

Invitation for Expression of Interest (EOI)

AA:PSG:EAP:PEACE

Dated 06/10/2018

As a part of our Employee Assistance Programme, **PEACE** (Positive Emotional Alignment through Counselling Experience), BHEL is desirous to engage a service provider for extending professional counselling assistance to needful employees from amongst a group of around 5000 employees posted in Delhi/NCR and Bengaluru initially for six months on pilot basis. Going forward these services shall become applicable to all of our 36000 employees at multiple locations.

PEACE is envisaged to address specific employee related issues related to Alignment, Mindset and Behaviour through multitude of methods.

The service provider shall be required to ensure professional counselling assistance through 24/7 availability of counsellors, On-line counselling, Telephonic counselling using a toll free line/emergency helpline number and Face to face counselling etc. The services shall cover employees and their dependent family members also.

During the period of engagement, the service provider shall also provide 3 days training to around 60 no. of qualified, inclined and willing BHEL officials in two batches to enable them to handle such of the employees, who require counselling assistance.

The Service provider should possess the following credentials:

Minimum 5 years experience of providing employee counselling services in any PSU/ Pvt organization

A pool of minimum 25 professionally qualified (PG in Counselling/ Social Work/ Psychology) on the rolls of their company each with minimum 5 years of post qualification experience in counselling.

The process shall be carried out by the service provider only and shall not be outsourced to a third party.

Interested service providers are required to submit the EOI by 1700 hrs on 22nd October 2018 in the duly signed hard copy as per the format available on our website www.bhel.com. The EOI with supporting documents shall be submitted/ sent to SDGM (People Strategy), BHEL, Corporate Office, BHEL House, Siri Fort New Delhi 110049.

Format for Expression of Interest

1. Organization Details

Name of the organization	
Type of Organization (Pvt/ Public /Partnership, etc.)	
Date of Incorporation	
Address of Corporate / Head / Registered Office	
Address of offices in i) Delhi/NCR Delhi ii) other state/UT's	
Phone Number of Registered office	
Website	
No. of counsellors on the regular rolls with PG in Counselling/ Social Work/ Psychology with more than 5 years of post qualification experience in counselling. Please attach a list of counsellors on the rolls with qualification details	

2. Contact Person for the Applicant

Name		Designation
Address		Email
Telephone	Office:	Mobile No.

3 Technical credentials of the applicant

Experience of Employee Assistance Programme / Professional Counselling during last 5 years							
Sl. No.	Name of the Project	Name of the Customer	Nature & Scope of work	Duration of Contract		Contract price / Order value (Rs. In lakh)	Remarks
				Start date	Completion date		
1							
2							
3							
4							
5							

4 Financial credentials of the applicant

Financial Year	Annual Turnover (Rs. Crores)	Net Profit (Rs. Crores)	Annual Turnover from Counselling Activity (Rs. Crores)
2013-14			
2014-15			
2015-16			
2016-17			
2017-18			

5 Propose Solution

Particulars	Provide responses in not more than 200 words
How do you propose to provide professional counselling to our employees? Do you have anything specific in mind regarding BHEL?	
What do you consider as your USP for this project?	

I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief. In case any of the above information is found to be false, I am aware that I may be held liable for it.

Place:

Name & Signature:

Date:

Company Seal

Designation:

* use additional sheets if required