC1 Care Foundation's zero tolerance policy towards bribery and corruption which extends to all companies/agencies and individuals who provide goods or services to the HC1 Care Foundation.
- 12.2.** The Applicant warrants that, at all times in relation to the performance of the work or services under this Contract/Agreement/RFP, it has complied and will comply with all anti-bribery and anti-corruption laws, rules, and regulations applicable and the Applicant also procure that its directors, officers, employees, sub-Applicants, agents and consultants (hereinafter collectively referred as Applicant Personnel) does not indulge in any bribe or corruption practices. The Applicant undertakes that it shall notify the HC1 Care Foundation immediately upon becoming aware of any breach of anti-bribery and anti-corruption laws, rules, and regulations applicable either by the Applicant or by any of Applicant Personnel or any other person representing it or acting on its behalf.
- 12.3.** The Applicant hereby represents and warrants that under no circumstances have the Applicant paid out monies, or will pay out monies, or furnish other consideration of any kind (monetary or otherwise) to the HC1 Care Foundation or its directors, officers, employees or any third party to influence the award or renewal of any contract with the HC1 Care Foundation.
- 12.4.** The Applicant also represents and undertakes that neither the Applicant nor any Applicant's personnel have directly or indirectly made, offered, promised, authorized or agreed to pay or will make, offer, promise or authorize any improper or illegal payment, bribe, gift or other advantage, be it monetary or otherwise, or to offer

anything of value to any third party, or any government official or any person holding a legislative, administrative, or judicial office or any political party or political party official.

**12.5.** The Applicant is aware of all the policies applicable for the HIT or HC1 Care Foundation which are available on the web link - <https://highwaystrust.com/our-codes-and-policies/> (including the Code of Conduct Policy) and communicated to the Applicant from time to time and acknowledges that the same will be applicable to the Applicant in toto.

**12.6.** A breach by the Applicant of aforesaid provisions may cause the suspension of any payment due to the Applicant pending the determination of any investigation and, if the allegations are proven to be true (either wholly or partly), the HC1 Care Foundation may in its sole discretion terminate this Contract/Agreement/RFP with immediate effect. The Applicant shall reimburse the HC1 Care Foundation, upon the receipt of invoices, for any amount of money the HC1 Care Foundation has spent on investigating and proving that the Applicant has violated aforesaid provisions.

### **13. Third Party Code of Conduct / Related Party:**

The Applicant is aware of the Third Party Code of Conduct Policy which is available on the web link - <https://highwaystrust.com/our-codes-and-policies/> and the Applicant shall submit the declaration as per the policy format. HC1 Care Foundation shall communicate to the Applicant from time to time, if any changes or amendments are made in the said policy and the Applicant shall submit the acknowledgement to the HC1 Care Foundation.

### **14. Terms of Reference**

All Organizations allocated projects should be familiar with HC1 Care Foundation's CSR policy, and (*inclusive of Monitoring and Branding Guidelines, POSH, Data privacy, Cybercrime, Anti-bribery & Anti-Corruption and governance relevant policies*) as amended from time to time. In addition, the eligibility conditions mentioned in this document shall be binding on all applicants. In case of any inconsistency, the interpretation taken by HC1 CARE FOUNDATION shall be final.

### **15. Terms & Conditions**

#### **15.1. Interpretation**

In case of any ambiguity in the interpretation of any of the clauses in this document, the interpretation of the clauses by Authorized Representative/Sub-evaluation committee of HC1 CARE FOUNDATION shall be final and binding on all the parties.

#### **15.2. Language**

The proposal and all correspondence and documents related to the proposal exchanged by the Applicant and HC1 CARE FOUNDATION must be in English. Supporting documents and printed literature furnished by the Applicant may be in any language other than English

provided they are accompanied by a notary certified translation of the relevant passages in English language. Supporting material, which is not translated in English, may not be considered for evaluation. For the purpose of evaluation and interpretation of the proposal, the English language translation shall prevail.

### **15.3. Change in Laws and Regulations**

If after the date of proposal submission, any law, regulation, ordinance, order or by-law having the force of law is enacted, promulgated, abrogated or changed which shall be deemed to include any change in interpretation or application by the competent authorities, that subsequently affects the costs and expenses of the Applicant and/or the Time for Completion, the terms and conditions shall be reasonably adjusted as deemed appropriate by the Company.

### **15.4. Compliance with Laws**

- 15.4.1. The Applicant shall undertake to observe, adhere to, comply with and notify HC1 CARE FOUNDATION about all laws in force or as are made applicable in future, pertaining to or applicable to the Applicant, their business, their employees or their obligations towards employees and all purposes of this document and shall indemnify, keep indemnified, hold harmless, defend and protect HC1 CARE FOUNDATION and its directors / employees / officers / staff / personnel / representatives / agents from any failure or omission on its part to do so and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with the above and all other statutory obligations arising there from.
- 15.4.2. The Applicant shall promptly and timely obtain all such consents, permissions, approvals, licenses, etc. as may be necessary or required for any of the purposes of this project or for the conduct of their own business under any applicable Law, Government Regulation/Guidelines and shall keep the same valid and in force during the term of the project, and in the event of any failure or omission to do so, shall indemnify, keep indemnified, hold harmless, defend, protect and fully compensate HC1 CARE FOUNDATION and its directors/employees/ officers/ staff/ personnel/ representatives/agents from and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with the above and all other statutory obligations arising there from.
- 15.4.3. The Applicant agrees that the Applicant shall not be entitled to assign / sub lease any or all of its rights and or obligations under this document and subsequent agreement to any entity including Applicant's affiliate without the prior written consent of HC1 CARE FOUNDATION.

## **16. Disputes and Arbitration**

### **16.1. Arbitration**

Any controversy or claim arising out of or relating to this RFP document, the interpretation hereof, or its breach shall, if not resolved by mutual discussions between the parties, be settled by binding arbitration in accordance with the Arbitration and Conciliation Act, 1996 and any amendments thereof. Arbitration shall be conducted in Mumbai in English language.

### **16.2. Jurisdiction**

Subject to clause 14.1 above, all disputes and controversies relating to this RFP document shall be subject to the exclusive jurisdiction of the Courts at Mumbai. The parties agree to submit themselves to the jurisdiction of such court. This document shall be governed by the laws of India.

## **17. Representations and Warranties**

- 17.1.** The Applicant further warrants that they are under no obligation or restriction, nor shall they assume any such obligation or restriction, that would in any way interfere or conflict with, or that would present a conflict of interest concerning, any obligations under this scheme.
- 17.2.** The Applicant represents that it is duly incorporated, validly exists under applicable Law.
- 17.3.** The Applicant represents that it has the right and authority to enter into this collaboration and perform its obligations hereunder. The execution, delivery and performance of terms and conditions hereunder by such Party and the performance of its obligations herein are duly authorized and approved by all necessary action and no other action on the part of such Party is necessary to authorize the execution, delivery and performance under agreements.
- 17.4.** The Applicant represents the submission of responses to this document, execution, delivery and performance under an Agreement entered in case the Applicant is selected:
  - 17.4.1.** Shall not violate or contravene any provision of its documents of incorporation.
  - 17.4.2.** Shall not violate or contravene any law, statute, rule, regulation, licensing requirement, order, injunction or decree of any court, governmental instrumentality or other regulatory, governmental or public body, entity or authority by which it is bound or by which any of its properties or assets are bound;
  - 17.4.3.** To the best of its knowledge, after reasonable investigation, no representation or warranty by the Applicant, and no document furnished or to be furnished to HC1 CARE FOUNDATION, or in

connection herewith or with the transactions contemplated hereby, contains or shall contain any untrue or misleading statement or omits or shall omit any fact necessary to make the statements contained herein or therein, in light of the circumstances under which it is made. There have been no events or transactions, or facts or information which has come to, or upon reasonable diligence, should have come to the Applicant and which have not been disclosed, having a direct impact on the transactions contemplated hereunder.

## **18. Right to Change**

HC1 CARE FOUNDATION reserves its right to change the above stated terms & conditions at any point of time without any prior notice.

## **19. General:**

**19.1** “Anti-Corruption Laws” includes (a) the U.S. Foreign Corrupt Practices Act 1977, (b) the UK Bribery Act 2010, (c) the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions and related implementing legislation; and (d) the Prevention of Corruption Act, 1988 of India.

**19.2** “Applicable Laws” means all applicable laws, bye-laws, rules, regulations, foreign investment regulations, orders, ordinances, protocols, codes, guidelines, policies, notices, directions, judgments, decrees or other requirements or official directives of any Governmental Authority or any person acting under the authority of any Governmental Authority and shall include Anti-Corruption Laws.

### **19.3 Taxes, Duties, Octroi etc:**

**19.3.1** The Applicant agrees to and does hereby accept full and exclusive liability for the payment of all taxes, duties, royalty, octroi, entry Tax, VAT, excise duty, import duties etc. now or hereafter imposed, increased or modified from time to time in respect of works and materials and all contributions and taxes for unemployment, compensation, insurance and old age pensions or annuities now or hereafter imposed by any Central or State Government authorities or local bodies, which are imposed with respect to or covered by the wages, salaries, or their compensations paid to the persons employed by the Applicant and with all obligations and restrictions imposed by the labour law or any other laws affecting Company employee relationship and the Applicant further agrees to comply and to secure the compliance of all Sub-Contractors/vendors, with all applicable Central, State, Municipal and local laws and regulations and requirements of any central, state or local government agency or authority. The Applicant further agrees to defend, indemnify and hold harmless from any liability or penalty which may be imposed by the central, state or local authorities by reason of any violation by the Applicant or its Subcontractor of such laws, regulations or requirements and also from all claims,



suits or proceedings that may be brought against the Company or Authority arising under, growing out of or, by reason of the work provided for by this Contract, by third parties, or by central or state government authority or any administrative sub-division thereof. However, Goods and Service Tax on the works contracts shall be paid to the Applicant as per applicable rates separately.

- 19.3.2 **Income Tax:** Income tax at the prevailing rate on the gross amount bill shall be deducted from the Applicants bill at source as per the Income Tax Act. Relevant TDS certificate will be issued by the Company to the Applicant.

#### **19.4 Payment Terms:**

- a) 50% payment of the Total Project Cost shall be paid to the Applicant upon signing of MoU with HC1 Care Foundation, within 7 days from receipt of invoice / request letter from Applicant

“Total Project Cost”: Total Project Cost includes the rent for the residential training facility, meals for students, personnel cost, travel for Applicant’s staff, Classroom related furniture and stationery, lab installation cost, or any other cost as may be determined by the HC1 Care Foundation.

- b) The balance of 50% payment shall be paid on Milestone basis depending on number of students placed and number of students trained.

#### **19.5 Corporate Approvals Prior to Submission**

The Bidder / Applicant shall ensure that all necessary internal corporate, board, shareholder, or other applicable approvals and authorisations required under its constitutional documents and applicable laws for the submission of the proposal / bid and participation in this RFP process have been duly obtained prior to submission of its bid.

The Company reserves the right to require the Bidder to furnish, at any stage of the evaluation or award process, documentary evidence demonstrating the existence of such approvals or authorisations. Any failure to provide such evidence upon request shall render the bid liable for rejection

#### **19.6 Safety, Health and Environment Compliance:**

The implementing agency / Applicant shall ensure that all activities related to the setup and operation of the Skill Development Center are carried out in strict compliance with applicable safety, health, and environmental (SHE) regulations. The agency / Applicant shall:

- a) Maintain a safe and hygienic environment for all trainees, trainers, and staff at the center.
- b) Conduct regular safety drills and orientation sessions for fire safety, first aid, and emergency response procedures.
- c) Ensure that electrical equipment, tools, and training machinery meet safety standards



and are maintained in working condition.

- d) Comply with child protection laws and occupational safety norms, especially in workshops or skill labs.

Any violation or negligence in maintaining safety standards may lead to termination of the agreement and recovery of costs, as deemed appropriate by HC1 Care Foundation.

**20. Project Specific details:**

- a) **Location of the Skill Centres:** Ayodhya District, **State:** Uttar Pradesh; or as determined and instructed by Company
- b) **Number of students to be trained:** 500 or as agreed by Company
- c) **Percentage of Placement:** Minimum 75%
- d) **Average Salary after placement:** Must be adhered as per the applicable provisions of Minimum Wages Act
- e) **Type of Courses:** Residential courses in the domains of General Duty Assistant (Healthcare) / Multi-skilled electrician / BFSI (Banking, Financial Services, and Insurance), Retail sales management or any other course as mutually agreed between the Applicant and the Company.
- f) **Duration of the course:** Minimum 1 month classroom training + 15 days on the job training
- g) **Facilities:** All lodging and boarding facilities shall be made available by applicant organizations by their own or on a rental basis for the duration of the project with statutory compliance of safety measures.
- h) Facility to be explored / developed by the Applicant organization. The students' admission as per the required shall be the obligation of the Applicant.

**Document Formats – Annexures**

**Annexure -1 Past Placement record of the organization for last three years**

S. No.	Year	Number/percentage of Youths				Average Joining Salary	Name of Companies/ Industries where placed
		Youth Trained	Sector Placed in	% age of placement	% of retention after 12 Months of joining		

Name of the Authorized Signatory of the Applicant :.....  
 Signature and Stamp of the Authorized Signatory of the Applicant :.....  
 Date: DD/MM/YYYY :.....

**Note:** In case of any wrong / incorrect declaration submitted by the Applicant, as requested by HC1 CARE FOUNDATION in the course of evaluation of the proposal, the proposal will be rejected at any stage of evaluation or targets would be revoked (if already allocated) during implementation.

Annexure 2 - Self-Declaration by Applicant pertaining to Blacklisting

(On the letterhead of the Applicant Entity)

**Note: Applicable for all applicants**

To,  
HC1 Care Foundation,  
601-602, 6th Floor,  
Windsor House, Off CST Road,  
Kalina, Santacruz (E)  
Mumbai 400 098

In response to the Request for Proposal for a skill development project, I/ We hereby declare that presently our Company/ firm \_\_\_\_\_ has an unblemished record and is not declared ineligible for corrupt and fraudulent practices, either indefinitely or for a particular period of time, by any State/ Central ministry or any other government department, and not on the list of blacklisted NGOs of DARPAN.

We further declare that presently our Company/ firm \_\_\_\_\_ is not blacklisted / debarred and not declared ineligible for reasons other than corrupt and fraudulent practices by any State / Central ministry or other government department.

If this declaration is found to be incorrect and / or misleading then without prejudice to any other action that may be taken, my/ our security may be forfeited in full, and the tender, if any, to the extent accepted, may be cancelled.

**Name of the Authorized Signatory of the Applicant** :.....  
**Signature and Stamp of the Authorized Signatory of the Applicant:**.....  
**Date: DD/MM/YYYY:**.....

**Contact details of Authorized Signatory (mobile and email):**.....

**Note:** In case of any wrong / incorrect declaration submitted by the Applicant, as requested by HC1 CARE FOUNDATION in the course of evaluation of the proposal, the proposal will be rejected at any stage of evaluation or targets would be revoked (if already allocated) during implementation.

### Annexure 3- Trainer Profile- Declaration by the Applicant

(On the letterhead of the Applicant Entity)

To,  
HC1 Care Foundation,  
601-602, 6th Floor,  
Windsor House, Off CST Road,  
Kalina, Santacruz (E),  
Mumbai 400 098

In response to the Request for Proposal for projects under skill development project, I/ We hereby confirm the following profile of the trainer's teaching domain/orientation in the sectors proposed:

Trainer Name	Educational Qualification	Expert in the Sector	Years of Experience in Skilling

If this declaration is found to be incorrect and / or misleading then without prejudice to any other action that may be taken, my/ our security may be forfeited in full, and the tender, if any, to the extent accepted, may be cancelled.

Name of the Authorized Signatory of the Applicant :.....  
Signature and Stamp of the Authorized Signatory of the Applicant :.....  
Date: DD/MM/YYYY :.....  
Contact details of Authorized Signatory (mobile and email) :.....

**Note:** In case of any wrong / incorrect declaration submitted by the Applicant, as requested by HC1 CARE FOUNDATION in the course of evaluation of the proposal, the proposal will be rejected at any stage of evaluation or targets would be revoked (if already allocated) during implementation.