Expression of Interest- Digital Academy (Employability)

Selection of Organizations as Implementation Partners

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Brief Description

General Terms

1.1 Goals of This Expression of Interest (EOI)

The objective of this EOI is to solicit proposals from the interested organizations working in skilling domain (High end IT courses like Testing, coding, Java etc.) to partner with Capgemini India Private Limited for its CSR initiative. The organization will be responsible for starting Digital Academy to train youth who are NEET (not in education, employability or training). In addition to this, the organization will also be responsible for enhancing the program and increase efficiency of implementation. The EOI intends to bring out the details with respect to scope of engagement that are deemed necessary to share with interested organizations.

1.2 EOI Issuing Authority

This Expression of Interest (EOI) is issued by the department of Corporate Social Responsibility (CSR), Capgemini India and intends to short list organizations as potential implementation partners. The department's decision about short-listing of organizations through this EOI shall be final and the department reserves the right to reject any or all the proposals without assigning any reason.

Sr. No.	Item	Description
1	Project Title	Selection of Organizations for Capgemini Digital Academy
2	Department	Corporate Social Responsibility (CSR), India
3	Contact Person	Mr Kumar Anurag Pratap, Digital Inclusion Lead, India Capgemini Technology Services India Limited Capgemini India Pvt. Ltd. Phone: 022 - 67557000
	Contact Person	Ms Leena David, Digital Inclusion Coordinator, India Capgemini Technology Services India Limited Email: leena.david@capgemini.com Phone: 9731721035
	Contact Details	Corporate Social Responsibility Capgemini Technology Services India Limited, Capgemini Knowledge Park (SEZ) IT3/IT4, Airoli Knowledge Park, Thane Belapur Rd, Airoli, Navi Mumbai - 400708, Maharashtra, India Website:

1.3 Tentative Schedule

Sr. No.	Item	Dates
1	Release of Expression of Interest (EOI)	1st August 2019
2	Last date for submission of written questions by organizations	30 August 2019
3	Response to the queries	15 September 2019
4	Last date for submission of EOI response	21 September 2019
5	Extension of Deadline – Revised Date for Submission	30 September 2019
6	Declaration of Short-Listed Organizations	To be informed later

1.4 Availability of the EOI Documents

EoI can be downloaded from the Capgemini website given under section 1.2. The organizations are expected to examine all instructions, forms, terms, project requirements and other details in EoI documents. Failure to furnish complete information as mentioned in the EoI documents or submission of a proposal not substantially responsive to the EoI documents in every respect will be at the organization's risk and may result in rejection of the proposal.

1.5 Venue and Deadline for Submission of Concept Note

Proposals, in its complete form in all respects as specified in the EoI, must be sent to the email id provided in the section 1.2.

Capgemini CSR may, in exceptional circumstances and at its discretion, extend the deadline for submission of proposals by issuing an addendum to be made available on the Capgemini website, in which case all rights and obligations of Capgemini CSR and the organizations previously subject to original deadline will thereafter be subject to the deadline as extended.

Scope of Engagement

2.1 Background

About Capgemini India Private Limited:

A global leader in consulting, technology services and digital transformation, Capgemini is at the forefront of innovation to address the entire breadth of clients' opportunities in the evolving world of cloud, digital and platforms. It is a multicultural company of over 200,000 team members in more than 40 countries. The Group reported 2018 global revenues of EUR 13.2 billion.

https://www.capgemini.com/in-en/our-company/

About Capgemini Corporate Social Responsibility

As a leader in digital transformation, we are also a responsible company working to ensure that technology and innovation drive sustainable and social development. We have strengthened this commitment to our employees, clients, and partners by leveraging three fundamental pillars: Diversity, Digital Inclusion, and Environmental Sustainability. In this way, we serve as Architects of Positive Futures.

https://www.capgemini.com/our-company/our-corporate-social-responsibility-program/

Details of Capgemini Digital Academy:

Government estimates suggest that India will need around 119 million skilled workforces by 2022. As many as 12 million workers enter the job market every year. In 2018, more than 18.6 million youth were unemployed in the country. One of the major reasons behind the current state of unemployment is believed to be the lack of future skills and aptitude that today's employers seek.

With digital literacy becoming essential for education, communication, livelihood, and government services, access to the internet is no longer a privilege or luxury. Those who do not have requisite digital skills or access to the internet are at an increasing risk of being left behind, widening the digital gap in society. There are 5.84 million internet subscribers in India, as per the TRAI January 2019 report, out of which 55.90% are urban users and 44.10% are from rural areas.

Why digital inclusion matters to Capgemini?

1. There is huge digital divide and discontinuity in society that is fundamentally affecting every sector, socially impacting all social categories
2. Those who suffer from social exclusion – due to a combination of social disadvantages such as poor skills, lack of access, age, and low income – are also likely to be excluded from the emerging digital society
3. Digital is an opportunity to address social exclusion in a positive way
4. Automation is destroying some existing jobs but also creating many new skilled jobs
5. Through the Digital Inclusion program, Capgemini commits to make digital an opportunity for all.

LEAP Digital Academies

The LEAP (Livelihood Education through Action against Poverty) Digital Academy is one of Capgemini's key pan-India Digital Inclusion programs aimed at providing employability skills.

The Digital Academies aim to train youth in the 18-25 years age bracket, who are school or college dropouts. To help them gain a foothold in the competitive job market, LEAP Digital Academies provide training in relevant skill sets in a supportive environment conducive to the learners' needs. The

program caters to youth who are constrained by financial crisis, inadequate skills, irregular employment, lack of training opportunities, and little to no bargaining power at an economic or social level.

At Capgemini's Digital Academies, the training programs focus on strategic specialization as per job market opportunities and business needs of the day, such as cybersecurity, web development, AI, etc. The modules are designed to prepare the candidates for the new skilled jobs by training them in .net, coding, data analytics, web development, Java, SQL, etc.

The aim is to identify and empower those most excluded in communities across geographies where Capgemini operates. Capgemini has partnered with NGOs, government organizations, and social entrepreneurs who share the same values and have the ground expertise to realize the dream of building an inclusive digital future.

2.2 Scope of Work

Scope of Digital Academy

This section provides details of the following:

1) Implementation
2) Model Development and need based customization
3) Implementation, Monitoring and Evaluation
4) Report Submission

1) Implementation: Please mention the process of each stage of implementation and salient features if any:
   - Preparation of operational plan and budget
   - Setup of the academy (Infrastructure, staffing etc.)
   - Mobilization
   - Volunteering opportunities
   - Live Projects
   - Training Methodology
   - Training Ideology
   - Technology driven Learning Management system
   - Assessments & Certification
   - Placements

2) Model Development and Need Based Customization:

Creating a skilling model with innovative strategies in the entire process of skilling from mobilization to placements of trainees. The courses should be high end IT course which will enable students to join as IT professionals in 1 tier IT organization. There is also scope of creating inclusive digital academy catering to the need of youth with disabilities.

3) Monitoring and Evaluation:
   The work will include but not limited to-
   - Preparation of Annual Report and Analytical Report
   - Participation as a resource entity in quality and capacity building training programs of the project
   - Audits
   - Awareness creation of and coordination with various stakeholders for project implementation and monitoring

- Periodic assessment of the implementation status
- Provide course correction measures, whenever necessary

4) Report Submission:
- Periodic reporting to the Capgemini CSR team
- Report writing and any other technical documentation

Pre-Qualification Criteria

3.3   Conditions under which this EoI is issued

- This EoI is not an offer and is issued with no commitment. Capgemini CSR reserves the right to withdraw the EoI and change or vary any part thereof at any stage. Capgemini CSR also reserves the right to disqualify any organization, should it be necessary, at any stage

- Capgemini CSR reserves the right to withdraw this EoI if Capgemini CSR determines that such action is in the best interest of the Company

- Short-listed organizations would be issued formal Request for Proposal inviting their detailed program information and budget requirement, as a subsequent step

- Timing and sequence of events resulting from this EoI shall ultimately be determined by Capgemini CSR

- No oral conversation or agreements with any official or employee of Capgemini shall affect or modify any terms of this EoI and any alleged oral agreement or arrangement made by an organization with any department, official or employee of Capgemini shall be superseded by the definitive agreement that results from this EoI process. Oral communications by Capgemini to organizations shall not be considered binding on Capgemini CSR, nor shall any written materials have provided by any person other than of Capgemini

- Neither the organization nor any of the organization's representatives shall have any claims whatsoever against Capgemini CSR or any of their respective officials or employees arising out of, or relating to this EoI or these procedures

- Applicants who are found to canvass, influence or attempt to influence in any manner the qualification or selection process, including without limitation, by offering bribes or other illegal gratification, shall be disqualified from the process at any stage

- Each applicant shall submit only one Pre-qualification requirements proposal

3.4   Rights to the content of the proposal

For all the proposals received on or before the last date of submission, the proposals and accompanying documentation of the Pre-Qualification proposal will become the property of Capgemini CSR and will not be returned after opening of the pre-qualification proposals. Capgemini CSR is not restricted in its rights to use or disclose any or all the information contained in the proposal and can do so without compensation to the organizations. Capgemini CSR shall not be bound by any language

in the proposal indicating the confidentiality of the proposal or any other restriction on its use or disclosure.

3.5   Acknowledgment of Understanding of Terms

By submitting a proposal, each organization shall be deemed to acknowledge that it has carefully read all sections of this EoI, including all forms, schedules and annexure hereto, and has fully informed itself as to all existing conditions and limitations.

3.6   Evaluation of Pre-Qualification Proposal

The organizations' Pre-Qualification Proposal in the concept note document will be evaluated as per the requirements specified in the EoI and adopting the pre-qualification criteria spelt out in this EoI. The organizations are required to submit all required documentation in support of the pre-qualification criteria specified (e.g. legal and financial documents, contact information for verification, profiles of project resources and all others) as required for evaluation.

3.7   Language of Proposals

The proposal and all correspondence and documents shall be written in English.

3.8   Pre-Qualification Criteria

The invitation for concept note is open to all entities registered in India and who fulfill specified prequalification criteria. These include but not limited to following criteria:

- Registered in India as a not for profit entity
- Registered for at least 3 years as on 15th July 2015
- Have financial audited statements for last 3 years
- The proposed project should be located within 50KMS radius of following cities; Bangalore, Chennai, Gurgaon, Hyderabad, Kolkata, Mumbai, Pune, Salem, Trichy and Bhubaneshwar.
- The organization should have experience of managing project to the tune of INR 50 lakhs and above project

3.9   Response Requirements

The Response to the Pre-Qualification Requirements shall be prepared in accordance with the requirements specified in this EoI and in the format prescribed in this document.

- Concept Note must be direct, concise, and complete. All information not directly relevant to this EoI should be omitted.

- The completed document should be submitted along with copies of references and other document as mentioned under attachment section of.

- Duly completed Declaration Form, budget sheet for proposed project should also be shared to email ID provided in section 1.2

- Capgemini CSR will not accept delivery of proposal in any manner other than that specified in this EoI. Proposal delivered in any other manner shall be treated as defective, invalid and rejected.

Annexure – Response Formats

Sr. No.	Document	Attachment
1	Capgemini Concept Note Format	Microsoft Word Document
2	Capgemini Declaration Form	Declaration form Template for CSR.doc

About Capgemini

A global leader in consulting, technology services and digital transformation, Capgemini is at the forefront of innovation to address the entire breadth of clients' opportunities in the evolving world of cloud, digital and platforms. Building on its strong 50-year heritage and deep industry-specific expertise, Capgemini enables organizations to realize their business ambitions through an array of services from strategy to operations. Capgemini is driven by the conviction that the business value of technology comes from and through people. It is a multicultural company of 200,000 team members in over 40 countries. The Group reported 2016 global revenues of EUR 12.5 billion.

Learn more about us at www.capgemini.com

People matter, results count.