

File No. W-11042/7/2008-CRSP
Government of India
Ministry of Rural Development
Department of Drinking Water Supply

NOTICE INVITING EXPRESSION OF INTEREST

**Enquiry for Expression of Interest (EoI) for conducting evaluation
and impact assessment study of Total Sanitation Campaign, including Nirmal Gram
Puraskar in the Country**

Department of Drinking Water Supply (DDWS), Ministry of Rural Development, Government of India intends to engage nationally/internationally reputed consultancy organizations and research institutes, Socio Economic research institutes having sound technical and financial capabilities to conduct an evaluation study and prepare an evaluation and impact assessment report of Total Sanitation Campaign (TSC), including Nirmal Gram Puraskar (NGP) in the Country. The study should be completed within four months of the award of work.

The tender methodology proposal to be adopted will be in two stages comprising Expression of Interest in the first stage. Only shortlisted applicants will be asked to submit proposals for the second stage of tendering process that will comprise inviting techno-commercial bids.

2. SCOPE OF WORKS:

- (a) A critical performance/ appraisal of Total Sanitation Campaign since 2003, as this was the time the NGP was introduced in TSC. Also, an evaluation of CRSP had already been done by Agriculture Finance Commission Ltd in 2004, for works prior to 2004. Taking 2003 as the base year for this study would maintain continuity.
- (b) To evaluate the impact of all components of the TSC and resultant institutional mechanisms at the State, District and village level. Identify the positive aspects as well as the bottlenecks/hurdles in the implementation of the Scheme, if any, and suggestions for removal thereof.
- (c) To assess the extent of coverage and use of the facilities provided under the Scheme, especially the status of sanitation facilities in schools and anganwadis, and community complexes.
- (d) To assess the impact of NGP on the progress of TSC
- (e) whether the principles of NGP have been fully maintained in the awarded PRIs by examining a sample of awardee PRIs
- (f) How the NGP award has influenced other sanitation related activities and overall social development in the awardee PRIs.

- (g) Identify issues leading to sustainability and suggest measures to upscale and strengthen them.

3. PRE-QUALIFICATION:

The bidder shall provide documentary evidence on the following:-

- (i) Of having executed similar jobs.
- (ii) Of financial viability to execute the job.
- (iii) Of sound Infrastructure facilities.
- (iv) Of details of consultants / faculty members and availability of technical manpower.

4. Submission of Expression of Interest:

Reputed consultancy organizations and research institutions with adequate and specific expertise in conducting such studies are invited to submit Expression of Interest for selection to Shri S.K. Verma, Under Secretary, CRSP Section, Department of Drinking Water Supply, Room No. 625, 6th Floor, Block 11, CGO Complex, Lodi Road, New Delhi – 110003, within 15 days from date of publication of advertisement in newspapers in a sealed cover superscribing “Expression of Interest (EoI) for conducting evaluation and impact assessment study of Total Sanitation Campaign, including Nirmal Gram Puraskar in the Country”. DDWS reserves the sole right to accept or reject any or all Expressions of Interest without assigning any reasons.

Together with the Expression of Interest, the following details are to be sent:-

- Full particulars of the Constitution, ownership, organizational structure and main activities of the prospective consultant, including details of full time professionals.
- Unabridged annual reports or audited financial accounts for the last three years.
- Names and short CVs of the full time & part time researchers proposed to be involved in the work (the CVs would need to be backed by written commitment of the persons of availability of his service.)
- Details of major assignments undertaken of a similar nature, during the last five years.

The EOI should be valid for 180 days from the date of opening of the EOI. All applications shall be in English. Information in any other language must be accompanied by a translation in English. The applicant will not be allowed to submit any supplementary information after the date of opening of the EOI. Any clarifications sought by DDWS subsequent to the date of opening of the EOI will be replied to only in respect to the queries raised therein. DDWS shall not be responsible for the non-receipt / non – delivery of the EOI due to any reasons whatsoever.

Prescribed format for application is at Annexure-I.

5. Eligibility:

Reputed consultancy organizations/research institutions having an experience of at least 5 years in conducting such studies and a minimum annual turnover of at least Rs. Seventy Five Lakh during the last three years will be eligible. Having sector specific experience and in-house capability to manage the study, will be an added advantage.

6. Presentation:

Eligible applicants would be required to make a presentation of their credentials and proposal before a committee of officers constituted by Department of Drinking Water Supply in the first / second week of February 2009. The exact date, time and venue of the presentation will be intimated separately. The applicants would be assessed broadly on the following criteria:

- a) Experience and capability of the applicant in carrying out the proposed evaluation and impact assessment.
- b) Availability of experienced personnel with qualification of key team members to be deployed (full time & part time separately).
- c) Detailed information of past work of similar nature done in the last five years, with their financial status.
- d) Methodology and work programme for the proposed assignment.
- e) Likely time period indicated to complete and submit the report.

The Department will not reimburse any traveling cost and boarding and lodging expenses incurred for making the presentation.

The short listed applicants will thereafter be asked to submit proposals in two-bid system, with 'technical and 'financial' bids sealed in separate envelopes, and both these envelopes put in a bigger envelope duly sealed, before submitting the same to the designated authority.

7. Schedule of Payment:

20% of the job amount shall be paid after awarding the job, against a Bank Guarantee of equivalent amount valid for six months. Further 40% shall be released on submission of an Interim Report within two months of award of the work and the balance 40% will be released on submission of the final report to the satisfaction of DDWS.

8. Clarification:

For any clarification, Shri S.K. Verma, Under Secretary, CRSP Section, Department of Drinking Water Supply, Room No. 625, 6th Floor, Block 11, CGO Complex, Lodi Road, New Delhi – 110003, (Tel: 011-24362106) may be contacted. The details of Total Sanitation Campaign (TSC) and Nirmal Gram Puraskar (NGP) are available on the website of the Ministry www.ddws.gov.in. This notice is also available at DDWS website www.ddws.gov.in.

(Shri S.K. Verma)
Under Secretary, CRSP Section
Department of Drinking Water Supply
Room No. 625, 6th Floor
Block 11, CGO Complex
Lodi Road, New Delhi – 110003,
Phone No. - 011-24362106

ANNEXURE-I

APPLICATION FORMAT FOR CONDUCTING EVALUATION AND IMPACT ASSESSMENT STUDY OF TOTAL SANITATION CAMPAIGN, INCLUDING NIRMAL GRAM PURASKAR IN THE COUNTRY

A. Covering letter

Date: _____

EOI Reference No. W-11042/7/2008-CRSP

To,

The Under Secretary, CRSP Section
Department of Drinking Water Supply
Ministry of Rural Development
Room No. 625, 6th Floor
Block 11, CGO Complex
Lodi Road, New Delhi – 110003

Subject: Expression of Interest for conducting evaluation and impact assessment study of Total Sanitation Campaign, including Nirmal Gram Puraskar in the Country

Sir,

Having examined the EOI document, we, the undersigned, offer our Expression of Interest and undertake that the information submitted in the EOI is correct to the best of our knowledge. We agree to the terms and conditions mentioned in the EOI document.

Dated this ____ day of _____

Signature: _____
(In the Capacity of :) _____
Authorized signatory for and on behalf of

Name and Address of the Company	Name: Address: Telephone No. : Fax: E-mail :
Name and Address of the Contact Person	Name: Address: Telephone No. : Fax: E-mail :

B. General Information of Company / Organisation

Date of Incorporation of Company (Copy of Certificate of Incorporation) OR In case of University Departments, the Date of Establishment with relevant certification from Head of University	
Address of offices in India	
Number of years for which the organization has done similar work	
Financial turn over for last three years from consultancy services (Audited Annual Accounts and Annual Reports to be submitted)	
Income Tax and Service Tax Registration Number (Registration Certificates)	
Number of Consultants on rolls of the organization as on 31.12.08 (Self Certification from Head of HR)	
Self Declaration by Authorized Signatory that the organization is not blacklisted by any government organization in India	

C. Project Details

1. Summary of similar projects undertaken with in-house capabilities in last five years, with client reactions, if any. Summary of similar projects undertaken as part of any consortium may be listed separately. The details must include:
 - a. the geographic spread of the study conducted
 - b. cost of the project
 - c. man-months taken to complete the project
 - d. manpower assigned to it
 - e. relevance with the project proposed now.

2. Methodology and work programme for the present assignment. This must include the following:
 - a. A write up on the understanding of the assignment
 - b. Proposed method of data collection.
 - c. Proposed method of data analysis.
 - d. Proposed team, with name of Team Leader and her/his proposed designation for the work.
 - e. Experience of the proposed team.
 - f. Likely time frame for completion of the assignment.

Advertisement to be published in the Newspapers (All India Editions)

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(Shri S.K. Verma)
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