



**National Safai Karamcharis Finance and Development
Corporation (NSKFDC)**

No.NSKFDC/NAMASTE/Survey for SDTP & CS/EoI/04/2025

Expression of Interest for

**PRE-QUALIFICATION AND SHORTLISTING
OF AGENCIES
FOR CONDUCTING**

Survey of Target Group for Skill Development Training and Capital Subsidy

**National Safai Karamcharis Finance and Development Corporation
(NSKFDC)**

(A Govt. of India Undertaking, Ministry of Social Justice & Empowerment)

Regd. office: NTSC, 3rd Floor, E-Block, NSIC, Okhla Industrial Area Estate-III,
New Delhi – 110020.

Tel: 26382476, 26382477, 26382478

Visit us at: www.nskfdc.nic.in Email: nskfdc-msje@nic.in

TABLE OF CONTENTS

Description		Page No.
Part I	Notice Inviting Expression of Interest	3
Part II	Instructions to Applicants	4 – 10
Part III	Scope of Work	11
Part IV	SRMS survey questionnaire (English and Hindi)	12 – 13
Part V	Pre-qualification Application Form and Annexure	14 – 15
	Pro-forma Letter of Application Form A	16 – 18
	Annexure-1 – Undertaking for not blacklisted	19
	Annexure-2 – Undertaking for corrupt and fraudulent practice	20
	Annexure-3 – Undertaking for bankruptcy/insolvency	21

Part I

EXPRESSION OF INTEREST FOR EMPANELMENT OF INSTITUTIONS FOR CONDUCTING SURVEY OF TARGET GROUP FOR SKILL DEVELOPMENT TRAINING AND CAPITAL SUBSIDY

NSKFDC invites Expression of Interest (Eoi) from Institution/Body/Trust/Society/NGO/Partnership Firm/LLP/company which meet the eligibility criteria for empanelment to conduct survey of Manual Scavengers/dependants (**herein referred to as “Target Group”**) for ascertaining their willingness for Skill Development Training and/or Capital Subsidy under the National Action for Mechanised Sanitation Ecosystem (NAMASTE), earlier known as Self Employment Scheme for Rehabilitation of Manual Scavengers (SRMS).

OBJECTIVE

The objective of conducting the survey is to identify and ascertain the willingness of Manual Scavengers/ dependants to undergo Skill Development Training and/or avail capital subsidy who have not yet availed these benefits. The survey is to be conducted in 17 States across India.

The organizations fulfilling the conditions shall submit the proposals with requisite documents by 30.05.2025 addressing the same to "The CS & DGM, National Safai Karamcharis Finance & Development Corporation (NSKFDC), NTSC, 3rd Floor, E-Block, NSIC, Okhla Industrial Area Estate-III, New Delhi – 110020. The eligible organizations will be empanelled by NSKFDC.

- Note:**
1. NSKFDC reserves the right to accept/reject the proposal without assigning any reason whatsoever.
 2. NSKFDC reserves the right to extend the last date of submission of proposals on need basis.

Place: New Delhi

Dated: 08.05.2025

Part II

Instructions to Applicants

1) National Safai Karamcharis Finance & Development Corporation (NSKFDC).

a wholly owned Govt. of India Undertaking under the Ministry of Social Justice & Empowerment (MoSJE) was set up on 24th January 1997 as a Company “Not for Profit” under Section 25 of the Companies Act, 1956. NSKFDC is in operation since October, 1997, as an Apex Corporation for all round socio-economic upliftment of the Safai Karamcharis (including Waste pickers), Manual Scavengers and their dependants throughout India, through various loan and non-loan-based schemes.

Apart from operating various loan and non-loan-based schemes for the upliftment of the target group, NSKFDC is playing a vital role in prevention of hazardous cleaning of sewer and septic tanks.

2) Self-Employment Scheme for Rehabilitation of Manual Scavengers (SRMS)

Self-Employment Scheme for Rehabilitation of Manual Scavengers (SRMS) was being implemented for the rehabilitation of persons engaged in manual scavenging. The manual scavengers identified through survey are being provided rehabilitation under the Scheme since 2013. Following the “Prohibition of Employment as Manual Scavengers and their Rehabilitation Act, 2013” (MS Act, 2013), there have been numerous efforts to understand challenges of safe cleaning of sewers and septic tanks and develop approaches, policies, standards, and regulations in order to improve the working conditions in the sanitation sector. Since then, benefits like subsidized loans to sanitation workers for procurement of sanitation-related projects, training support for skill building, workshops on hazardous cleaning of sewers and septic tanks etc. are being provided under SRMS. The identified manual scavengers and their dependents have been provided the following assistance to promote sustainable livelihood:-

- i. One Time Cash Assistance of Rs. 40,000/-.
- ii. Skill Development Training Programmes with stipend @ Rs. 3,000/- per month.
- iii. Capital Subsidy upto Rs. 5.00 lakh for Self Employment Projects

3) DEFINITION

Manual Scavenger and Manual Scavenging: As per Manual Scavengers Act, 2013 “manual scavenger” means a person engaged or employed, at the commencement of this Act or at any time thereafter, by an individual or a local authority or an agency or a contractor, for manually cleaning, carrying, disposing of, or otherwise handling in any manner, human excreta in an insanitary latrine or in an open drain or pit into which the human excreta from the insanitary latrines is disposed of, or on railway track or in such other spaces or premises, as the Central Government or a State Government may notify, before the excreta fully decomposes and the expression “manual scavenging” shall be construed accordingly.

Dependent: The dependent of identified manual scavengers is one who is a member of his/her family or is dependent on them. Each identified manual scavenger and his/her spouse or children who are at the age of 18 years and above, who are not employed will be provided admissible benefits.

Family and Dependent are defined for all rehabilitation measures, as under:

- i. Skill Development Training Programme (SDTP)
- ii. Loan with Capital Subsidy

All identified manual scavengers and their dependents who are willing and are above 18 years of age are eligible for skill training and loan with capital subsidy.

4) NAMASTE

The nomenclature of the Scheme has been changed as “National Action for Mechanised Sanitation Ecosystem” (NAMASTE) from the earlier name of “Self Employment Scheme for Rehabilitation of Manual Scavengers” (SRMS). The following existing components of SRMS would continue to be implemented for the rehabilitation of identified manual scavengers and their dependents:-

- A) Subject to the eligibility criteria of the training Programmes, identified manual scavengers and their dependents who are willing and are above 18 years of age shall be provided, free of cost, skill training of their choice from the list of such trainings organized by the National Safai Karamcharis Finance and Development Corporation (NSKFDC) from time to time. A monthly stipend of Rs.3000/- (Rupees three thousand only) or any such amount as may be decided from time to time, shall be remitted by NSKFDC directly into the trainee’s bank account as per training programme for the entire training period subject to fulfilling the minimum attendance criteria and other terms and conditions as prescribed in the training programme.

B) Capital subsidy of Rs. 5.00 lakh for a maximum project cost of Rs. 15 lakhs will be admissible to identified manual scavengers and their dependents under the scheme. However, for projects of Self Help Groups/groups, the capital subsidy of Rs. 18.75 lakh for maximum project cost of Rs. 50 lakh.

1. The manual scavengers/dependents beneficiaries have option to select any viable income generating self employment project. Projects would not be imposed on the beneficiaries, rather their interest, experience and choice would be given due weightage in selection of project.
2. The period of repayment of loan, including moratorium period will be five years for projects up to Rs. 5,00,000 and 7 years for projects above Rs. 5,00,000 with a moratorium period to start the repayment of loan will be up to 6 months.
3. Credit linked up front capital subsidy will be provided to the beneficiaries in a scaled manner, as follows:

Range of Project Cost (Rs.)	Rate of Subsidy
<u>For individuals</u>	
UptoRs. 5,00,000	50% of project cost
5,00,000 to15,00,000	Rs.2.5 lakh+25% of remaining project cost
<u>For Group Projects:</u>	
UptoRs.10,00,000 per beneficiary maximum Project cost upto Rs.50,00,000	Same as admissible to individuals subject to maximum Rs.3.75 lakh per beneficiary

4. Beneficiaries who have successfully repaid earlier loans are eligible for loans subsequently.

5) **SUBMISSION OF PROPOSALS**

Proposal may be submitted in Proforma attached as **Annexure-I** by the interested institutions (Government/non-government), which are duly registered under any statute in India and which fulfill the following criteria are eligible for empanelment:-

S. No.	Eligibility
i)	The institution/organization etc. should be atleast 5 years old as on 31.03.2025. It should be having valid registration certificate under the relevant statute, under which it had been incorporated.
ii)	Voluntary organization/ NGO should be mandatorily registered with the NITI Aayog, Govt. of India (NGO Darpan Portal) and have a UID No.
iii)	The applicant must have submitted Audited Balance Sheets and financial data of all of the last three financial years upto financial year 2023-24?
iv)	It should have a valid PAN Number, GST NO. (if applicable).
v)	The average annual turnover of the last three years upto financial year 2023-24 of the organisation should be more than Rs.25 lakhs?

vi)	The organisation should have any experience in (a) conducting surveys, or (b) Skill Development Training of Manual Scavengers, or (c) Capital Subsidy for Self Employment Projects for Manual Scavengers?
vii)	The Applicant should not have abandoned any work in the last five years or it should not have been blacklisted by any Government department / PSU or has any of its contract terminated for failure to perform?
viii)	The Applicant should not have given any misleading information
ix)	The Applicant should not have suffered bankruptcy / insolvency in the last three years?

EMD: Rs.5000/- (Rupees Five Thousand only) in the form of Demand Draft, from any of the Scheduled Bank drawn in favour of National Safai Karamcharis Finance and Development Corporation payable at New Delhi.

Tender Fee: Tender Fee including GST of **Rs.1,000/-** (Rupees One Thousand only) will be charged, which is to be submitted along with the Technical Bid in the form of Demand Draft, from any of the Scheduled Bank drawn in favour of National Safai Karamcharis Finance and Development Corporation payable at New Delhi. The MSME agency/units shall be exempted from submission of Tender Fee on production of proof of current registration certification from MSME/NSIC for the tendered item.

NOTE

- a) The EOI application without accompanying the requisite tender fee and EMD shall not be evaluated and shall be summarily rejected. The application document should be properly bound and secured before submission.
- b) Late submissions of applications (received after due date and time of submission of document) shall not be accepted under any circumstances.
- c) NSKFDC reserves the right to accept or reject any or all applications without assigning any reasons. No applicant shall have any cause of action or claim against NSKFDC for rejection of its/their application.
- d) EMD of unsuccessful bidders shall be refunded immediately after selection of the successful bidders.
- e) Intended applicants are required to watch the website of NSKFDC for all updates in connection with this pre-qualification viz. Addendum, Postponement of Submission schedules etc. NSKFDC shall not be responsible in any way on account of the intended applicant not noticing the updates.
- f) All communications between the Applicant and NSKFDC shall be conducted in writing.
- g) NSKFDC will respond in writing to any request for clarification received in writing from applicants before the last date of seeking clarification.

6) AMENDMENT OF PRE-QUALIFICATION DOCUMENT

- 6.1. At any time prior to the deadline for submission of applications, NSKFDC may amend the Pre-qualification Documents by issuing addenda.
- 6.2. Any addendum issued shall be part of the Pre-qualification Documents and shall be available on the website of NSKFDC.
- 6.3. To give Applicants reasonable time to take an addendum into account in preparing their applications, NSKFDC may, at its discretion, extend the deadline for the submission of applications

7. LANGUAGE OF APPLICATION

The application as well as all correspondence and documents relating to the Pre-qualification exchanged by the Applicant and NSKFDC, shall be in English or Hindi. Supporting documents and printed literature that are part of the application may be in another language, provided they are accompanied by an accurate translation of the relevant passages in English, in that case, for purposes of interpretation of the application, the English translation shall govern.

8. SIGNING OF THE APPLICATION AND NUMBER OF COPIES

- 8.1 The original of the application shall either be typed or downloaded from website www.nskfdc.nic.in or <https://eprocure.gov.in> or written in indelible ink and duly filled all the pages of the original copy shall be signed by a person or persons duly authorised to sign on behalf of the Applicant. All pages of the Pre-qualification documents, where entries or amendments have been made, shall be initialled and dated by the person or persons signing the application.
- 8.2 An authorized representative shall have the authority to conduct all business and incur liabilities related thereto for and on behalf of the organisation it represents, during the Pre-qualification and during contract execution.
- 8.3 All envelopes shall be titled "**APPLICATION FOR SURVEY OF TARGET GROUP FOR SKILL DEVELOPMENT TRAINING AND CAPITAL SUBSIDY**".
- 8.4 NSKFDC may, at its discretion, extend the deadline for the submission of applications, in which case all rights and obligations of NSKFDC and the applicants subject to the previous deadline shall thereafter be subject to the deadline as extended.

9 Procedure for Empanelment:

- 9.1 The proposals received would be scrutinized by NSKFDC and those organizations which qualify the eligibility criteria as mentioned in this document, shall be shortlisted and would be eligible for empanelment. Subsequently, the organizations which accept the Terms and Conditions including charges payable per survey may be empanelled.
- 9.2 The number of institutions to be empanelled shall be determined by NSKFDC based on the requirement. NSKFDC reserves the right to restrict the number of organizations at its discretion as per any criteria.
- 9.3 If the performance of the organization is not found satisfactory, NSKFDC reserves the right to cancel the empanelment of the institution.

10 Terms and Conditions for Survey

- 10.1 The applicant shall be responsible for obtaining relevant certificates or clearances from local civic authorities etc. NSKFDC shall extend necessary assistance wherever possible.
- 10.2 The empanelled institution shall go door-to-door at the houses/ basties of identified Manual Scavengers to collect data.
- 10.3 Any liability/claims arising due to organizing of project shall be that of the empanelled institution.
- 10.4 Empanelled institution will comply with other terms and conditions as per the EoI and such other terms as may be specified in the Sanction letter of NSKFDC or conveyed subsequently.
- 10.5 NSKFDC may, at its discretion, assign work and venues to any one or more of the empanelled institution/s depending upon its requirement.
- 10.6 **The questionnaire for conducting the survey is at Part-IV.** The organization is required to well acquaint its concerned staff about the delivery of the project. In this regard, NSKFDC or its authorized institution would provide necessary support wherever required.
- 10.7 The empanelled organization would prepare an action plan and keep NSKFDC updated of the progress made.
- 10.8 The organization will give complete publicity to NSKFDC and its schemes during the survey.

The organization shall provide following: -

Sl. No.	Particulars
1.	List of States where it is capable of conducting the survey
2.	Cost per survey

Part III

SCOPE OF WORK

The scope of work for the assignment entails the following:-

1. To visit the houses/ basties of identified Manual Scavengers for conducting door-to-door survey.
2. Orientation of target group on the availability of various types of Skill Development Training courses and for ascertaining their willingness to undergo training.
3. Orientation of the target group for availing financial assistance along with Capital Subsidy for undertaking various types of income generating activities.
4. The State-wise list of 58,098 identified manual scavengers alongwith the list of Manual Scavengers who have already availed the benefits of Capital Subsidy and Skill Development Training Programme is given at the below link:-

<https://nskfdc.nic.in/dashboard/dashboard.php>

MS who have already availed the benefits should not be selected.

Part IV

SRMS survey questionnaire

1. Manual Scavengers ID No. _____
2. Name _____
3. Gender (Male/Female) _____
4. Marital Status _____
5. Father/Husband Name _____
6. Residence address _____
7. Mobile No. _____

8. Aadhar No _____
9. **Educational qualification Status *** (*single select*)

- a) Class 1-5
- b) Class 6-10
- c) Class 11-12
- d) Class 12 and above
- e). Not Literate

10. Occupation
11. Details of dependant family members (Spouse & Children only)

Sl.	Name	Age	Relation	Education qualification	Aadhar No.

12. Have you/dependant family members taken training or loans from any organisation,
If yes, details of training/loan _____
13. Are you/dependants interested in taking Skill development training (Yes/No)
14. Are you/dependants interested in taking loan with capital subsidy for any income-generating activity? If yes, (a) type of activity _____
(b) amount required (Rs.) _____

SRMS सर्वेक्षण प्रश्नावली

1. मैनुअल सफाई कर्मचारी पहचान संख्या _____
2. नाम _____
3. लिंग (पुरुष/महिला) _____
4. वैवाहिक स्थिति _____
5. पिता/पति का नाम _____
6. निवास पता _____
7. मोबाइल नंबर _____
8. आधार नंबर _____
9. शैक्षिक योग्यता स्थिति* (एक ही चुनें)
 - a) कक्षा 1-5
 - b) कक्षा 6-10
 - c) कक्षा 11-12
 - d) कक्षा 12 और उससे ऊपर
 - e). अशिक्षित

10. पेशा

11. निर्भर परिवार के सदस्यों का विवरण (केवल जीवनसाथी और बच्चे)

क्रम.	नाम	उम्र	रिश्ता	शैक्षिक योग्यता	आधार नंबर

12. क्या आपने/निर्भर परिवार के सदस्यों ने किसी संगठन से प्रशिक्षण या ऋण लिया है? अगर हाँ, तो प्रशिक्षण/ऋण का विवरण _____
13. क्या आप/निर्भर परिवार के सदस्य कौशल विकास प्रशिक्षण लेने में रुचि रखते हैं? (हाँ/नहीं)
14. क्या आप/निर्भर परिवार के सदस्य किसी आय-सृजन गतिविधि के लिए पूंजी सब्सिडी के साथ ऋण लेने में रुचि रखते हैं?

यदि हाँ, तो (क) गतिविधि का प्रकार _____

(ख) आवश्यक राशि (रु.) _____

Part V

Pre-qualification Application Form

National Safai Karamcharis Finance & Development Corporation (NSKFDC)

S. No.	DETAILS			
1	Name of Institution			
2	Date of Formation			
3	Registered Address			
4	Address for Correspondence			
5	Telephone No.			
6	Name & Designation of Contact Person			
7	Mobile No.			
8	Email Address			
9	Eligibility	Documentary (self-certified) enclosed.	Evidence to be	Page No.
i)	The institution/organization etc. should be atleast 5 years old as on 31.03.2025. It should be having valid registration certificate under the relevant statute, under which it had been incorporated.	Copy of the Registration Certificate and its renewal certificate showing validity.		
ii)	Voluntary organization/ NGO should be mandatorily registered with the NITI Aayog, Govt. of India (NGO Darpan Portal) and have a UID No.	Evidence of Unique ID and Registration of the portal.		
iii)	Whether the Tender Fee and EMD has been sent along with the EoI document? (Exempted, if relevant exemption certificate is attached)	Draft of tender fees and EMD		
iv)	Has the Applicant submitted Audited Balance Sheets of all of the last three years upto financial year 2023-24?	A copy of the Audited accounts for the financial year ended 31.03.2024 (as the case may be) alongwith Auditors Report.		

v)	It should have a valid PAN Number, GST No. (if applicable).	Copy of PAN CARD /GST Registration Certificate	
vi)	Whether the average annual turnover of the last three years upto financial year 2023-24 of the organisation is more than Rs. 25 lakhs?	A certificate from CA specifying gross receipt for the last financial year.	
vii)	Whether the organisation has any experience in (a) conducting surveys, or (b) Skill Development Training of Manual Scavengers, or (c) Capital Subsidy for Self Employment Projects for Manual Scavengers?	Please attach relevant proof.	
viii)	Has the Applicant abandoned any work in the last five years or has it been blacklisted by any Government department / PSU or has any of its contract terminated for failure to perform?	Self certified certificate signed by the Head of the Institution/authorized signatory in Annexure-1	
ix)	Has any misleading information been given in the application by the applicant?	Self certified certificate signed by the Head of the Institution/authorized signatory in Annexure-2	
x)	Has the Applicant suffered bankruptcy / insolvency in the last three years?	Self certified certificate signed by the Head of the Institution/authorized signatory in Annexure-3	
xi)	List of preferred states where it can conduct the survey	Names of States/UTs to be covered by the institution (please use separate sheet, if the space provided is not sufficient).	

Signature & Stamp of Applicant Or

Authorised Signatory on behalf of the Applicant

FORM 'A'

PRO-FORMA FOR LETTER OF APPLICATION

(On Letter Head of Organisation)

Manager (NAMASTE)
National Safai Karamcharis Finance and Development Corporation (NSKFDC)
NTSC, 3rd Floor, E-Block, NSIC,
Okhla Industrial Area Estate-III,
New Delhi – 110020, India.

(Applicant to provide date and reference)

**Sub: APPLICATION FOR PRE-QUALIFICATION AND SHORTLISTING OF
AGENCIES FOR CONDUCTING SURVEY OF TARGET GROUP FOR SKILL
DEVELOPMENT TRAINING AND CAPITAL SUBSIDY**

Dear Sir,

We, the undersigned, apply to be pre-qualified for the subject under reference and declare the following:

- (a) We are duly authorized to represent and act on behalf of _____ (hereinafter the "Applicant").
- (b) We have examined and have no reservations to the EOI Document including Addenda No(s) _____.
- (c) We are attaching with this letter, the copies of original documents defining: -
 - i. the Applicant's legal status;
 - ii. Its principal place of business; and
 - iii. Its place of incorporation (if Applicants are corporations); or its place of registration (if Applicants are partnerships or individually owned firms)
 - iv. Annexure 1 to 4 duly filled.
- (d) We further declare that we have not engaged any agent or middleman for this pre-qualification process. We have not paid / will not be paying any commissions, gratuities or fees with respect to the pre-qualification process.
- (e) NSKFDC and/or its authorised representatives are hereby authorised to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this application, and to seek

clarification from our bankers and clients. This Letter of Application will also serve as authorisation for any individual or authorised representative of any institution referred to in the supporting information, to provide such information deemed necessary and as requested by NSKFDC.

- (f) NSKFDC and/or its authorised representatives may contact the following nodal persons for further information on any aspects of the Application:

S. No.	Name & Designation	Address	Telephone No/ Mobile No	E Mail
1.				
2.				

- (g) This application is made in the full understanding that: -
- The Applicants will be subject to verification of all information submitted.
 - NSKFDC reserves the right to reject or accept any or all applications, cancel the pre-qualification process without any obligation to inform the applicant about the grounds of same.
- (h) The undersigned declares that the statements made and the information provided in the application are duly complete, true, and correct in all respect. We also declare that no alteration has been made in EOI documents downloaded. We also understand that in the event of any information furnished by us being found later on to be incorrect or any material information having been suppressed, or any discrepancy is found between the EOI document submitted by us and the EOI document issued by NSKFDC the following action can be taken:
- Our name will be removed from the list of empanelled agencies.
 - Any allocation on the basis of empanelment may not be considered and cancelled.
 - If the empanelment is made to us on the basis of our empanelment, the same may be withdrawn and cancelled without any financial claim / Arbitration application from our side.

Name:

In the Capacity of:

Signature of Authorized Signatory:

**Duly authorized to sign the Application for and on
behalf of:**

Date:

Email:

Contact Number:

ANNEXURE-1

Applicant's legal name _____

UNDERTAKING FOR NOT BLACKLISTED

We do hereby undertake that we have not been blacklisted or deregistered by any Central / State government department or public sector undertaking and also that none of our work was rescinded by the client after award of contract during last five years.

Signature & Stamp of Applicant or Authorised

Signatory on behalf of the Applicant

ANNEXURE-2

Applicant's legal name _____

UNDERTAKING FOR CORRUPT AND FRAUDULENT PRACTICE

It is confirmed and declared that we have not been engaged in any fraudulent and corrupt practice as defined in Clause 3 ("Corrupt or Fraudulent Practices") of Part-II (Instructions to Applicants) and that no agent, middleman or any intermediary has been, or will be, engaged to provide any services, or any other items of work related to the award and performance of this contract.

Signature & Stamp of Applicant or Authorised

Signatory on behalf of the Applicant

ANNEXURE-3

UNDERTAKING FOR NOT SUFFERING BANKRUPTCY/INSOLVENCY

We do hereby undertake that we have not suffered bankruptcy/insolvency during last three years.

Signature & Stamp of Applicant or Authorised

Signatory on behalf of the Applicant