

Request for Proposal (RFP)

Skill Gap Survey in Jamnagar and Devbhumi Dwarka, Gujarat

Issued by: InShakti Foundation

Date of Issue: 21st July 2025

Submission Deadline: 10th August 2025

Budget: UPTO INR 4,50,000 (Inclusive of all taxes)

1. Introduction to InShakti Foundation

InShakti Foundation is a not-for-profit organization established in 2014 with the mission to bridge the education-employment gap in India. We work extensively to empower youth and women through vocational training, soft skills development, and entrepreneurship education. With operations across states like Gujarat, Bihar, Rajasthan, Delhi, West Bengal, Jharkhand, and Haryana, we focus on creating sustainable livelihood pathways by equipping individuals with industry-relevant skills.

As part of our ongoing efforts we aim to expand placement-linked skill development programs in Jamnagar and Devbhumi Dwarka districts of Gujarat. To ensure our programs align with local needs and employment opportunities, we invite proposals from reputed agencies to conduct a Skill Gap Survey in these regions.

2. Objective of the Assignment

The key objective of this study is to:

- Identify high-medium potential sectors (organized and unorganized) in Jamnagar and Devbhumi Dwarka with a demand for entry-level skilled manpower.
- Understand current skill gaps among the youth and workforce.
- Map employer expectations, preferred educational qualifications and skills, job roles, and salary benchmarks.
- Assess gender-specific trends in employment opportunities, training needs, and workforce participation.
- Explore aspirations of youth (both male and female) including preference for higher education, job roles, and locations.
- Evaluate parents' attitudes towards job placement, migration, and training for their children, specially females.
- Identify upskilling opportunities for currently employed individuals to enhance income levels.
- Recommend suitable training programs along with a list of potential recruiters/employers from key sectors.

3. Scope of Work

The selected agency will:

- Design and implement a detailed primary and secondary data collection methodology, ensuring gender-disaggregated data.
- Conduct field-level surveys, focus group discussions, and key stakeholder interviews with:
 - Youth (school/college pass-outs, unemployed, employed)
 - Parents/guardians
 - Employers (both organized and unorganized)
 - Training providers, government bodies, panchayat representatives
- Analyze regional economic trends and upcoming sectoral opportunities.
- Prepare a comprehensive report outlining:
 - Sectoral demand analysis
 - Youth aspirations and gaps
 - Gender-wise employment trends
 - Parents' perceptions
 - Upskilling opportunities
 - Recommended training courses and skill sets
 - List of local/regional employers willing to recruit
- Submit a final report with actionable recommendations for InShakti to design placement-linked training programs.

4. Role of InShakti Foundation

InShakti Foundation will:

- Facilitate on-ground access to youth, parents, local institutions, and community stakeholders.
- Provide necessary introductions and logistical support during fieldwork.
- Review and approve survey tools and interim findings.
- Support dissemination of findings and action planning.

5. Deliverables

Deliverable	Timeline
Inception Report with Methodology and Questionnaire	Within 1 week of signing
Field Survey and Data Collection	Within 4 weeks
Draft Report Submission	Week 6
Final Report with Recommendations	Week 8

6. Budget and Payment Terms

- Total Budget: Upto INR 4,50,000 (all-inclusive)
- Payment Milestones:
 - 30% on signing of contract
 - 40% on submission of draft report
 - 30% on submission and approval of final report

7. Eligibility Criteria

The agency must:

- Be a registered consulting firm or research agency with a minimum of 10 years' experience in conducting skill gap or labour market studies.
- Preferably have worked with state/national government bodies, CSR organizations, or leading NGOs.
- Have demonstrated capacity to conduct primary research in rural and semi-urban areas.
- Submit proof of similar assignments and at least two client references alongwith sample reports.

8. Proposal Submission Requirements

Interested agencies must submit:

1. Technical Proposal including:
 - Understanding of the assignment
 - Proposed methodology and work plan
 - Team composition and profiles
 - Past relevant experience (attach 2 reports)
2. Financial Proposal (in INR, inclusive of all costs and taxes)
3. Company Profile and legal registration documents

9. Submission Deadline and Contact

Proposals should be sent via email to: The Director

Email: info@inshaktifoundation.org

Subject Line: Proposal for Skill Gap Survey – Jamnagar & Devbhumi Dwarka

Deadline: 30th July 2025

For queries, contact: 7428744458

10. Selection Criteria

Proposals will be evaluated based on:

Criteria	Weightage
Relevant Experience and Past Work	30%
Methodology and Approach	30%
Team Qualification	20%
Financial Proposal	20%

11. Terms and Conditions

- InShakti Foundation reserves the right to reject any or all proposals without assigning any reason.
- The decision of InShakti Foundation will be final and binding.
- The agency must maintain data confidentiality at all stages of the assignment.