

## INDUSTREE FOUNDATION

### REQUEST FOR QUOTATION (RFQ)

DATE: 11 January 2021

Dear Sir / Madam: We kindly request you to submit your quotation for Content Development, Digitization, and creating tools for the training among project beneficiaries as detailed in this RFQ.

When preparing your quotation, please be guided by the form attached hereto as Annex 2. Quotations may be submitted on or before 20/02/2021(20<sup>th</sup> of February 2021), 18:00hrs (Indian Standard Time) through on-line submission to the following email id [jyotsna.raju@industree.org.in](mailto: jyotsna.raju@industree.org.in) by following the instruction below

1. The time zone indicated in the system is Indian Standard Time (GMT+5:30 hrs.) Date and time will be final and prevail over any other closing time indicated elsewhere, in case they are different. The system will not accept any proposal after that time. It is the responsibility of the proposers to make sure proposals are submitted within this deadline.
2. Try to submit your quotations a day prior or well before the closing time. Do not wait until the last minute. If you face a technical issue(s) when submitting your proposal, please contact [ashok@industree.org.in](mailto: ashok@industree.org.in).
3. Quotations shall be submitted in English only, duly signed and stamped, and shall be marked with the note "RFQ –DD/ref nu/ "Title of RFQ"
4. The quotation price quoted need to be valid for 90 days
5. The currency of quotation needs to be in Indian Rupees and the quotation must be exclusive applicable taxes. The quotation should separately refer to the taxes applicable.
6. In case of capital purchases after-sales services required are a) warranty on Parts and Labor for a minimum period of 1-year b) Provision of after-sales Service for 2 years c) Installation and adjustment of the goods d) Instruction on Operation and Maintenance for beneficiaries e) Technical Support Maximum 24 hours for urgent repair actions
7. All documentation, including catalogs, instructions, and operating manuals, shall be in English. Any documents in regional languages need to be accompanied with a true copy translation to English
  - a) Company profile (short info up to 1 page);
  - b) Copy of Company's Registration Certificate;
  - c) Detailed technical description of the offered goods: brochures, technical data sheet, and specifications;
  - d) Quality document for the offered equipment (quality certificate/conformity certificate/mark CE/other credentials);
  - e) Full reference list demonstrating previous experience in delivering similar goods (List of similar projects in the last 2 years and a list of clients for a reference check (contact details and email addresses to be provided for reference check))
  - f) Contact Person for Inquiries (Written inquiries only) Project Manager Soya Thomas; [soya.thomas@industree.org.in](mailto: soya.thomas@industree.org.in)
8. This RFQ is posted on <https://industree.org.in/> and may be amended. It is the responsibility of the applicant to regularly check the website to ensure they have the latest information pertaining to this notice of RFQ. INDUSTREE bears no responsibility for data errors resulting from transmission or conversion process.

SECTION 1	DETAILS OF PROCUREMENT AGENCY
NAME	INDUSTREE CRAFTS FOUNDATION
REQUEST FOR QUOTATIONS TITLE	Content Development, Digitization, and creating tools for the training among project beneficiaries
OVERALL PROJECT SUMMARY	<p>Industree Foundation with support from USAID (WGDP) has initiated the Producer-Owned Women Enterprises (POWER) project which focuses on increasing economic opportunities for women from marginalized communities. Project aims to create 28 women-owned enterprises that will connect 6,800 women producers to commercial supply chains in natural and biodegradable products such as leaf plates, baskets, mats and bags from tree leaves, bamboo, banana bark and other natural fibers. The states selected for the implementation of the POWER projects are Tamil Nadu, Karnataka, Andhra Pradesh, Odisha and Maharashtra.</p>
COMPANY DESCRIPTION	<p>Established in 2000, Industree Foundation holistically tackles the root causes of poverty by creating an ownership-based, organized creative manufacturing ecosystem for micro-entrepreneurs. Industree works with a vision to co-create an ecosystem with farmers, artisans, and stakeholders, creating a new way of building sustainable enterprises and work culture. Its mission is to work towards economically and socially empowering women from both agriculture and non-agriculture occupations. This is done by enabling them to equitably engage with global and local markets through producer-owned enterprises, thus becoming wealth creators for themselves, creating resilience to life crises, and helping society meet its sustainable development goals. Our approach has tripled the incomes of artisans in non-farm occupations by leveraging their artisanal skills and integrating them into the creative industries sector, reaching women artisans across India and Africa.</p> <p>Industree aspires to impact producers across agriculture and non-agriculture value chains. It seeks to give producers access to formal work in businesses that they collectively own, providing a stable and dignified alternative to the precarious informal sector. The foundation has implemented projects in Karnataka, Tamil Nadu, Odisha, Rajasthan, Andhra Pradesh in India and Bahir Dar in Ethiopia, in partnership with organizations like UNDP, British Asian Trust, Social Venture Partners, National Skills Development Corporation, Odisha Forest Sector Development Project, The Freedom Fund, Tata Trusts, Welspun, Standard Chartered, Mastercard Centre for Inclusive Growth, International Trade Centre, USAID and HSBC-Impact Foundation.</p> <p>Apart from this Industree has incubated and accelerated two profitable and globally compliant producer-owned enterprises Greenkraft and Ektha Apparel, which have generated USD 10M+ in combined cumulative revenue and has made inroads with both national and global brands through the two producer companies it has incubated for market connect.</p>
PROJECT LEAD & TITLE	Soya Thomas, Manager- Gender and Social Empowerment
PHONE & EMAIL ID	<a href="mailto:soya.thomas@industree.org.in">soya.thomas@industree.org.in</a>
DATE OF RFQ ISSUE	11 <sup>th</sup> February 2021

SUBMISSION DEADLINE	20 <sup>th</sup> of February 2021, 18:00hrs (Indian Standard Time)																																																				
<b>SECTION 2</b>	<b>RFQ DOCUMENTS</b>																																																				
PROJECT in BRIEF	<p>Industree foundation is seeking quotations to <b>develop content for gender curriculum and self-explanatory digital and non-digital tools</b> of the same, for different training/initiatives among project beneficiaries. These curriculums and tools will be used to give Gender Sensitization to the indirect beneficiaries<sup>1</sup> of the project, and train the Resource Pool members<sup>2</sup> selected at the unit level.</p> <p>The proposal should reflect past experience in:</p> <ol style="list-style-type: none"> <li>I. Developing gender curriculum, conducting gender sensitization workshops/training at national and international levels.</li> <li>II. Developing the tools and methods which supports both offline and online learnings.</li> <li>III. Standardizing digital tools whilst also reflecting adaptability in different contexts and languages</li> <li>IV. Understanding of the gender dynamic in Indian context</li> <li>V. Working with public and private sectors.</li> </ol> <p><sup>1</sup>Family members of women producers are considered as the indirect beneficiaries.  <sup>2</sup>Resource pool members are the selected women producers from the unit who will lead and support the gender training and they will be the mentors at the unit level.</p>																																																				
Details of the project	<p>The required deliverables of the project are listed below:</p> <ol style="list-style-type: none"> <li>1. <b>Develop content</b> for gender curriculum, <b>digital, and non-digital tool</b> to sensitize and train the identified project beneficiaries and resource pool members.</li> </ol> <table border="1" data-bbox="486 1115 1449 2116"> <thead> <tr> <th data-bbox="486 1115 639 1193">Sr. No</th> <th data-bbox="639 1115 1066 1193">Module</th> <th data-bbox="1066 1115 1225 1193">Tool</th> <th data-bbox="1225 1115 1449 1193">Number of tools</th> </tr> </thead> <tbody> <tr> <td colspan="4" data-bbox="486 1193 1449 1238" style="text-align: center;"><b>Content and digital, non-digital tools for Indirect Beneficiaries of project</b></td> </tr> <tr> <td data-bbox="486 1238 639 1480"><u>01</u></td> <td data-bbox="639 1238 1066 1480">Basic Gender Sensitization: I. Gender and Self-Perceptions, attitudes, Stereotypes, Gender Roles II. Sex Vs Gender- Concept III. Social Construction of Gender – Institution and Process</td> <td data-bbox="1066 1238 1225 1480">Pictorial Pictorial Video</td> <td data-bbox="1225 1238 1449 1480">1 each</td> </tr> <tr> <td data-bbox="486 1480 639 1541"><u>02</u></td> <td data-bbox="639 1480 1066 1541">Customs and Practice</td> <td data-bbox="1066 1480 1225 1541">Animation</td> <td data-bbox="1225 1480 1449 1541"></td> </tr> <tr> <td data-bbox="486 1541 639 1608"><u>03</u></td> <td data-bbox="639 1541 1066 1608">Reproductive Health and Menstruation Hygiene</td> <td data-bbox="1066 1541 1225 1608">Pictorial</td> <td data-bbox="1225 1541 1449 1608">1</td> </tr> <tr> <td data-bbox="486 1608 639 1675"><u>04</u></td> <td data-bbox="639 1608 1066 1675">Gender Based Violence</td> <td data-bbox="1066 1608 1225 1675">Video</td> <td data-bbox="1225 1608 1449 1675">1</td> </tr> <tr> <td data-bbox="486 1675 639 1787"><u>05</u></td> <td data-bbox="639 1675 1066 1787">Basic Awareness of laws and orders: I. Domestic Violence Act and Dowery Act II. POCSO and Child Labor</td> <td data-bbox="1066 1675 1225 1787">Video and Pictorials</td> <td data-bbox="1225 1675 1449 1787">1</td> </tr> <tr> <td colspan="4" data-bbox="486 1787 1449 1832" style="text-align: center;"><b>Content and digital, non-digital tools for Resource Pool Members</b></td> </tr> <tr> <td data-bbox="486 1832 639 1888"><u>06</u></td> <td data-bbox="639 1832 1066 1888">Gender Division of Labour</td> <td data-bbox="1066 1832 1225 1888">Pictorial</td> <td data-bbox="1225 1832 1449 1888">1</td> </tr> <tr> <td data-bbox="486 1888 639 1955"><u>07</u></td> <td data-bbox="639 1888 1066 1955">Strategic and Practical Gender Need</td> <td data-bbox="1066 1888 1225 1955">Video</td> <td data-bbox="1225 1888 1449 1955">1</td> </tr> <tr> <td data-bbox="486 1955 639 2000"><u>08</u></td> <td data-bbox="639 1955 1066 2000">Access, and Control over Resources</td> <td data-bbox="1066 1955 1225 2000">Animation</td> <td data-bbox="1225 1955 1449 2000">1</td> </tr> <tr> <td data-bbox="486 2000 639 2045"><u>09</u></td> <td data-bbox="639 2000 1066 2045">Women Empowerment-Level and Indicators</td> <td data-bbox="1066 2000 1225 2045">Video</td> <td data-bbox="1225 2000 1449 2045">1</td> </tr> <tr> <td data-bbox="486 2045 639 2112"><u>10</u></td> <td data-bbox="639 2045 1066 2112">Gender Equality Vs Gender Equity</td> <td data-bbox="1066 2045 1225 2112">Animation</td> <td data-bbox="1225 2045 1449 2112">1</td> </tr> </tbody> </table>	Sr. No	Module	Tool	Number of tools	<b>Content and digital, non-digital tools for Indirect Beneficiaries of project</b>				<u>01</u>	Basic Gender Sensitization: I. Gender and Self-Perceptions, attitudes, Stereotypes, Gender Roles II. Sex Vs Gender- Concept III. Social Construction of Gender – Institution and Process	Pictorial Pictorial Video	1 each	<u>02</u>	Customs and Practice	Animation		<u>03</u>	Reproductive Health and Menstruation Hygiene	Pictorial	1	<u>04</u>	Gender Based Violence	Video	1	<u>05</u>	Basic Awareness of laws and orders: I. Domestic Violence Act and Dowery Act II. POCSO and Child Labor	Video and Pictorials	1	<b>Content and digital, non-digital tools for Resource Pool Members</b>				<u>06</u>	Gender Division of Labour	Pictorial	1	<u>07</u>	Strategic and Practical Gender Need	Video	1	<u>08</u>	Access, and Control over Resources	Animation	1	<u>09</u>	Women Empowerment-Level and Indicators	Video	1	<u>10</u>	Gender Equality Vs Gender Equity	Animation	1
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	11)	Gender, Communication, and Leadership	Video and Animation	1 each
	12)	Gender Sensitive Counselling Methods	Video	1
	13)	Hand Book to use digital, non-digital tools to facilitate the session		1
	<p>The service provider should deliver written content for curriculum and digital tools for each topic to communicate the same to the target audience. These digital tools should be in English, Tamil, Odiya/ Kui, and Kannada language.</p> <p>Pictorial can be cartoons, posters, pictures, illustrated leaflets.</p>			
DELIVERY REQUIREMENTS	Project needs to be delivered before 1 <sup>st</sup> July 2021			
QUALITY ASSURANCE REQUIREMENT	<ul style="list-style-type: none"> <li>Both digital and non-digital tools should be self-explanatory</li> <li>The developed tools should be easy to understand by the beneficiaries irrespective of their socio-economic background</li> </ul>			
PRIOR EXPERIENCE REQUIREMENT	<ul style="list-style-type: none"> <li>At least 15 - 20 years and having done multiple trainings</li> </ul>			
<b>SELECTION CRITERIA</b>				
TECHNICAL WEIGHTAGE	70%			
FINANCIAL WEIGHTAGE	30%			
TERMS AND CONDITIONS	The internal selection process is final			
LEGAL REQUIREMENTS	For-profits, non-profits registered and functioning for 3 years minimum			
ASSUMPTIONS AND CONSTRAINTS	<ul style="list-style-type: none"> <li>Tools need to be delivered in multiple identified languages</li> </ul>			
PENALTIES AND INCENTIVES	Any delays other than force majeure might result in modification/ cancellation			
<b>VENDOR RESPONSE</b>				
COMPANY NAME				
RFQ TITLE				
RFQ ID				
PROJECT LEAD & TITLE				
PHONE & EMAIL				
DATE SUBMITTED				
PROPOSED START DATE				
PROPOSED COMPLETION DATE				
<b>PROJECT MANAGEMENT</b>				
QUALITY ASSURANCE PROCESS IF ANY				
PRIOR EXPERIENCE IN COMPLETION OF SIMILAR PROJECTS				
CERTIFICATIONS/ AFFILIATIONS IF ANY				
PROFILE OF KEY PEOPLE UNDERTAKING THE PROJECT				
DELIVERABLES PLAN				
<b>PRICING TEMPLATE</b>				
PRICE PER UNIT (EXCL TAXES)				
TOTAL COST OF PROJECT (EXCL TAXES)				
PRICING DETAILS IF ANY				
FEES, CHARGES & DISBURSEMENT				
SUBCONTRACTORS				
SECURITY REQUIREMENTS IF ANY				
PAYMENTS SCHEDULES				
APPLICABLE TAXES				