



**Terms of Reference  
for  
Skills Gap Study cum Labour Market Survey for Capital Goods Sector  
2018**

Sl. No.	Particulars	Description
1	<b>Information to Consultants</b>	<p>Capital Goods Skill Council is one of the sector specific sector skill councils promoted by FICCI and Department of Heavy Industry (DHI) and set up with the support of Ministry of Skills Development (MSDE), National Skills Development Corporation (NSDC) and Capital Goods Industry. The mandate of the Skills Council is to create a conducive eco-system to meet the skills requirements of the industry by developing the occupational standards, quality assurance systems, affiliation of training providers, training of trainers and assessors, developing a system of collating demand through a labour market surveys. A study on Human Resource and Skill Requirements in the Capital Goods Sector (2012-17,2017-22) was conducted under the aegis of NSDC. However, the growth estimates and projections made in the study did not materialize due to various economic reasons, both global and domestic. Hence it is now felt that in order to move ahead it is necessary to revalidate the findings based on the present and estimated future growth requirements covering the cross-section of large, medium small and micro industry and also including the unorganized sector.</p> <p><b>In view of the above, CGSC, in association with FICCI proposes to engage a reputed consultant to assist it in conducting a detailed skill gap study and labour market survey.</b></p>
2	<b>Objective of the study</b>	<p>The study aims to ascertain the current availability (both direct and indirect employment) and future requirement of human resource in the capital goods sector. Capital Goods Skill Council, with the support of DHI and FICCI propose to manage the project.</p>
3	<b>Background and Scope of Work</b>	<p>The skilled human resources represent the one of the most critical constraint in achieving the growth of the capital goods industry and its targets. A study on Human Resource and Skill Requirements in the Capital Goods Sector (2012-17,2017-22) done under the aegis of NSDC in 2012-13 estimated a direct employment of 1.4 Mn people and an indirect employment of 7 Mn people. The sector impacts users of capital goods to 50 times of direct employment. The sector however grew at the rate of 1.1% pa between 2013-16 in contrast the projected growth targets of 16.8% pa, green shoots however, were visible in the year 2017. In addition, another study was done by CGSC in 2014-15 to collate the existing job roles in the industry across different sub sectors and geographies which consolidated 365 job roles of which about 50 plus job roles covered approximately 80% of the manpower across different NSQF levels. A limited labour market survey was also done in 2015 covering the key districts of Maharashtra which brought out the demand -supply challenges in the sector amongst other issues.</p>

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		<p>The proposed study, in addition to drawing some reference from the studies mentioned above, must have a methodological approach in re-establishing the current sub-sector wise numbers in both formal and informal sector and estimating the future requirements of human resource till 2022 keeping in view the realistic growth prospects both from domestic and international economic indicators. The method should preferably build on the approach and functional job analysis leading to sectoral consolidation while maintaining sub sectoral unique requirements.</p> <p>The study should also bring out the employment patterns and trends of the OEMs and the supporting vendors leading to the job roles wise hiring criteria, percentage of employment between permanent, temporary/contractual and third party contractual employees and apprentices</p> <p>The purpose of this study should also be to seek a balance or/and to address the mismatches between what is available in terms of HR and skilled workforce, the sectoral understandings, its interlinked connections with other sub sectors with what is actually required to boost the growth of the sector on the side-lines of skill development.</p> <p>The study will also focus on the likely impact of Industry 4.0; the new job roles emerging or likely to emerge, any projected jobs / job type losses due to induction of new technology over time, job roles / occupations that may require re-skilling / up-skilling and possible horizontal and vertical mobility pathway. The study would focus on only Core Jobs of all Capital Goods sub sectors in general and key subsectors in specific.</p>
4	<p><b>Terms of Reference / Outcomes of the Study Report</b></p>	<ul style="list-style-type: none"> <li>• Focus only on the Core Jobs (Machining, Welding &amp; Cutting, Fitting, Fabrication &amp; Assembly, Design, Service, Quality, Instrumentation &amp; Calibration, Maintenance, Research and Shop Floor Management etc) of the CG Sector.</li> <li>• Analyse the entire sector and its characteristics in terms of all available sub sectors in general and key sub sectors (Machine Tools, Tool and Gauge, Plastic machinery, Textile Machinery, Process Plant, Textile Machinery Accessories, Power Equipment and Light Engineering) in specific, contribution to the industry, demand and supply factors in terms of growth and employment,</li> <li>• Understand the nature of job creation, job vacancies and expansion strategies of select companies in each of the key sub sectors</li> </ul>

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		<ul style="list-style-type: none"> <li>• Validate the direct employment figures of 1.4 Mn and indirect employment of 7 Mn people both in the formal and informal industry separately keeping the focus only on core jobs of the CG Sector.</li> <li>• Estimate the job roles wise employment potential of skilled manpower requirement for both formal and informal employment separately in short term upto 2019 and medium term upto 2022 with special focus on key sub sectors of Capital Goods mentioned above.</li> <li>• Identify job roles wise requirement specific to the sub sectors with a view to suggesting changes, adding new qualifications or phasing out existing CG qualifications.</li> <li>• Map the workforce migration pattern from different regions to the CG sector clusters for employment.</li> <li>• Identify sub sector and cluster wise preference for hiring special groups like women and persons with disability.</li> <li>• Understand the job forecasting practices and the existing practices of meeting the HR requirements being followed in the industry. Identify the impact of Industry 4.0, the new emerging jobs and / or likely to emerge, any projected jobs / job types losses, jobs / occupations requiring re-skilling / up-skilling.</li> <li>• Bring out employment patterns / trends of OEMs and supporting vendors leading to job role wise hiring criteria and percentage share of employment between permanent, temporary and contractual employees and apprentices.</li> <li>• Identify deficiencies in skills identified by industry while hiring from training institutes.</li> <li>• Validate and update the existing occupational map of the CG Sector in the prescribed format.</li> <li>• Suggest strategy and plan to (a) achieve the identified gap till 2019 and 2022 (b) roll out RPL type 4 across all sub sectors (c) roll out NAPS (d) aggregate job role wise periodic demand</li> </ul> <p>The above description of scope of work is indicative and not exhaustive. Changes/additions can be made by RFP owner as and when necessary, to enhance the worth of the study, without changing its basic nature</p>
5	<b>Deliverables</b>	<ul style="list-style-type: none"> <li>• <b>Inception Report</b> – within 2 weeks of Letter of Award (LOA)</li> <li>• <b>Interim Presentation</b> – within 12 weeks of LOA</li> <li>• <b>Final Presentation</b> – within 16 weeks of LOA</li> </ul>
6	<b>Terms of Payment</b>	<p><b>20% of the contract price</b> as commissioning advance along with Letter of Award (LOA)  <b>20% of the contract price</b> on submission and acceptance of Inception Report  <b>30% of the contract price</b> on interim presentation</p>

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		<p><b>30% of the contract price</b> on final presentation, submission of report and its acceptance by RFP Owner.</p> <p>Payments will be released within Thirty (30) days of the receipt of invoice subject to terms and conditions as per the contract.</p>
7	<b>Evaluation and Selection Criteria</b>	<p>Evaluation of proposals and subsequently selection of consultant shall be done on the basis of following criteria:</p> <ul style="list-style-type: none"> <li>• The consultant's experience relevant for the assignment</li> <li>• The quality of approach &amp; methodology proposed including activity wise work plan and organization &amp; staffing</li> <li>• The qualifications of the key staff proposed</li> <li>• Rationality of the financial quote</li> </ul>
8	<b>Other instructions to Consultants</b>	<ul style="list-style-type: none"> <li>• Consultants who can commit full time manpower on regular employment exclusively for this assignment will be eligible for consideration. CGSC will require firm assurance from consultant that the professional staff committed for the assignment will be actually working. The key professional staff shall be the same as proposed and normally shall not be changed during the course of the assignment unless both parties agree</li> <li>• Proposals, all related documents and subsequent reports (in case of selection as Consultant) shall be submitted in ENGLISH only.</li> <li>• Consultants are required to quote the rates in the Indian currency inclusive of all taxes only.</li> <li>• The consultant shall not utilize or publish or disclose or part with any statistics, data/proceeding or information collected for the purpose of this study, without written consent of RFP Owner. The consultant shall be bound to hand over the entire records of assignment to RFP Owner. The consultant shall be responsible for any explanation/description in the matter of this engagement.</li> </ul>
9	<b>Address for submission of Expression of Interest and proposed cost inclusive of all taxes</b>	<p>Mr IS Gahlaut CEO, CGSC C/o, Awfis, 1<sup>st</sup> Floor, L-29 Outer Circle, CP New Delhi – 110001 Email: <a href="mailto:inder.gahlaut@cgsc.in">inder.gahlaut@cgsc.in</a></p>
10	<b>Last date for submission of EOI</b>	5 pm on 15 July 2018