



**CORRIGENDUM #02**

Ref No : MSSDS/368/OSOT/SIP/RFP/2021.

Dated: 16 July 2021, Shillong

**Information for the applicants**

Sl. No.	RFP document reference/section	Amendment(s)/Changes
1	Scope of Work/ Payment clause	<b>The nodal agency MSSDS shall do the needful monitoring. The bidder shall be responsible for facilitating MSSDS in the identification and selection of Skills and Talent Partner. The payment for the same shall be made by MSSDS directly.</b>
2	Components of OSOT	<b>Components of the OSOT programme:</b> Selected Bidder is expected to implement the following three components during phase – 1 (One-year duration).  <u>Aspiration Development -</u>  1. Local infrastructure will be identified at block level and developed as Skill Centres (preferably schools). 2. Organising youth camps - designed to instil confidence, unlock aspiration and open eyes to opportunity (delivered by Youth Mentors) 3. Participants undergo a short session on OSOT, its objectives and other relevant information. 4. Registration of Youth on MY (Meghalaya Youth) portal. Provision of offline registration to be developed for ease of registration process in places with poor internet connectivity.  <u>Skill and Talent Development -</u>  1. Foundation: An immersive module (minimum of 10 hours) divided into multiple sessions which will comprise of life skills and counselling workshops, communication skills (with public speaking and speech making), a session each on ethics and mental health shall be organised.

		<p>2. Skill Module: Module on inculcating a chosen skill (minimum of 10 hours) out of a comprehensive indicative list of skills such as farming, weaving, fisheries, digital design, livestock, language learning, apiculture, environment, handicrafts and tourism (as decided by MSSDS) shall be conducted. Shall be delivered by the Skill Providers identified by the SIP.</p> <p>3. Talent Module: Module on building/encouraging a chosen talent (Minimum of 10 hours) shall be organised from an indicative list of talents such as sports, music, fine arts/painting, dance and other local native art forms. These shall be delivered by the Talent providers identified by the SIP.</p> <p><u>Leadership development –</u></p> <p>1. Growth Module: Selected participants will undergo training (Minimum of 10 hours) comprising of sessions on imparting basic IT skills and financial/accounting, focus on practical training, developing entrepreneurial thinking, smartphone literacy- lingos and how to use mobile applications.</p>
3	<b>Scope of Work</b>	<p><b>The scope for State Implementing Partner shall include:</b></p> <p>The agency empanelled for the execution of this initiative shall ensure the following responsibilities and activities are undertaken:</p> <ol style="list-style-type: none"> <li>1. To develop and deliver a suitable curriculum, content and training pedagogy (foundation and Leadership modules) for respective age groups (15 years - 24 years) covering: <ol style="list-style-type: none"> <li>a. Life Skills &amp; Well-being (Foundation)</li> <li>b. Values, Ethics and Decision Making (Foundation)</li> <li>c. English Speaking, public speaking Skills (Foundation)</li> <li>d. Body Language, Soft Skills (Foundation)</li> <li>e. Career counselling (Foundation)</li> <li>f. Professionalism and Leadership (Leadership)</li> <li>g. Digital and Smartphone Skills (Leadership)</li> <li>h. Financial and accounting skills (Leadership)</li> <li>i. Entrepreneurial thinking (Leadership)</li> </ol> </li> <li>2. Support MSSDS to identify and partner with suitable Schools and Colleges in the selected blocks of the districts.</li> <li>3. Support MSSDS in empanelling and monitoring Youth Mentors/Skill Providers/Talent Providers/relevant agencies for OSOT.</li> </ol>

4. To provide facilitators and instructors (Youth Mentors, Skill and Talent providers) adequate training and get them equipped with the attitude needed to conduct the sessions.
5. To put in place an effective and efficient administrative team to monitor, supervise and continuously evaluate the quality of training, attendance and programme outcomes across phases.
6. To mobilise, enrol and train youth (in Foundation, Skill and Talent modules through a network of Youth Mentors, Skill and Talent Providers) at least 11,000 (in a year) youth across the Districts through a demonstrated network of supporting partners, schools, college campuses in:
  - a. East Khasi Hills
  - b. West Khasi Hills
  - c. South West Khasi Hills
  - d. West Jaintia Hills
  - e. East Jaintia Hills
  - f. Ri Bhoi
  - g. West Garo Hills
  - h. East Garo Hills
  - i. North Garo Hills
  - j. South Garo Hills
  - k. South West Garo Hills
7. To execute the programmes through a combination of the following interventions:
  - a. Aspiration and Confidence Building youth Camps in select blocks and campuses across Districts during weekends.
  - b. Delivery of Foundation training.
  - c. Career Guidance sessions to help participants identify a passion or an interest and enrol in a pre-defined skill mentorship opportunity and talent coaching programme and Hand-holding support.
  - d. Ensuring proper delivery of Skill and Talent training
  - e. Delivery of Leadership training
8. To consult with MSSDS over the actual mentorship and coaching process for the skills and talent development phase and provide timely advice to the Nodal department.
9. To identify career aspirations and indigenous Talent where possible and to suggest appropriate routes for further studies and/or suggest linkage to existing job-oriented skills training programmes with government.

10. To create suitable youth engagement interventions that recognise and celebrate Talent and potential amongst the participants.
11. Manage the programme end to end and act as SPOC for the OSOT programme.
12. Coordinate with MSSDS to derive a framework and implement the training module.
13. Support MSSDS in media outreach and PR related activities.
14. Support MSSDS in implementing regulatory changes (if any).
15. To document beneficiaries, record project milestones and provide printed reports and assessments thereof to MSSDS.

4	<b>Implementation Timeline</b>	<b>S.No</b>	<b>Deliverable</b>	<b>Expected Timelines for Completion</b>
		1	Identification of campuses/centres	D+1 <sup>st</sup> M
		2	Support MSSDS for the identification of Youth mentors(YM) and Training Providers (SPs and TPs)	D+2 <sup>nd</sup> M
		3	Facilitating MSSDS in onboarding Youth Mentors, Skill and Talent Providers	D+3 <sup>rd</sup> M
		4	Development of modules content and curriculum (Foundation, Skill and Talent, Leadership) in consultation with MSSDS	D+3 <sup>rd</sup> M - 4 <sup>th</sup> M
		5	Facilitating MSSDS in organising Training of Trainers workshop for youth mentors and training providers	D+4 <sup>th</sup> M
		6	Supporting MSSDS in Mobilisation of participants	D+3 <sup>rd</sup> M - 4 <sup>th</sup> M
		7	Organise Youth Camps in the identified blocks	D+5 <sup>th</sup> M
		8	Enrolment of participants, Registration of youth on the Meghalaya Youth (MY) portal	D+5 <sup>th</sup> - 6 <sup>th</sup> M
		9	Delivery of Foundation Module	D+7 <sup>th</sup> M

10	Mapping of participants with Skill and Talent Providers (SPs)/(TPs)	D+7 <sup>th</sup> – 8 <sup>th</sup> M
11	Self- evaluation and self-monitoring of the module delivery for Skill development and submission of the report to MSSDS	D+8 <sup>th</sup> M - 10 <sup>th</sup> M
12	Self-evaluation and self-monitoring of the module delivery for Talent development and submission of thereport to MSSDS	D+8 <sup>th</sup> M - 10 <sup>th</sup> M
13	Assessment of participants for Forward linkage (formatshall be provided by MSSDS)	D+11 <sup>th</sup> M
14	Delivery of Growth and Leadership module to the selected participants	D+11thM
15	Facilitate MSSDS in ensuring Forward linkage for the selected participants	D+12thM
16	Provide Hand Holding to all the trainees of the OSOT programme	D+12thM
17	Final self-evaluation and self-monitoring report submission to MSSDS	D+3rdM - 12thM (weekly)

\*Note: a) Expected Timeline of D+M would mean that the task is required to be complete at the end of given month from the Date of issuance of LOA. However, a selected bidder can suggest changes in the deliverables.

b) The duration of the Project is projected to be 2 years. However, the deliverables are mentioned for One year which maybe subject for renewal/extension for year Two.

The implementation timelines for the scope of Work are as described below:

Please note that '**D**' is the Date of issue of "Letter of Award" by MSSDS, Government of Meghalaya and '**M**' is the month in a year.

5	Format for Financial Proposal	No	Cost head	Components	Periodicity	Units/ duration	Total (Rs in lakhs)
	(to be submitted with an authorized signature stamp and date along with the cover letter as mentioned in the main RFP document)	1	Awareness Building Youth Camps	a) Organising District wise youth camps (in the blocks identified per district) to create awareness and improve aspirations for the OSOT Programmes b) Registration of youth and documentation for future referral	Fee/Camp	Up to 150 Youth Camps per year and with 150 participants each	
		2	Identifying Youth Mentors (YM)	a) Facilitating MSSDS in identifying and onboarding of the Youth Mentors (MSSDS shall onboard and pay the remuneration) b) Conducting Training of Trainers (ToT) workshop for the Youth Mentors	One-time	110 Youth Mentors (10 per district)	
		3	Delivery of Foundation Module	Costs associated with; a) <u>Developing and leveraging</u> in-house content and curriculum for the foundation module	Fee/participant	11000 youth	

				<ul style="list-style-type: none"> <li>b) Mapping of Youth Mentors to the participants (1 YM:10 participants)</li> <li>c) Delivering 10 hours of training to the mapped participants</li> <li>d) Assessing the participants and identifying their interest in a specific skill and talent</li> <li>e) Mapping the participants to Skill and Talent providers</li> </ul>			
	4	Identifying Skill and Talent Providers	<ul style="list-style-type: none"> <li>a) Facilitating MSSDS in identifying and onboarding of the Skill and Talent Providers (SP and TP), MSSDS shall onboard and pay the remuneration</li> <li>b) Mapping of the participants to Skill and Talent providers (1 SP/TP:10 participants) as per the Skill and Talent opted by the participants</li> </ul>	One-time	110 Skill Providers (10 per district), 110 Talent Providers (10 per district)		
	5	Curriculum for Skill and Talent Module	<ul style="list-style-type: none"> <li>a) Facilitating MSSDS in designing and finalising curriculum for Skill</li> </ul>	One-time	Curriculum development for 10 Skills and 10 Talents. Curriculum designers (should be domain experts) for 2 months		

			and Talent modules post-consultation with SPs/TPs b) Deputing domain experts (for short-term) to design the Skill and Talent curriculum			
	6	Delivery of Growth and Leadership Module	a) <u>Developing and leveraging</u> in-house content and curriculum for the Growth and Leadership module b) Delivering 10 hours of training to the mapped participants	<u>Fee/participant</u>	<u>3000 youth</u>	
	7	Travel and Accommodation	Costs associated with inter-district travel and accommodation expenses connected for the administrative team associated with core activities specified under the scope of work	Costs/Month	12 months	
	8	Culmination Events	Costs associated with organising 11 District Level Events (1 per district) for the top 25% participants identified for the	Fee/Camp	<u>In a year, 11 events shall be organised with</u> up to 300 participants per Event and 1 State event with at least 550 (50 from each district) participants	



				Growth & Leadership Modules and ONE State Level Mega Event to identify Youth Stars			
		9	Media, PR and Social-Media	<p>Fee connected with the execution of an approved social media and PR campaign including but not limited to the following services:</p> <ul style="list-style-type: none"> <li>a) Video Footage and Photography Archives</li> <li>b) Social Media Posts</li> <li>c) Awareness Campaigns (Print/Outdoors)</li> <li>d) Video Documentaries and Press Releases</li> </ul>	Fee/Month	12 Months	
		10	Consultation Fees	Consulting Charges for various support services rendered to the MSSDS as SIP for the OSOT programme as specified in the Scope of Work	Lump-Sum	12 Months	
		11	Cost of Resources (Core team)	<p>Wages, Allowances and Retainership costs for</p> <ul style="list-style-type: none"> <li>a) Project Lead (1 no's)</li> </ul>	Salaries/ Resource/ Month	12 months	

			b) Project Coordinators (3 no's) c) MIS (1 no's) d) Media and PR Assistant (1 no's) e) Multi-task Assistant (1 no's)				
		12	Miscellaneous Expenses	Bidder may suggest other expenses left out in this section	Break down to be provided	NA	
		13	Statutory Taxes, if any	As per prevailing rates	Break down to be provided	NA	
		14	GRAND TOTAL				

**Sd/-  
Executive Director  
MSSDS, Shillong**

Copy to:

1. Chief Executive Officer, MSSDS, Shillong.
2. Administrative Officer, MSSDS, Shillong for uploading the document on the MSSDS portal for applicant/public information.
3. Office copy.