



Eol No.: 15-553/ CFP/ 2020/ R.D. (N) 922 (3730)

Dated: 5-8-2021

Expression of Interest (EOI)
for
Empanelment of Civil Society Organizations (CSOs)
as partner organization
in the implementation of Cluster Facilitation Project (CFP),
an initiative for Aspirational Districts and other Backward Areas
under Mahatma Gandhi NREGA
under the aegis of Rural Development Department,
Government of Jharkhand

STATE MGNREGA CELL
Rural Development Department
Government of Jharkhand
FFP Building, Dhurwa, Ranchi – 834004
web page: www.islps.org/career &
<http://rdd.jharkhand.gov.in/rdd/circular-notifications/>
email: cfp.jharkhand@gmail.com
August, 2021

Important Dates

Sl. No.	Particular	Date/ Time
1.	Start date of issuance/ download of EOI document	06.08.2021
2.	Start date of EOI submission	10.08.2021 (09:00 hrs)
3.	Last date and mode of submission of EOI	31.08.2021 (15:00 hr) (RDD/ JSLPS website or portal)
4.	EOI opening date and time	06.09.2021 (15:00 hr)
5.	Shortlisting / Finalization of CSOs for Presentation	21.09.2021 (15:00 hr)
5.	Raising Objection by CSOs	22.09.2021 to 25.09.2021 (15:00 hr)
6.	Presentation by CSOs	29.09.2021 to 04.10.2021
7.	Shortlisting/ Finalization of Empaneled CSOs	08.10.2021 (15:00 hr)

DISCLAIMER

The information contained in this Expression of Interest document ("Eoi") or subsequently provided to bidders, verbally or in documentary or any other form by or on behalf of the Mahatma Gandhi National Rural Employment Guarantee Act (here forth referred to as MGNREGA in this document) cell, Government of Jharkhand or any of its employees or advisers, is provided to bidders on the terms and conditions set out in this EOI and such other terms and conditions subject to which such information is provided.

This Eoi is not an agreement and is not an invitation by the Employer to the prospective Civil Society Organizations (CSOs) or any other person. The purpose of this Eoi is to provide interested bidders with information that may be useful to them in the formulation of their Proposals pursuant to this Eoi. This Eoi includes statements, which reflect various assumptions and assessments arrived at by the Employer in relation to the Consultancy/ Empanelment/ Implementation. Such assumptions, assessments and statements do not purport to contain all the information that each bidder may require. This EOI may not be appropriate for all persons, and it is not possible for the Employer, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this EOI. The assumptions, assessments, statements and information contained in this EOI, may not be complete, accurate, adequate or correct. Each bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this EOI and obtain independent advice from appropriate sources. Information provided in this EOI to the bidder (CSOs) is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Employer accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

The MGNREGA cell, its employees and advisers make no representation or warranty and shall have no liability to any person including any bidder under any law, statute, rules or regulations or tort ,principles of restitution run just enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this EOI or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the EOI and any assessment, assumption, statement or information contained therein or deemed to form part of this EOI or arising in any way in this Selection Process.

The MGNREGA cell also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any bidder upon the statements contained in this EOI.

The MGNREGA cell may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this EOI. The issue of this EOI does not imply that the Employer is bound to select a bidder or to appoint or to empanel the selected bidder, as the case may be, for the Consultancy/Implementation and the

MGNREGA cell reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever. The bidder shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the MGNREGA cell or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the bidder and the MGNREGA cell shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a bidder in preparation or submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

Abbreviations

AAP	Annual Action Plan	RDD	Rural Development Department
ADP	Aspirational District Program	EOI	Request For Proposal
ASA	Audited Statement of Account	SC	Scheduled Caste
CBO	Community based Organization	ST	Scheduled Tribe
CFP	Cluster Facilitation Project	TNA	Training Need Assessment
CFT	Cluster Facilitation Team		
CSO	Civil Society Organization		
CSR	Corporate Social Responsibility		
DPR	Detailed Project Report		
EOI	Expression of Interest		
FCRA	Foreign contribution Regulation Act		
FFP	Foundry Forge Plant		
GIS	Geographic Information System		
GoI	Government of India		
GoJ	Government of Jharkhand		
GPs	Gram Panchayat		
HR	Human Resource		
IEC	Information Education and Communication		
INRM	Integrated Natural Resource Management		
ISA	Implementation Support Agencies		
MGNREGA	Mahatma Gandhi National Rural Employment Guarantee Act		
MGNREGS	Mahatma Gandhi National Rural Employment Guarantee Act		
MKSP	Mahila Kisan Sashaktikaran Pariyojna		
NGO	Non Government Organization		
NITI	National Institution for Transforming India		
NREGA	National Rural Employment Guarantee Act		
NRLM	National Rural Livelihood Mission		
PD	Person Days		

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EoI Ref. No. – 15-553/ CFP/ 2020/ R.D. (N) 922(373)
Government of Jharkhand
Rural Development Department
MGNREGA CELL
Cluster Facilitation Project

1st Floor, FFP Building
Dhurwa
Ranchi - 834004

Dated: 5-8-2021

NOTICE FOR INVITING EXPRESSION OF INTEREST (EoI)

1. Subject: Expression of Interest for Empanelment of Civil Society Organizations as Block Level Implementing Agencies for Cluster Facilitation Project (CFP).

1.1 To improve the 'ease of living' of people, to improve the unemployment and socio-economic outcomes of the rural populace, especially in aspirational districts and backward areas, to improve implementation of MGNREGA with quality and regularity, Cluster Facilitation Project (CFP) has been launched by the Government of India (GoI) on December, 2019, with the aim of accelerated development of backward regions/ aspirational districts through GIS based planning. The mandate of the MGNREGA is to provide 100 days of guaranteed wage employment in a financial year to every rural household whose adult members volunteer to do unskilled manual work. The project ensures the effective implementation of MGNREGA through better planning, coordination, and monitoring. The CFP advocates to address rural poverty in aspirational districts / backward areas with multi-pronged strategy of leveraging the energies of different flagship programs of the Central Government / State Government, CSR initiatives, philanthropic organizations. As per data reported by States/ UTs on performance of Aspirational districts it was observed that many districts were lagging behind in the key deliverables of MGNREGA. Thus, in State of Jharkhand 41 blocks of 19 Aspirational districts and other 10 blocks of 4 backward districts were selected to operationalize CFP. This scenario necessitates proper planning, strategizing, and implementing supply systems including development of proper institutional mechanism at all levels. CFP approaches assured long-term sustained provisioning of resources and assets under MGNREGA. For sustainability of the program, bottom-up participatory planning keeping community at the core the program planning and implementation has been envisaged. For this purpose, systematic human resource development and capacity building at all levels is required.

1.2 CFP, MGNREGA, GoJ, seeks partnerships with eligible and interested CSOs of repute for empanelment/ engagement as Implementing Agencies. These CSOs would be engaged for training/ capacity building, reorientation of different stakeholders, GIS based planning cum implementation, dissemination of knowledge and information, grievance redressal, development of high-quality print and audio-visual content, documentation of best practices, etc. to transform the eco-system of MGNREGA in state. CSOs are expected to partner with CFP team to usher in the 'change management' in MGNREGA so as to provide and sustain viable and functional systems on a long-term and assured basis. Accordingly, Expression of Interest (EoI) is invited from reputed

CSOs for undertaking focused, meaningful, and high- quality planning and implementation activities of critical stakeholders for efficient implementation of the Project. The duration of the engagement will be up to a maximum of 3 years extendable upto another 2 years based on performance of the state on indicators set by MoRD.

2. Detailed Terms of Reference (ToR)

The detailed Terms of Reference (ToR) for applicant organizations as Empaneled agency is attached. The EoI and ToR with Annexure can be downloaded from the website <https://www.jslps.org/career> and also from portal <https://rdd.jharkhand.gov.in/rdd/circular-notifications/>

3. Eligibility Requirements

The applicant organization must mandatorily fulfill the following criteria:

1. Should be an organization working in Jharkhand.
2. Should be a 'not for profit' organization.
3. Should be a legal entity, eligible to enter into an agreement/ contract with MGNREGA cell, RDD, GoJ & JSLPS, RDD, GoJ to undertake work.
4. Should be in existence for at least five years from date of publication of the advertisement.
5. Should have core capability and demonstrated evidence in conducting capacity building/ training programs, its implementation and other non-training assignments in following areas:
 - a. Three years of working experience on GIS based planning,
 - b. GIS based INRM planning under MKSP, or other watershed programs
 - c. Working on demand side of MGNREGS,
 - d. Rural livelihood,
 - e. IEC/communication strategies,
 - f. Monitoring and evaluation,
 - g. Data analytics,
 - h. Training and delivery mechanism.
6. Should have worked on GIS based INRM planning and implementation under MKSP/ watershed program / related project (in areas of planning/ implementation/ capacity building/ research/ documentation/ evaluation etc.) and successfully completed the same in the last three years
7. Should have the capacity/ preparedness to undertake end-to-end online capacity building modules starting from preparation of course material (print, audio, video, etc.) lectures, discussions, assessment and feedback etc.
8. Preferably should have own manpower resources or the ability to mobilize them on demand at a short notice
9. Should not have been blacklisted/ barred by any Central or State Government departments/ agencies, public sector institutions/ agencies, etc. for past 5 years;

10. Should not have any negative performance report from other Government departments and pending or on-going legal proceedings.

(Mandatory eligibility criteria as per Clause 3 (above) of the notice for inviting EOI and additional requirements as detailed in Section 2 & 3 of the detailed Terms of Reference (ToR)). Only those agencies that fulfill all the eligibility requirements shall be considered for evaluation by State MGNREGA cell, GoJ.)

4. Application process

- 4.1 The Application Format, Declaration/ Undertaking and other forms are available at **Annex-I** with the EoI. The application for Expression of Interest (EoI) in the format provided at **Annex-I** of this document along with all other relevant documents must be submitted online either through Department website <https://www.jslps.org/career> or portal <https://rdd.jharkhand.gov.in/rdd/circular-notifications/>

- 4.2 on or before **21 days from the date of publication of this EoI latest by 1500 hrs.**

Annex-I has been divided into two parts which are detailed below:

- a.) **PART-A** must be mandatorily filled up by all organizations, specifying the level(s) for which the application is being submitted.
- b.) **PART-B** contains the application form that must be mandatorily filled up by all organizations.

Annex-II has the Declaration Certificate, affidavit certifying the entity is not blacklisted/ barred and Anti- Collusion certificate, which all the organizations must mandatorily fill up. Incomplete applications shall be rejected.

- 4.3 Applicants shall be responsible for registering themselves at Portal for uploading of their proposals and ensure that the proposals are uploaded on time on the Portal on or before the date prescribed above. **All submitted documents should be self-attested by the relevant authority of the organization.**

- 4.4 No other mode of submission shall be accepted. After submission of EoI, a hard copy of the proposal should be submitted to the Department. The hard copy of EoI should be sent only through Registered Post/ Courier, in an envelope subscribed as **"EoI for Empanelment of CSOs as Block Level Implementing Agencies for Cluster Facilitation Project"** to reach on or before **06.09.2021, 12 noon, addressed to:**

**State Co-ordinator SRC,
3rd Floor, SRC, JSLPS
FFP Building, Dhurwa
Ranchi-834 004.**

- 4.5 The hard copy of the proposal shall be exactly same as the one submitted online. Any difference in the contents between the two would lead to summary rejection of the proposal for consideration at this stage. No extension of time would be granted for postal delays.

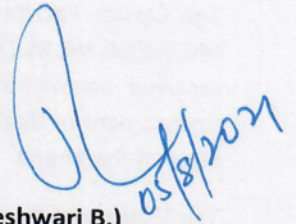
5. Evaluation process

The details on Evaluation process/ short listing of agencies is available in Section E of the detailed Terms of Reference.

6. Contact Details

Further details, if any, may be obtained at

Email: cfp.jharkhand@gmail.com or at Telephone no. 0651-2446776.



(Rajeshwari B.)
MGNREGA Commissioner
Govt. of Jharkhand

[Note: State MGNREGA cell reserves the right to cancel this request for EoI and/ or invite proposals afresh with or without amendments, without liability or any obligation for such request for EoI and without assigning any reason. Information provided at this stage is indicative and State MGNREGA Cell also reserves the right to amend/add further details in the EoI]

Terms of Reference (ToR)

Section A

1. Background

1.1 Introduction

The Cluster Facilitation Project (CFP) under Mahatma Gandhi NREGA draws its inspiration from the MGNREGA-NRLM-CFT program implemented in 76 blocks in Jharkhand from 2014-2019. This program received commendable success over the years and similar outcomes are now expected in CFP. Government of Jharkhand is looking to launch the Cluster Facilitation Project in selected 51 Blocks in the State of Jharkhand.

The Ministry of Rural Development, Government of India has launched Cluster Facilitation Project (CFP) with an objective to ensure effective implementation of MGNREGA in the 117 Aspirational Districts and other backward regions through better planning coordination and monitoring. The CFP shall be operationalized at Block, District and State level. This project is proposed to be implemented for a period of three years extendable by another two years based on the feedback and request of the States.

CFT was a success in Jharkhand. The noticeable outcome in Jharkhand were greater awareness about rights and entitlements of MGNREGS, improvement in timely wage payment, improvement in participation of SC/STs, improvement in participation of women and improvement in conduct of Rozgar Diwas. These are the issues on which concerted effort is required again to harness the full potential of MGNREGA. The lessons learnt from CFT clearly indicated that the program succeeded in States where capable CSOs were implementing the project.

CFP will be implemented through institutional mechanism at four levels, viz. National level; State level; District level; and Block Level, etc. The thematic experts at various levels are to plan, implement, manage, operate and maintain CFP systems. Decentralized, demand-driven, community-managed implementation of the program will instill 'sense of ownership' among the local community, develop responsible and responsive leadership at grass root level, create an environment of trust and bring in transparency leading to better implementation and long-term sustainability and proper operation and maintenance of assets created.

To achieve the vision of CFP, it is required to re-orient both public and other relevant stakeholders. The people managing the MGNREGA at all levels, i.e. Village, GP, Block, District and State, need to be provided with training and leadership programs so as to enable them to discharge their role in managing and deliver assured quality services. The programs are to be customized to suit different levels covering various technical, managerial and leadership aspects. CFP offers a platform and huge potential to generate the future leadership through such capacity building/ change management programs.

1.2 Vision of CFP

Addressing poverty in aspirational districts / backward areas with a multi-pronged strategy of leveraging the synergies of different flagship program of the Central and State Governments in convergence with MGNREGS through better coordination, planning and its implementation. The CFP shall strive to actively leverage the benefits of Aspirational Districts Program, CSR initiatives, philanthropic organizations and think tanks.

1.3 Mission of CFP

CFP is to assist, empower and facilitate:

- i.) States in GIS based planning for accelerated development.
- ii.) States to place dedicated teams with new skills.
- iii.) GPs/ rural communities to plan, implement, manage, own, operate and maintain their own in-village MGNREGA assets.
- iv.) States to develop robust institutions having focus on service delivery and financial sustainability of the sector by promoting utility approach;
- v.) Capacity building of the stakeholders and create awareness in community on significance of MGNREGA for improvement in quality of life;
- vi.) In making provision and mobilization of financial assistance to States for implementation of the mission.

1.4 Objectives of CFP

The broad objectives of the Mission are:

- i.) To address poverty in Aspirational Districts and other Backward areas.
- ii.) To adopt strategy in convergence with MGNREGS for better coordination, planning and implementation.
- iii.) To strive to leverage benefits of Aspirational Districts Program (ADP), CSR initiatives, philanthropic organizations, and Think Tanks.
- iv.) To promote and ensure voluntary ownership among local community.
- v.) To assist in ensuring sustainability of assets created.
- vi.) To bring awareness on various aspects and significance of MGNREGA and involvement of stakeholders in manner that make created assets everyone's business.

1.5 Project Area / Coverage in State

The CFP would cover 41 Blocks in 19 aspirational districts and 10 Blocks of 04 Backward Areas of the State. So, in total it will be implemented in 51 Blocks spanning over 23 Districts in the State of Jharkhand. After achievement of deliverables as per para 12 of CFP guidelines, the state may also be permitted to cover additional deserving blocks in the aspirational districts and other backward areas under the CFP during its implementation period of 3 years.

The List of Districts for CFP Implementation is detailed in Annex III Part A.

The List of Blocks is detailed in Annex III Part B.

1.6 Block Selection Criteria

Blocks were selected based on the following criteria -

- i.) Aspirational Districts notified by NITI Aayog

- ii.) Backward areas identified by the State
- iii.) Poor PD generation, delay in timely payment
- iv.) High SC population
- v.) Tribal areas
- vi.) Poor connectivity
- vii.) Mission Water Conservation Blocks

Section B

2. Need for Empaneling CSOs

CFP is a time-bound mission-mode program to be implemented through institutional mechanism at four levels, viz. National, State, District, and Block. It adopts subsidiarity as a key principle wherein the Gram Panchayat and/ or its sub-committee, i.e., Village are to plan, implement, manage, operate and maintain in-village GIS based watershed planning systems through MGNREGA. Decentralized, demand-driven, community-managed implementation of the program will instill 'sense of ownership' among the local community, develop leadership at grassroot level, create an environment of trust and bring in transparency leading to better implementation.

To achieve the vision of CFP, it is required to re-orient both departmental and other human resources through customized orientation program, exposure visits, etc. The personnel managing the MGNREGA at all levels, i.e. Village, GP, Block, District and State, need to be provided with customized training and leadership program so as to enable them to discharge their role in managing the envisaged assets and utilities. The programs are to be customized to suit different levels covering various technical, managerial and leadership aspects. CFP offers a platform and huge potential to generate leadership through such capacity building/ change management sessions.

Thus, to transform the eco-system of MGNREGA through intense and innovative capacity building, partnerships are sought from eligible and reputed CSOs, for undertaking focused, meaningful and high-quality capacity building activities of critical stakeholders for efficient implementation of the program.

2.1 Objectives of Engaging CSOs

The essence of the Cluster Facilitation Project is “Building Partnerships and Changing Lives”. Partnership for knowledge-building and leveraging resources have been envisaged with Government/ Non-Government institution, CSR initiatives, philanthropic organizations etc. of repute). These CSOs would be engaged for capacity building, reorientation of different stakeholders, GIS based watershed and INRM planning, implementation, dissemination of knowledge and information, grievance redressal, development of high-quality print and audio-visual content, documentation of best practices, etc. to transform the eco-system of MGNREGA. CSOs are expected to recruit and deploy their thematic experts at block level and partner with MGNREGA cell to usher in the 'change management' in the sector so as to provide and sustain viable and functional asset systems on a long-term and assured basis.

2.2 Functions of CSOs

The major responsibilities of CSOs are as follows:

- i.) The CSOs will design / prepare village wise GIS based INRM/ watershed plans and facilitate the plan implementation for treatment of land and water structures in saturation mode.
- ii.) Develop and deliver end-to-end high-quality capacity building programs, including lectures, discussions, interactive activities/ games/ exercises, and coursework. To rapidly extend reach of capacity building programs and to expand the coverage.
- iii.) Conduct training and capacity building of state stakeholders in view of current needs and challenges under CFP, INRM, water shed, GIS, grievance, sustainability, monitoring and evaluation, etc.
- iv.) Build capacity of different stakeholders to implement appropriate and cost-effective technologies that promote community participation and asset sustainability
- iv.) Provide knowledge support to the stakeholders on the latest innovations, tools and best practices that promote effective and efficient delivery of services and monitoring
- v.) Raise awareness and understanding of the CFP, MGNREGA by capacity building of GPs members, representatives of PRIs, NGOs, Self Help Groups engaged as ISAs, and other stakeholders
- vi.) Consult and design training modules and reference materials based on Training Need Assessments (TNAs) for ensuring effective implementation of the programs
- vii.) Facilitate selection and training of SHG mates, Bagwani Mitra/ Sakhi, Didi Badi Sakhi, etc.
- viii.) Facilitate preparation of the Annual Plan each year for every GP within the cluster resulting in a shelf of works and annual labour and material budget
- ix.) Conduct research, resource mapping and assessments on qualitative and quantitative status of natural resource
- X.) Strengthen various process under MGNREGA including timely wage payment etc.
- XI.) Also ensure key deliverables for CFP: The CSOs along with CFP team at all level will be responsible for the achievement of targets as outlined in para 12.1 of CFP guideline. The details have been provided in **Annex III Part C**.

In First One and half years the CFP should achieve all targets mentioned, subsequently it shall be moved to the next block on basis of their performance.

XII.) Recruit and Deploy Thematic Experts at Block Level

Section C

3. Thematic Areas and Eligibility Criteria

The required areas of expertise of Thematic Experts at block level must include but not limited to the criteria given in the **Annex III Part D** below. Indicative list of thematic areas and additional eligibility criteria as per specific target group is provided in detail.

The total authorized CFP team and members allocated in different block is detailed in **Annex III Part B**. In no case, the total CFP Team in a block shall exceed four and they will cover its entire geographical area. Each CFP Team shall comprise of two thematic experts i.e. NRM and Agriculture/ Horticulture expert.

In addition to above, one coordinator who is a GIS expert will be placed at block level. In total, a team consisting of minimum 3 to maximum 9 members can be placed in a block.

Section D

4. Roles and Responsibilities

The selected CSOs must quickly deploy the designated thematic experts per block with requisite qualifications, experience and remuneration as per criteria given in the **Annex III Part B & D** below.

The Block Thematic Experts have to perform activities as mentioned in **Annex III Part D** as well as functions mentioned for CSOs in **Section B of the document**.

The Block Thematic Experts will be associated with their respective Block Development Officers office.

The implementation of CFP will be monitored by the Block Development Officer and Program Officer weekly.

Section E

5. Selection Process

5.1 Eligibility Criteria

The applicant organization should fulfil the following criteria to apply:

- Should be an organization registered in India
- Should be a 'not for profit' organization
- Should be a legal entity, eligible to enter into an agreement/ contract with State MGNREGA cell, RDD, GoJ to undertakework.
- Should be in existence for at least 5 years from date of publication of the advertisement.
- Should be registered in NGO Darpan portal
- Should be an organization working in Jharkhand.
- Should have an established track record and demonstrated experience (at least 5 years) and capacity of high-quality work on sustainable rural livelihoods, people's mobilization and building people's institutions with a focus on tribal area.

- Must have working experience in implementation of GIS based INRM plan under MKSP or watershed projects for at least 3 years.
- Should have staff that can be quickly deployed or have system for placing staff for operationalizing the project
- Should be able to prepare high quality GIS based DPR for INRM based structures within a limited timeframe
- Should have worked on demand side of MGNREGA
- Organization who can demonstrate adequate capacities to support quality execution and monitoring of works in selected blocks.
- Organization who can deliver the scale of INRM interventions (structures + land treatment) as per DPRs and annual plans within a 3-year period
- The applying organization should be registered under section 12A/ 80 G/ 13 (1) A of Income Tax Act 1961, GST, EPF & ESIC/ ISO.
- Organizations should not have been blacklisted by any government departments/ agencies, public sector institutions/ agencies, or donor agency for past 5 years.
- Organization should have or willing to have presence in Jharkhand with a physical communication address.
- Applicants should have an annual turnover of at least Rs. 25 lakhs in any year in the past three years along with properly documented financial and organizational systems in place for discharging their responsibilities under the project.
- Should not have any negative performance report from other Government departments and pending or on- going legal proceedings

5.2 Evaluation mechanism

- i.) State MGNREGA Cell, RDD, GoJ will constitute a selection committee to evaluate the proposals submitted under this call for EoI.
- ii.) The committee will evaluate the applications along with all supporting documents/ documentary evidence.
- iii.) The decision of the selection committee will be final. No correspondence will be entertained outside the process of evaluation by the Committee.
- iv.) The Committee may seek clarifications on the applications, through designated email, in case of requirement.
- v.) The Committee reserves the right to accept/ reject any or all applications without assigning any reason(s) thereof, at any point of time.

5.3 Evaluation Process

The applicants will be subjected to three stages of evaluation before empanelment viz. (i) Preliminary screening; (ii) Technical evaluation; and (iii) Presentation to the committee.

The preliminary screening will include weeding out incomplete and non-compliant application(s). The

screened eligible applications will be evaluated by the selection committee as per the technical criteria listed in Section 5.3.2.

The technical evaluation, with a total weightage of 70%, comprises of 3 sections – (i.) experience of the organization; (ii.) experience of the nodal persons from organization; and (iii.) organizational infrastructure. The applicants scoring at least 50% marks in each section resulting in at least 50% cumulative marks (i.e. minimum of 35 out of a total of 70 marks) will be considered eligible for the next stage of evaluation.

The final stage comprises of a presentation with a weightage of 30%. The institutions applying for multiple blocks will be evaluated based on only one composite presentation. The applicants scoring at least 50% marks in this stage (i.e. minimum of 15 out of a total of 30 marks) will be considered for short listing for empanelment in the respective category/level.

5.3.1 Stage I – Preliminary screening

Proposals from applicant CSOs will be examined and the same will be rejected, if the proposal is:

- i.) Not submitted as specified in this document.
- ii.) Found with suppression of details.
- iii.) Submitted with incomplete information.
- iv.) Found in non-compliance to any of the clauses stipulated in the EoI.

5.3.2 Stage II – Technical evaluation

A detailed evaluation of the documents submitted by the applicants will be carried out by the selection committee as per technical evaluation criteria listed in **Annex IV Part A**. The applicants may also be required to give such clarifications and additional information as may be required by the committee.

Only those applicants who score a minimum of 50% marks in technical evaluation in each of the sections as per evaluation criteria provided in **Annex IV Part A** would be taken to the next stage of evaluation.

5.3.3 Stage III – Presentation by applicants

The applicants in each level fulfilling all eligibility criteria and securing 50% marks in each of the sections as described in the section 5.3.2. above, will be invited to make presentation to a committee formed by State MGNREGA Cell at a date and time to be notified subsequently. The presentation will be scored out of 30 marks by the committee. A composite total score will be calculated only for those all applicants who secure minimum 15 marks (50%) in the presentation. An institution applying for more than one block, will be required to make only one composite presentation.

5.3.4 Short listing of applicants

The applicants will be shortlisted based on the composite total score, which will be calculated by summing up the marks obtained during technical evaluation undertaken as in Section 5.3.2 and the marks obtained after the presentation as in Section 5.3.3. The applicants with a score of 35 marks or above in technical evaluation and 15 marks or above in presentation and a composite total score of 50 marks or more will be considered for shortlisting for empanelment in the respective categories/levels. This doesn't entitle that CSOs will be empaneled.

Block and Work will be assigned to the shortlisted CSOs as per the decision of the selection committee; need of CFP, MGNREGA Cell GoJ; experience and expertise of the institution; composite total score and other administrative grounds. They would be required to take up activities as per the approved financial norms of CFP.

Upon selection the CSOs will be empaneled up to a maximum of 3 years with possibility of extension of 2 more years. New CSOs may be selected as and when the need arises.

The State Government will sign an agreement with CSOs, which will be duly vetted by the law department of the State. The signed copy of the agreement will be sent to the MoRD for record.

State MGNREGA Cell, GoJ has the right to terminate the status of an CSO as empaneled/ implementing agency by informing to concerned party one month in advance. In such- case, the CSO will be required to settle the accounts/ complete the assigned work and submit the final report to CFP, MGNREGA cell within one month from the date of termination of empanelment including refund of the unutilized fund.

5.3.5 Termination from Empanelment

Any CSOs found to have engaged in proven irregularities of any form shall be de-listed and terminated for any further engagement by Department. The Progress of CSOs shall be monitored as prescribed in guideline and every month by State based on deliverables in Section B of the EoI. The Empanelment of CSOs will be terminated if it fails to achieve a proportionate monthly progress for 3 months on the deliverables as prescribed.

Section F

6. Funding

MGNREGA, GoI will fund the CFP on a 100% grant basis. The funding will be based on the approved Annual Action Plan (AAP) of CSOs. Funding will be provided only to the activities as mentioned in the CFP.

Funding will be provided as per the cost norms mentioned in 'Guidelines for Cluster Facilitation Project' for following purposes:

- Emoluments of the Block Level Thematic Experts
- Travel Allowance of Thematic Experts
- Contingency
- Infrastructure Support i.e., Computer and Printer may be provided by the State MGNREGA Cell, RDD, GoJ.

Note: No overhead charges will be paid to CSOs.

6.1 Release of Funds

Funds will be disbursed either directly by State MGNREGA Cell, RDD, GoJ or, via institution like JSLPS i.e. SRLM. Every year, funds will be released to CSOs in two installments of 50% each. First installment will be released after the approval of AAP. The second installment of funds will be released based on

- a) utilization of 60% of the total available fund with the CSO, viz. opening balance of the previous year, first installment of fund released, and interest accrued there on and
- b) on receipt of reports, fund utilization certificate and Audited Statement of Account (ASA). Unspent amount along with interest earned, if any, will be adjusted in the next year's first installment.

At the end of the engagement period, unspent amount will be refunded to MGNREGA cell, RDD, GoJ or institution like JSLPS. In case of non- performance by the CSOs, MGNREGA Cell, GoJ reserves the right to ask for complete refund of Government funds which will be refunded by the CSOs within a fortnight without fail.

Section G

7. Role of MGNREGA Cell

The MGNREGA cell shall have the following role in managing the engagement with the CSOs:

- i.) Approval of Organizations to be empaneled as CSOs.
- ii.) Annual Action Plan approval.
- iii.) Vetting and standardization of training material/ module and its approval;
- iv.) Fund Release to CSOs;
- v.) Performance appraisal of CSOs;
- vi.) Undertaking visits to the CSOs and its operational fields during the course of CFP.
- vii.) Placing request for taking up various training related and other activities by CSOs
- ix.) Finalization of participant list for the different program.

Section H

8. Terms of Agreement

The empaneled CSOs shall only provide professional, objective and impartial service and at all times and uphold the interests of CFP. On grounds of failure to adhere to the performance and financial management requirements as listed above, State MGNREGA cell, GoJ has the right to terminate the status of an agency by informing to concerned party one month in advance. In such case, the CSO will be required to settle the accounts/ complete the assigned work and submit the final report to MGNREGA Cell within one month from the date of termination of empanelment

The sole jurisdiction over any matters arising in connection with any actions or proceedings arising out of or in relation to this EOI and subsequent contract shall be with the Courts of Ranchi only.

PART - A
Application Form (Brief)

1. Details of applicant organization (To be filled up by all applicants)

Name of the Organization	
Name of contact person	
Designation of contact person	
Complete address of the organization with registered office contact details	Address: Telephone: Mobile: Email: Website:
Complete address of the organization with office contact details in Jharkhand, if any	Address: Telephone: Mobile: Email: Website:
Type of organization	i.) Non-governmental organization ii.) Other, any <input type="checkbox"/> Memorandum of association / by-laws of the organization (PDF scanned copy to be uploaded)
Year of establishment	
Details of registration	Registration type: Society/ Trust / any other Registered under Act: Registration Number: Date of incorporation: <input type="checkbox"/> Registration Certificate (PDF scanned copy to be uploaded) <input type="checkbox"/> Name & details of board Members (PDF scanned copy to be uploaded)
NGO Darpan ID	ID Details: <input type="checkbox"/> Registration Certificate (PDF scanned copy to be uploaded)

PAN Number/ GSTIN	<input type="checkbox"/> PAN Card (PDF scanned copy to be uploaded) <input type="checkbox"/> GSTIN / Service Tax Registration Certificate (PDF scanned copy to be uploaded)	
Annual Revenue for last 3 financial years (Statutory Auditor certificate is to be uploaded)	Year	Annual Revenue (in Rupees)
	2020-21	
	2019-20	
2018-19		
Audited balance sheet for last 3 years [Note: If Audited Balance Sheet/ Profit & Loss Statement for the FY 2020 is not available, then Provisional statement is to be uploaded, duly certified by the Statutory Auditor.]	<input type="checkbox"/> 2020-21 (PDF scanned copy to be uploaded) <input type="checkbox"/> 2019-20 (PDF scanned copy to be uploaded) <input type="checkbox"/> 2018-19 (PDF scanned copy to be uploaded)	
Registration Status 1. 12 A (Income tax Act) 2. 80G (Income tax Act) 3. 13 (1) A (Income Tax Act) 4. EPF & ESIC 5. ISO	<input type="checkbox"/> (PDF scanned copy to be uploaded)	
Other documents to be uploaded: <input type="checkbox"/> Self-certification that the organization is currently not black-listed by any government department or agency, or any public institution (PDF scanned copy to be uploaded) <input type="checkbox"/> Anti-Collusion Certificate <input type="checkbox"/> Details of presence in States / Block (PDF scanned copy to be uploaded) <input type="checkbox"/> Any reward(s) or recognition(s) received in the last 5 years (PDF scanned copy to be uploaded)		

Annex - I

2. Preferred Blocks for engagement proposed (refer Section C of ToR)

An agency can apply for empanelment for one or more blocks, however it is mandatory to list it on basis of priority, first being the most priority block for implementation, while last being the least priority block :

Sl. No.	DISTRICT	BLOCK	Organizations No. of Years of Implementation Experience in the Block	Total No. of Panchayat in Block.	Presence in Total No. of Panchayats
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

3. Preferred level of engagement proposed (refer Section C of ToR)

After Empanelment of the organization it would immediately place required thematic experts (refer Annex III Part B) at allotted blocks if it has available man power or, shall immediately start recruitment to be done separately for Block GIS Coordinator, Block NRM Expert, and Block Livelihood Expert. An agency can be chosen for empanelment for one or more blocks, based on composite total score from evaluation and other administrative criteria, set and finalized by Selection committee.

In case of failure to comply, the organization shall not be considered for further engagement in the project.

Place:

Date:

Signature of the authorized applicant

Name:

Designation:

PART - B
Application Form (Detailed)
(To be filled up by all applicants)

1.1 Details of years of thematic experience of the organization

THEME	Years of Experience
Rural Livelihoods (agriculture & allied)	
Natural Resource Management	
Demand Side/ Social Mobilization in MGNREGA	
MKSP/ CFT	
GIS based planning	

Annex - I

1.2 Details of projects undertaken or completed over the last 3 (three) years from the due date of EOI showing core capability in DPR preparation/ capacity building/ training program/ implementation assignments in areas related to the GIS based planning of Integrated natural resource management, Watershed program, Rural livelihood.

(Maximum page limit: 2 page per assignment/ project. Copy this form to describe multiple projects. Letter from client certifying the project details shall be provided immediately after this form)

Area: Capacity building/ training program/ Implementation/ Planning/ Monitoring & Evaluation	
Name of program/ project: Linked/ related SDG Goal:	Name of client: Address of the client:
Country/ State: Location: Block:	Duration of project (in months): Start date: Completion date:
Total cost of the project:	
Narrative description of project and key objectives:	
Description of actual services provided by your staff within the assignment:	
Outcome of the project:	
Current status of the project:	
Awards received: (Yes/No)	Name of the award: Category: Level (International/ National/ District etc) Date:
ICT Content developed: (Yes/No) Type (audio/ video/ print/ publications/ research journal etc.): Narrative Details: Date:	
<input type="checkbox"/> Letter from client certifying the project details including its current status (PDF scanned copy to be uploaded) <input type="checkbox"/> Certificate from awarding authority (PDF scanned copy to be uploaded) <input type="checkbox"/> ICT Content link/ PDF scanned copy to be uploaded	

Annex - I

1.3 Details of projects showing ability of working with at least one State Government and/ or the Central Government on a Integrated natural resource management/ Water shed / MGNREGA/ CFT/ MKSP related project (in areas of GIS based planning/ implementation/ capacity building/ research/ documentation/ evaluation etc.) and successfully completed the same in the last three years;

(Maximum page limit: 2 page per assignment/ project. Copy this form to describe multiple projects. Letter from client certifying the project details shall be provided immediately after this form)

Area:	
Name of program/ project: Linked/ related SDG Goal:	Details of the government with which the project was taken up:
Country/ State: Location:	Duration of project (in months): Start date: Completion date:
Total cost of the project:	
Narrative description of project and key objectives:	
Description of actual services provided by your staff within the assignment:	
Outcome of the project:	
Current status of the project:	
Awards received: (Yes/No)	Name of the award: Category: Level (International/ National/ District etc) Date:
ICT Content developed: (Yes/No) Type (audio/ video/ print/ publications/ research journal etc.): Narrative Details: Date:	
<input type="checkbox"/> Letter from client certifying the project details including its current status (PDF scanned copy to be uploaded) <input type="checkbox"/> Certificate from awarding authority (PDF scanned copy to be uploaded) <input type="checkbox"/> ICT Content link/ PDF scanned copy to be uploaded	

Annex - I

1.4 Format for submission of Curriculum Vitae of full time staff members/ experts

Thematic area (refer to Section C)				
In-house/ External				
Name of expert				
Current Position				
Name of the Organization				
Date of birth				
Total years of experience				
Brief profile (100 words only)				
Educational qualifications	Degree	Year	Subject	Name of degree & institution
	PhD			
	Master			
	Bachelor			
Countries/ States of work experience in Government Program				
Languages	Language	Speaking	Reading	Writing
Employment record (add multiple rows to add additional employments)	From	To	Employer	Position Held
Detailed tasks assigned	Work undertaken in similar assignments particularly assignments undertaken in the previous three (3) years (insert rows to add additional projects)			
	Project name			
	Contracting entity/ client			
	Project Location/ country			

	Position held	
	Expert months provided	
	Main project features	
	Activities performed	
<input type="checkbox"/> Statement of Bank account for past 3 months of Salary credited by the employer (PDF scanned copy to be uploaded)		

Place:

Date:

Signature of the authorized applicant

Name:

Designation:

PART - A

Declaration by the Applicant

I, _____ (Name), working as _____
(Designation) in _____ (Name of the organization) have been authorized
to issue this certificate, certifying that:

1. We have gone through the contents of advertisement for this eligibility criterion and fulfil all the eligibility criteria as per eligibility criteria mentioned in EoI.
2. All relevant documents are enclosed with our eligibility criteria.
3. The details and contents of our eligibility criteria are authenticated and based on actual work carried out by our agency, as per record.
4. We have understood that if, in case, it is found that our agency is not fulfilling any of the laid down criteria, or relevant details/ supporting documents are not found to be enclosed, we will not be given any opportunity for any clarifications and our eligibility criteria will be evaluated based on available documents in eligibility criteria.
5. We also understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Date: _____

Place: _____

Signature of Authorized Signatory

Name:

Designation:

[Please affix rubber stamp]

Name of CSO

PART - B

Format for Affidavit Certifying that Entity is not backlisted/ barred

(On the Stamp paper of relevant value)

I M/s _____, hereby declare that our CSO _____ (the names and addresses of the registered office) is having unblemished past record and hereby certify and confirm that we or any of our promoter(s)/ director(s)/ organization(s) are not barred or blacklisted or have any negative performance report by Central Government or any State Government/ Department/ Agency/ PSU in India from participating in Project/ either individually or as member of a Consortium as on _____.

We further confirm that we are aware that, our bids for the captioned Project would be liable for rejection in case any material misrepresentation is made or discovered at any stage of the short listing/ selection process dated this _____ day of _____ 20 _____.

Name of the CSO: _____

Signature of authorized signatory

Name:

Designation:

PART - C

Format for Anti-Collusion Certificate

(On the letter head of the Agency)

We hereby certify and confirm that in the preparation and submission of our proposal for the Assignment “Implementation Agency for Cluster Facilitation Project”, we have not acted in concert or in collusion with any other Agency or other person(s) and also not done any act, deed or thing which is or could be regarded as anti-competitive.

We further confirm that we have not offered nor will offer any illegal gratification in cash or kind to any person or agency in connection with the instant proposal.

Date:

Signature of Authorized Signatory

Name:

Designation:

[Please affix rubber stamp]

Name of CSO

PART – A

List of Districts

Sl. No.	Name of the Aspirational/ Backward District	Blocks for CFP	District CFP Team	State CFP Cell
1	Bokaro	2	1	1
2	Chatra	2	1	
3	Deoghar	1	0	
4	Dumka	3	1	
5	East Singhbhum	2	1	
6	Garhwa	2	1	
7	Giridih	2	1	
8	Godda	2	1	
9	Gumla	2	1	
10	Hazaribagh	2	1	
11	Jamtara	4	1	
12	Khunti	3	1	
13	Koderma	1	0	
14	Latehar	2	1	
15	Lohardaga	2	1	
16	Pakur	3	1	
17	Palamu	2	1	
18	Ramgarh	2	1	
19	Ranchi	2	1	
20	Sahibganj	2	1	
21	Saraikela-Kharsawan	4	1	
22	Simdega	2	1	
23	West Singhbhum	2	1	
TOTAL		51	21	1

PART – B

Details of Block Level CFP Team

S.No	District	Aspirational district	Blocks Selected	Total CFP Team	No of HR for Block (@2 thematic persons per CFP +1 Block GIS coordinator)
1	Bokaro	Yes	Kasmar	2	5
2	Bokaro		Peterwar	2	5
3	Chatra	Yes	Pratappur	3	7
4	Chatra		Simaria	2	5
5	Deoghar	No	Mohanpur	3	7
6	Dumka	Yes	Gopikandar	2	5
7	Dumka		Shikaripara	1	3
8	Dumka		Masaliya	3	7
9	East Singhbhum	Yes	Gurbandha	1	3
10	East Singhbhum		Dumaria	2	5
11	Garhwa	Yes	Ramkanda	1	3
12	Garhwa		Ranka	3	7
13	Giridih	Yes	Pirtand	2	5
14	Giridih		Gawan	3	7
15	Godda	Yes	Sundarpahari	2	5
16	Godda		Mahagama	3	7

17	Gumla	Yes	Ghaghra	2	5
18	Gumla		Palkot	2	5
19	Hazaribagh	Yes	Keredari	2	5
20	Hazaribagh		Ichak	2	5
21	Jamtara	No	Narayanpur	4	9
22	Jamtara		Karma Tanr Vidyasagar	2	5
23	Jamtara		Fatehpur	2	5
24	Jamtara		Nala	3	7
25	Khunti	Yes	Karra	2	5
26	Khunti		Torpa	2	5
27	Khunti		Murhu	2	5
28	Koderma	No	Markacho	2	5
29	Latehar	Yes	Manika	3	7
30	Latehar		Mahuadanr	2	5
31	Lohardaga	Yes	Bhandra	1	3
32	Lohardaga		Senha	2	5
33	Pakur	Yes	Pakur	4	9
34	Pakur		Litipara	3	7
35	Pakur		Maheshpur	4	9
36	Palamu	Yes	Nawadiha Bazar/Nawad iha	2	5
37	Palamu		Chhatarpur	2	5
38	Ramgarh	Yes	Gola	2	5

39	Ramgarh		Dulmi	1	3
40	Ranchi	Yes	Tamar	3	7
41	Ranchi		Ormanjhi	2	5
42	Sahibganj	Yes	Udhwa	3	7
43	Sahibganj		Barharwa	4	9
44	Saraikele-Kharsawan	No	Kuchai	2	5
45	Saraikele-Kharsawan		Kukru	2	5
46	Saraikele-Kharsawan		Nimdih	2	5
47	Saraikele-Kharsawan		Kharsawan	2	5
48	Simdega	Yes	Bano	2	5
49	Simdega		Jaldega	2	5
50	West Singhbhum	Yes	Goilkeria	2	5
51	West Singhbhum		Sonua	2	5
Total CFP team at Block		116	Total HR at Block		283
Total CFP team at District		21	Total HR at District		42
Total CFP team/ person at State		1	Total HR at State		3

PART – C

List of Deliverables for CFP Team

Sl. No.	Deliverables/Outcomes for CSOs/CFP	6 Months	12 Months	18 Months
1.	Expenditure on NRM work should reach up to 65% of the total expenditure at Block within 6 months from the date of commencement of the CFP	100%	100%	100%
2.	Expenditure on Individual work should reach up to 60% of the total expenditure at Block within 6 months from the date of commencement of the CFP.	100%	100%	100%
3.	Preparation of GIS based GPs plan for Mahatma Gandhi NREGS in saturation mode within six months.	100% GIS plan of GPs	50% execution of GIS Plan	100% execution of GIS Plan
4.	Commencement of works as per GIS based INRM plan.	25%	100%	100%
5.	Completion of works taken up as per GIS based INRM plan.	10%	60%	100%
6.	Expenditure on Agriculture and allied work should reach up to 60% of the total expenditure at Block within 6 months from the date of commencement of the CFP.	100% GPs	100% GPs	100% GPs
7.	Saturation of plantation works on community.	100% Planning of Plantation	25% of execution of plantation works	100% of execution of plantation works
8.	Survival rate of plants on plantation on community and Individual lands.	At least 90% in all GPs	At least 90% in all GPs	At least 90% in all GPs
9.	All SC/ST household will get at least 10% more person-days than the district average.	100%	100%	100%
10.	100% generation of Fund Transfer Order (FTO) within 8 days from the date of closure of muster roll.	80% of the National Average	Upto National Average	More than National Average
11.	Completion rate of the work should reach up to national average within 9 months.	80% State Average	Upto State Average	> State Average
12.	Capacity Building at GP/Block level The capacity building of the GP beneficiaries	– Two rounds of training	– Four rounds of training at GP	– Four rounds of training

	and functionaries should be improved for individual schemes, water scenario, benefit of NRM planning using GIS tools including map reading etc.	at GP level for beneficiaries. – Two rounds of training at block level for functionaries.	level for beneficiaries. – Four rounds of training at block level for functionaries.	at GP level for beneficiaries. – Four rounds of training at block level for functionaries.
13.	The performance of the block on the parameters PD generation.	80% of the State Average.	Up to State Average	More than State Average
14.	Grievances redressal - 80% of Grievances disposed in 15 days.	100%	100%	100%

PART – D

List of Block Level Thematic Experts

Thematic Expert/Position	Emolument/ Month	Qualification	Experiences	Roles & Responsibilities
Block GIS Coordinator (01No.)	Rs 35,000 plus Travelling allowance @max. 20% of emoluments based on actual bills.	M. Tech/M.E./M. Sc.in Geographic Information Science or Technology/Remote Sensing & GIS/Geo Spatial Technology / Geo-Informatics/Geo Spatial science /Surveying and Geo-Informatics/ OR BE/B.Tech with PG Diploma in Geographic Information Science / Remote Sensing from recognized University / Institute OR MCA with PG Diploma in Geographic Information Science / Remote Sensing from recognized University / Institute OR Post Graduate in Science /Agricultural Science with PG Diploma in Geographic Information Science / Remote Sensing from recognized University / Institute.	At least 1 years 6 months of works experience in GIS-based projects at fieldlevel in reputed government funded organizations like NIRD & PR, NRSC, SRSAC etc. OR similar reputed organizations working on GIS based Projects.	<ol style="list-style-type: none"> 1. Coordination with District officials and provide all support to the project team for proper planning and implementation of the Mahatma Gandhi NREGS. 2. Prepare GIS based plan for all the GPs of the Block on saturation mode with the permissible activities and complete the plans within six months. 3. Any other work assigned as and when by the competent authority.
Block NRM Expert max. (04 Nos)	Rs 30,000 plus travelling allowance @max. 20% of emoluments based on actual	B. Tech in Civil Engineering/Agriculture Engineering/Diploma in Civil Engineering.	At least 2 years work experience for candidate with B.Tech / 4years work experience for candidates with	<ol style="list-style-type: none"> 1. Provide inputs for preparing GIS plan to GIS expert and validate the GIS plan on ground and also assist in approval and implementation of the plan 2. Prepare design, plan and estimates of the works

	bills		Diploma. The work experience must be on rural infrastructure projects / NRM projects while working with reputed organization	<ol style="list-style-type: none"> 3. Provide lay out of the works and monitor the works execution and completion. 4. Actively work to create social awareness about rights and entitlements of Mahatma Gandhi NREGS. 5. Any other work assigned as and when by the competent authority.
Block Livelihood Expert (Agriculture & Allied) max. (04 Nos.)	RS 30,000 plus Travelling allowance@max. 20% of Emoluments based on actual bills.	Masters in Agricultural Economics / Horticulture / Agro-forestry / Agronomy / Forestry.	At least 2 years work experience with reputed organizations working towards improvement of rural livelihoods. The work experience should be primarily on use of agriculture and allied activities for enhancement of incomes of rural poor.	<ol style="list-style-type: none"> 1. Prepare the plan for Plantation, Horticulture and Livelihood works of the GPs in the Gram Sabha. 2. Prepare design, plan and estimates of the works. 3. Provide layout of the works and monitor the works execution and completion. 4. Actively work to create social awareness about rights and entitlements of MGNREGS. 3. Any other work assigned as an when by the competent authority.

PART – A
Technical Evaluation Marking Criteria

Technical Evaluation Marking Criteria		
Sl.No	Parameters	Marks
1	Years of experience of the organization for working on rural livelihoods/natural resource management/ Women Self Help Group (WSHG):	15 (maximum)
	One year to Two years	7
	More than two years to four years	9
	More than four years to six years	11
	More than six years to nine years	13
	More than nine years	15
2	Number of years of experience of working in the applied blocks on above themes:	10 (maximum)
	Less than two years	5
	More than two years to five years	7
	More than five years	10
3	Technical (GIS/ Livelihood/ NRM) human resource structure of the organization (full-time employee with more than three years association with the organization) as per project requirement	15 (maximum)
	Less than/equal to four persons placed	5
	More than four but less than/equal to ten persons	8
	More than ten but less than/equal to Fifteen persons	12
	More than Fifteen persons	15
4	Duration of past experience in the MGNREGA-NRLM-CFT project:	13 (maximum)
	One years to two years	5
	More than two years to three years	7
	More than three years	13
5	GIS Professionals/ Experts working with organization	5 (maximum)
	No GIS expert/ professional	0
	One GIS expert/ professional	3
	Greater than or equal to two GIS expert/ professional	5
6	Average financial turnover for last 3 Yrs	12 (maximum)
	Equal to 25 Lakhs to 50 Lakhs	5
	More than 50 Lakhs to 2 Crores	7
	More than 2 Crores	12
Sub-total mark for above parameters		70 (maximum)
7	Power-point presentation (maximum 10 slides)	30 (maximum)
	- Primary work of the organization	
	- Understanding of the applied block	
	- Existing HR in the organization	

- Understanding and analysis of the local issues and conflicts	
- Past interventions in the area	
- Strategy to be followed (Short term: Bi-yearly and long-term during project period)	
- Expected outcomes	
- Future Plan	
- Strengths of the organization viz a viz stated theme	
GRAND TOTAL	100 (maximum)

PART – A
Check List

Sl. No.	Attachment / documents	Remarks Enclosed / No
1	Eoi document	
2	Formats – Annex I to II	
3	Copy of Registration of the organization as per Annex I Part A	
4	Copy of Name & Details of Board Members as per Annex I Part A	
5	Copy of Memorandum of Association / By-laws as per Annex I Part A	
6	Copy of NGO Darpan ID Registration as per Annex I Part A	
7	Copy of PAN card/ GSTIN/ Service Tax/ISO/ ESI/ EPF Registration as per Annex I Part A	
8	Copy of Annual Revenue & Audited Balance Sheet as per Annex I Part A	
9	Copy of Income Tax Registration Status as per Annex I Part A	
10	Proof showing works/ projects been undertaken as per Annex I Part B	
11	Details of Staff Members/ Experts as per Annex I Part B	
12	Declaration by Applicants as per Annex II	
13	Affidavit in Original as per Annex II	

14	Proof of presence in District/ Blocks as per Annex I Part A & B	
15	Others, if any	
16		

Note: All submitted documents should be self-attested by relevant authority of the organization.