

Overseas Manpower Corporation Limited
(Government of Tamil Nadu Undertaking)

Chennai

Consultant /Consultant Agencies for Sourcing Suitable Vacancies from Overseas Nations

Qualified and interested Consultant/Consultant Agencies are requested to send their Expression of Interest (EOI) to the Chairman and Managing Director, Overseas Manpower Corporation Ltd, A Government of Tamil Nadu Undertaking, 42 Alandur Road, Thiru Vi Ka Industrial Estate, Guindy, Chennai 600 032.

The EOI should be sent in the envelop duly indicating as "**EOI FOR THE APPOINTMENT OF CONSULTANTS/CONSULTANT AGENCIES**" specified by Registered Post/ Speed Post/Courier.

Preference will be given to the Consultant/Consultant Agencies who have sound knowledge and experience in connection with sourcing of manpower orders from Overseas nations.

The management of OMCL reserves the right to reject any or all EOIs received in response to this invitations and its decision in this regard shall be final and binding.

Sd/xxx

Administrative officer

Overseas Manpower Corporation limited

Overseas Manpower Corporation Limited

1. Terms and Conditions:

Period of Engagement:

- a) The selected Consultants/Consultant Agencies will be appointed initially for a period of one year, based on the performance, the tenure will be extended for a further period of one year.
- b) If the selected Consultants/Consultant Agencies performance is not upto the expected level, their appointments will be cancelled without any prior intimation.

Duties and Responsibilities of the Consultant/Consultant Agencies to be appointed for OMCL.

1. Identification of Potential Foreign Employers under various categories such as Construction, Oil and Gas, Medical related categories (Staff Nurse, Doctors) and Hospital field, Banking sectors, Engineering, Computer field (IT), Restuarant and Blue collar categories like (Electrician, Fitter, Welder, CNC Operator, CNC Programmer, Machine Operator, Store keeper, Domestic workers and Drivers.)
2. The vacancies sourced from the Foreign Employers shall be forwarded to OMCL.
3. After identification of the Foreign Employer, the Foreign Employer shall provide - Power of Attorney and Demand Letter in the name of Overseas Manpower Corporation Limited generated in the emigrate portal :www.emigrate.gov.in for genuineness purpose. (RA ID -308 to raise the demand in the emigrate portal)
4. The OMCL will provide eligible candidates in accordance to the vacancies procured by the Consultants/Consulting Agencies.
5. It is desirable to follow the rules and regulations of Indian Emigration Act, 1983 and existing Labour Laws of the Foreign

nations in connection with the placement by the Consultant/Consultant Agencies.

6. The expenses towards facilitation of airticket for the foreign delegates/HR persons are borne by the Foreign Employer during their visit to India for conducting interview.

Selection Criteria for the Appointment of Consultant/Consultant Agencies:

1. Maximum Age limit – up to 65 Years.
2. Strong willingness to identify potential foreign employer/recruiters.
3. Related Experience in sourcing ability to mobilize Foreign Employers.
4. Present status and credit worthiness
5. Past experience of the Consultant /Consultant Agencies with reference to the recruitment to Overseas nations.

Submission of Application

Interested consultants/Consultant Agencies may submit their proposal, as per Annexure – I & II to the Managing Director, Overseas Manpower Corporation Ltd, A Government of Tamil Nadu Undertaking, 42, Alandur Road, Thiru VI KA Industrial Estate, Guindy, Chennai 600 032.

Payment Fees:

1. An amount of Rs.5000/- (Rupees Five Thousand only) towards Consultant Fee (inclusive of all applicable taxes) will be given to Consultant /Consulting Agencies for each candidate successfully deployed to Overseas nations.
2. The Consultant/Consultant Agencies are strictly prohibited not to collect any fees/charges from the candidates in connection with the deployment either prior to the deployment or after arrival in the destination country.

11. Other Conditions:

The Chairman and Managing Director of OMCL, reserves the right to reject any or all the proposal submitted in response to the EOI without assigning

any reason. The proposals can be sent by email/ Registered post/Courier or in person to reach the OMCLOffice in time.

Overseas Manpower Corporation Limited

Annexure-1

**PROFORMA FOR SUBMISSION OF EXPRESSION OF INTEREST (EOI) FOR
EMPANELMENT OF CONSULTANT/CONSULTANT AGENCIES FOR OVERSEAS
RECRUITMENT PROCESS**

S. No.	Particulars	Particulars to be furnished by Consultant/Consultant Agency
1	Name of the Consultant/Consultant Agency (Please attach photo ID). If it a firm, Name and Registration No. etc.	
2.	Nationality	
3.	Age	
4.	Gender	
5	Qualification	
6	Civil ID or equivalent ID No.	
7	Present Contact details of the Consultant/Consultant Agency, Phone No/Mobile No./Email ID	
8	Present address Proof (Please attach copy of aadhar Card/Passport/Driving License	
9	Permanent Address	
10	Status and Credit worthiness of the Consultant/Consultant Agency with supporting document	
11	Previous Experience in the field of overseas recruitment with supporting documents	
12	What are your proposal/strategies to identify potential foreign employer (mention briefly)	
13	What categories of employees are expected to be recruited	

Place:

Date:

Signature of the Consultant

Overseas Manpower Corporation Limited

Annexure – II

I/We _____ residing/functioning at _____

_____ certify that I/We have gone through the contents of OMCL Website release and related documents of this EOI and fulfilled all the eligible criteria of the EOI . All the relevant documents are enclosed with my/our EOI. The details and contents of my/our EOI are authenticated and based on actual work carried out by me/us.

I/We have understood that in case it is found that my/our candidature is not fulfilling any of the laid down criteria or relevant details or supporting documents are not found to be enclosed, I/We will not be given any opportunity for any clarification and my/our EOI will be evaluated based on available documents of my/our EOI.

Signature of the Consultant/Consultant Agencies

(with seal)

Place

Date: