

**Overseas Placement of Youth from Haryana
Expression of Interest (EOI)**

For Foreign Employers and Recruiting Agents to collaborate with HKRNL in selecting candidates from Haryana for overseas placement/ employment opportunities.

**Haryana Kaushal Rozgar Nigam Ltd. (HKRNL)
Skill Development and Industrial Training Department, Haryana,
Kaushal Bhawan, Plot No. IP-2, Sector 3, Urban Estate, Panchkula, Haryana - 134114**

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1. Invitation for Expression of Interest (EOI)

Haryana Kaushal Rozgar Nigam Ltd. (HKRNL) invites EOIs from Employers/ Organizations/ Firms/ Companies having presence in foreign nations and Recruiting Agents registered with Ministry of External Affairs to collaborate with HKRNL in selecting candidates from Haryana for various career streams for overseas placements or employment opportunities available overseas.

The project information and the broad scope of work are detailed in this document. Interested Foreign Employers (FE) and Recruiting Agents may get empaneled by filing few details on the HKRN Portal. [Link](#)

For any further queries and clarifications, the agencies may contact the helpline through the following:

Phone: +91-172- 5001144

E-mail id: cs.hkrn.hry@gmail.com

2. Introduction

Haryana Kaushal Rozgar Nigam Limited was established under the Companies Act, 2013 on 13.10.2021. Haryana Kaushal Rozgar Nigam Limited (HKRNL) an initiative by the Hon'ble Chief Minister of Haryana aims at providing a permanent solution for exploitation of contractual employees by private contractors by focusing on employment opportunities in Government departments, boards, Corporations, Statutory entities and other organizations owned and controlled by the state government in a robust and transparent manner of deployment and management of manpower using IT platform. Additionally, HKRNL is working towards harnessing the full potential of youth from Haryana and therefore intend to place suitable candidates for employment opportunities available in foreign nations. For the purpose, HKRNL has registered themselves as a Recruiting Agent (RA) under the Ministry of External Affairs (MEA), Government of India. Hence, HKRNL aims to ensure transparency and trust in the recruitment process, thereby reducing unemployment and creating credible overseas employment opportunities for the youth of Haryana.

This Expression of Interest (EOI) aims to identify and empanel competent Foreign Employers (FE) and Recruiting Agents (RA) that can conceptualize, plan, and execute overseas placement process efficiently while maintaining the highest standards of service and professionalism. Through this EOI, HKRNL seeks to build a long-term partnership with agencies that have the expertise and proven track record in overseas placement. The selection will be based on technical competence, financial capability, and past experience in handling similar assignments.

3. Scope of Work

The scope of work for the Foreign Employers (FE) includes, but is not limited to:

- a. Sharing overseas employment opportunities with HKRNL.
- b. Supporting in the recruitment process by screening, and shortlisting candidates from Haryana.
- c. Ensuring compliance with all legal and regulatory requirements for overseas employment.

The scope of work for the Recruiting Agents (RAs) includes, but is not limited to:

- d. Identifying and sharing overseas employment opportunities with HKRNL.
- e. Ensuring compliance with all legal and regulatory requirements for overseas employment.
- f. Coordinating with employers abroad to facilitate the placement of selected candidates.
- g. Support in Providing pre-departure orientation and training to candidates to prepare them for overseas employment.
- h. Offering post-placement support to ensure the well-being and integration of candidates in their new work environment.

4. Eligibility Criteria

S.No.	Eligibility Criteria for FEs	Eligibility Criteria for RAs	Supporting Documents
1	The Applicant must be a registered with the Protector of Emigrants, Ministry of External Affairs at the time of raising manpower requirement. Registration not compulsory at the time of Empanelment	The Applicant must be a registered under the Ministry of External Affairs (MEA), Government of India as Recruiting Agent	Registration details
2	The applicant should furnish an undertaking to the effect that the organization has not been blacklisted in India or in any foreign nation by any Govt. authority/State Govt / Central Govt / Govt Organization / State PSUs / PSUs	The applicant should furnish an undertaking to the effect that the firm has not been blacklisted in India by any Govt. authority/State Govt / Central Govt / Govt Organization / State PSUs / PSUs	Letter of undertaking by Head of the firm / Power of Attorney holder (AS PER Annexure 1)

5. Dispute Resolution

In case the dispute cannot be resolved by amicable settlement then the matter will be resolved as per the Arbitration and Conciliation Act, 1996.

The applicant is expected to examine all, instructions, forms, terms and conditions in the application documents. Failure to furnish all information required as per the application documents or submission of a bid not substantially responsive to the application documents in every respect will be at the applicant's risk and shall result in rejection of the offer. Confirm acceptance of all terms and conditions without any reservation.

Conditional offers are liable for rejection.

6. General Instructions for the participants

- a. To apply visit : <https://enterprises.hkrnl.itiharyana.gov.in/overseas>
- b. Participants of the EOI should read and understand the entire EOI and submit the required information as per Annexure - I through HKRNL portal.
- c. The FE and RA shall be required to abide by all applicable rules and regulations applicable on them from time to time.
- d. This EOI is not an offer and is issued with no commitment.
- e. HKRNL also reserves the right to disqualify any participant, should it be so necessary at any stage.
- f. All submitted documents must be valid, accurate, and duly signed. Any false or misleading information will lead to disqualification.

7. ANNEXURE - I - to be filled online at
<https://enterprises.hkrnl.itiharyana.gov.in/overseas>

S.No.	Particulars	Description
1.	Name of Foreign Employer (FE) / Recruiting Agent (RA)	
2.	Registration details with MEA	
3.	Company Registration No.	
4.	Name and Designation of Key Management Person(s) along with contact details	Authorization letter from Director/Owner
5.	Date & Year of establishment of organization	
6.	Address of head office and branch offices	
7.	Area of Business of Company	
8.	In case of current requirement of manpower please provide the following details: Job role: Educational qualification required: Experience required: Country: Salary: No. of manpower required:	
9.	Any other important information about the organization (attach separate sheet(s), if necessary)	
10.	Affidavit (as at Annexure II)	

8. ANNEXURE - II

UNDERTAKING

(On the Letter Head of the Firm)

- 1 I /We hereby certify that in the last three years, the organization has not been expelled from any project or contract or have had any contract terminated for breach on our part.
- 2 I /We certify that the organization has not been banned/ suspended /blacklisted by Government of Government of India/ any State Government/ Govt. agency, Supreme Court/ High Court or any lower Court within last three years.

Signature (s) & Seal