

**Government of Rajasthan
Planning (Economics and Statistics) Department
Yojana Bhawan, Tilak Marg, Jaipur**

No. F. 5. (2)/S & S/BSO/Coord/DES/2016/ I / 44058

Date: 13-01-2016

A-06/15-16/05

REQUEST FOR EXPRESSIONS OF INTEREST

FOR

(Survey and Studies – Selection of Agencies)

The Government of Rajasthan under Support for Statistical Strengthening, wishes to conduct A study on "Process Implementation, benefit disbursement, and satisfaction level of the beneficiaries of Rural Development Programmes" during the year 2015-16 to 2016-17.

Expressions of interest are invited in sealed quotations from reputed Research Agency/Organisation to indicate their interest in conducting the above Survey and study. Brief scope of the study and the short listing criteria are available at www.statistics.rajasthan.gov.in and www.spp.rajasthan.gov.in.

Further information can be obtained at the address given below during office hours. The Research Agency/Organisation are requested to submit Expressions of interest in a written form to the address below (by person or by post or by e-mail) by 17.00 hours 29th January 2016. For any further information and queries please contact Joint Director (Coordination), Tel. No. 0141-5167151.


Director and Joint Secretary, Directorate of Economics and Statistics, Yojana Bhawan,
Tilak Marg, C-Scheme, Jaipur, Rajasthan-302005

Tel: +91-141-2222740 E-mail: dir.des@rajasthan.gov.in

Sd/-

(Om Prakash Bairwa)

**Director and Joint Secretary
Economics and Statistics Department
Rajasthan, Jaipur**


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No. F5(2)/S&S/BSO/COORD/DES/2016

Date: 13 -01-2016

REQUEST FOR EXPRESSIONS OF INTEREST

FOR

(Survey and Studies – Selection of Agencies)

State: Rajasthan (India)

Name of Project: Support for Statistical Strengthening, a CSS scheme

Assignment Title: A study on "Process Implementation, benefit disbursement, and satisfaction level beneficiaries of Rural Development Programmes".

The Government of Rajasthan under Support for Statistical Strengthening, a CSS scheme, wishes to strengthen the existing statistics system of data collection at block level, so that Basic Statistics for local Area Planning could be made available to the planners and for the monitoring the various rural development programmes. In this context assessment of service delivery mechanism and satisfaction level of beneficiaries of various schemes is also required. For this purpose, a study is proposed to be conducted during the year 2015-16 to 2016-17 under the above mentioned projected.

The Planning Department, Directorate of Economics and Statistics, Rajasthan now invites proposals from eligible Research Agency/Organisation to indicate their interest in conducting the Survey and study, Interested Agency/Organisation should provide information demonstrating that they have the required qualifications and relevant experience to perform the Studies. The proposed study include "Sample survey, data collection from primary and secondary sources, and the report writing work including the findings and suggestions to improve the service delivery and efficacy of the various rural development programmes.

Brief scope of the study and the short listing criteria are available at Annexure-1 & 2 respectively. [uploaded on website address www.statistics.rajasthan.gov.in and www.spp.rajasthan.gov.in]

The attention of interested Agency/ Organisation is drawn to paragraph 13.0 and 14.0 of the selection guidelines and criteria: Agency/Organisation may associate with other Agencies in the form of a joint venture or a subsidiary to enhance their qualifications.

Agencies/Organisations will be short listed or selected in accordance with the Quality, Work experience, financial condition and Cost Based Selection method as per GF & AF in accordance with RPTT Act, 2012 and rules 2013.

Further information can be obtained at the address given below during office hours from 10.00 to 17.00 hours. Expressions of interest must be delivered in a written form to the address below (in person or by mail or by fax or by e-mail) by 17.00 hours 29nd January 2016.

Director and Joint Secretary, Directorate of Economics and Statistics, Yojana Bhawan,
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Request for Proposal (RFP)
For
Study on process implementation, benefit disbursement, and
satisfaction level beneficiaries of Rural development Programmes

1.0 Introduction

The Government of Rajasthan under Support for Statistical Strengthening, a CSS scheme, wishes to strengthen the existing statistics system of data collection at block level, so that Basic Statistics for local Area Planning could be made available to the planners and for the monitoring of the various rural development programmes. In this context assessment of service delivery mechanism and satisfaction level of beneficiaries of the various schemes is also required.

For this purpose, a study is proposed to be conducted during the year 2015-16 to 2016-17 under the above mentioned project to understand the process of implementation, benefit disbursement, and satisfaction level of some of its programme in the field of rural development, employment, drinking water, roads, fertilizer and seeds which is touching the lives of large number of it's population. The sectors to be covered under Rural development programme would include status of MGNREGA, Atal Seva Kendra, Sanitation, Rajkiya chhatrwas, Palanhar Yojna, Government scholarship, Aanganwadi centres, Gram Seva Sahkari Samiti (GSS) fertilizer and Seed, employment under Skill development prgramme etc..

The proposed study include "Sample survey, data collection from primary and secondary sources, and the report writing work including the findings and suggestions to improve the service delivery and efficacy of the various rural development programmes.

2.0 Proposed Study

The broad objective of the proposed study would be to assess the status of MGNREGA work and satisfaction of job card holders in the implementation of the scheme, water and sanitation which would include status of construction of toilets and it's use and availability of drinking water and it's quality; status of payment of *Palanhar yojna, pension & Scholarship* scheme; status of opening of Aanganwadi centres and the nursery and Pre schools running by it; availability of G.S.S. seeds & fertilizers and it's distribution process, mal practices and satisfaction level of farmers; and condition of rural roads and it's sustainability.

3.0 Following are specific objectives:

Drinking water

- ✓ To find out availability of drinking water
- ✓ To elicit information on the functioning of 'Janta Jal Yojna'



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- ✓ To find out condition of RO plant
- ✓ To elicit information on quality of Drinking water and if not good reasons for the same
- ✓ To find out seasonal variations in availability of drinking water

Sanitation

- ✓ To gauge the level of awareness and perception of people on sanitation and hygiene
- ✓ To elicit information on status of construction of latrines in every household in rural area and the use pattern of these constructed latrines
- ✓ To find out the status of Solid and liquid waste management in rural area

Rural development

(MGNREGA, Atal Seva Kendra, Government Hostel, Palahar Yojna, Pension, Scholarship Scheme, Aanganwadi centres)


- ✓ To find out present status of work under MGNREGA
- ✓ To gauge the awareness of job card holder about right to demand work, unemployment allowance, payment terms etc.
- ✓ To find out whether the job card holders get the work according to the demand raised by them.
- ✓ To find out whether any delay in payment and reason thereof
- ✓ To elicit information on functionality of telephone facility for payment under MGNREGA
- ✓ To find out level of overall satisfaction among beneficiaries on MGNREGA
- ✓ To assess the condition of govt. hostels and satisfaction level of residents
- ✓ To find out status of payment and satisfaction level of beneficiaries under Palanhar Yojna, different pension schemes and scholarship schemes
- ✓ To assess the Availability of Patwari / Gram Sevak in the village
- ✓ To find out status of opening of Aanganwadi centres and the nursery and Pre schools running by it;
- ✓ To find out status of regular inspection of Panchayat by a deputed Adopter ?

Roads:

- ✓ To elicit information on the status of construction of *Gaurav Path* and *Missing Link*
- ✓ To elicit opinion of people on quality, repair and sustainability of roads in rural areas

Employment

- ✓ To assess the performance of Skill Development programmes in term of getting employment and their sustainability
- ✓ To elicit information on classification of Skill Development Programmes in terms of skill imparted and employment given
- ✓ To find out whether there is any gain after innovation in ITI curriculum.
- ✓ To gauge the level of satisfaction of candidates and their families with skill development programmes


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Fertilizers and Seeds

- ✓ To elicit information on availability of seeds and fertilizers at GSS
- ✓ To assess the distribution process, gaps and level of satisfaction among farmers

Good Governance at the doorstep

- ✓ To gauge the level of awareness and impact of “Prashasan Apke Dwar” and “Apka Zila Apki Sarkar” programme among people
- ✓ To assess the Impact of these programmes on administrative efficiency
- ✓ To assess the Impact and functioning of Rajasthan Sampark portal

4.0 Approach & Scope of Work

The study would be **quantitative** as well as **qualitative** in nature.

The study will involve following key stakeholders:

Qualitative

- **Zila Parishad/DRDA officials:** In-depth interview would be conducted with ZP/DRDA officials.
- **Gram Sarpanch/Ward Panch:** In-depth interview would be conducted with the Gram Sarpanch/Ward Panch

Quantitative

- **Households:** Semi Structured Schedule will be administered with the beneficiaries at their households.

5.0 Geographical Coverage and Sample Size

This study will cover all the 33 districts of the State. Blocks, Villages and household could to be selected on random sampling basis. The Sample size and method of sampling should also be clearly mentioned in the proposal.

S. No.	Items	Proposed Coverage
1	Districts	All 33 districts should be covered
2	Blocks	150 (Minimum 50% blocks in each district)
3	Gram Panchayat	1000 (10% GPs of the district or 6-7 GPs per block)
4	Villages	1000 (2.5% GPs of the district or 6-7 villages per block)
5	Household	Appx. 21 thousand HH (At least 20 HH per Village)

6.0 Time Frame

The total time frame for the study would be 6 months.

The agencies are required to give a Month wise detailed breakup of the activities under the proposed time frame.



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7.0 Reference Period of the Study: - For the period of FY 2014-15 or as per availability of the latest data.

8.0 Name of the Agency which conducted the study -Yet to be Finalized.

9.0 Name of the sponsoring Agency: - Directorate of Economics and Statistics, Rajasthan by the fund made available in SSS Project Grants.

10.0 Estimated Cost of the Study: - Rs. 25.00 lakh (Final cost depends upon proposals finalized after due process.)

11.0 The eligible agencies are expected to provide only Technical proposal in a sealed envelop.

11.1 Technical proposal will consist of:

- Detailed research methodology and work plan
- Coverage
- Quality control mechanism
- Detailed plan for Data analysis
- Time frame / Breakup of activities
- Core team detail

11.2 Financial proposals will be invited from only successful / selected bidder in technical proposal, which will include detailed cost to be incurred for the study (including all the taxes applicable) excluding service tax.. However, agencies are required to mention applicable service tax separately.

12.0 Deliverable

- I. Survey Instruments/Tools
- II. Draft Report
- III. Bidder shall provide five colored copies of Final report (Soft & Hard Copies)
- IV. Bidder shall also be responsible for providing original schedules and information received from different agencies during study.
- V. Soft and hard copies of primary and secondary data

13.0 Eligibility Criteria for the Applicants

- The agency should be registered under a company's / society's registration act and is active and operational continuously for the last 10 years on the date of application.



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- Should have minimum annual turnover of Rs. 2 crore in each of the last three financial years.
- Should have conducted at least three household surveys with a minimum of 30,000 HHs in each survey for any Govt. dept./Govt. undertaking/PSUs in last five years.
- Should have conducted minimum 10 impact assessment or evaluation studies in Rajasthan with *atleast one study in rural development in Rajasthan.*
- It should not have been black-listed by Government or any of the government agencies. Declaration by the authorized signatory that the agency has not been black listed by any of the government departments should be attached.

14.0 Supporting documents required for eligibility criteria with application form:

- Valid Registration Certificate (copy of certificate)
- Audited Balance Sheet (Last three financial years)
- PAN Registration (copy of certificate)
- Service Tax Registration (copy of certificate)
- Work orders of large HH survey (min. 30,000 HH)
- Work orders of Impact Assessment/evaluation studies conducted in Rajasthan.
- Declaration by the authorized signatory that the agency has not been black listed by any of the government departments
- Last 5 year's Administrative Reports

15.0 Negotiations

- The selection method is receiving financial quotation from open Source subject to negotiation as permissible under RTTP act 2012.
- Except in case of procurement by method of single source procurement or procurement by competitive negotiations, to the extent possible, no negotiations shall be conducted after the pre-bid stage. All clarifications needed to be sought shall be sought in the pre-bid stage itself.
- Negotiations may, however, be undertaken when the rates are considered to be much higher than the prevailing market rates.
- The bid evaluation committee shall have full powers to undertake negotiations. Detailed reasons and results of negotiations shall be recorded in the proceedings.
- The Bidder shall be informed in writing either through messenger or by registered letter and e-mail (if available). A minimum time of seven days shall be given for calling negotiations. In case of urgency the bid evaluation committee, after recording reasons, may reduce the time, provided the Bidder has received the intimation and consented to regarding holding of negotiations.
- Negotiations shall not make the original offer made by the bidder inoperative. The bid evaluation committee shall have option to consider the original offer in case the bidder decides to increase rates originally quoted or imposes any new terms or conditions.



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- g) In case of non-satisfactory achievement of rates from bidder/authorised partner, the bid evaluation committee may choose to make a written counter offer to the bidder and if this is not accepted by him, the committee may decide to reject and re-invite Bid.
- h) In case the rates even after the negotiations are considered very high, fresh Bid shall be invited.
- i) Taxes & Duties must be included in financial proposals.
- j) The TDS, Raj-VAT, Service Tax etc., if applicable, shall be deducted at source/ paid by DES as per prevailing rates.
- k) The successful/ selected bidder shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Purchaser.
- l) If any tax exemptions, reductions, allowances or privileges may be available to the successful/ selected bidder in India, the Purchaser shall use its best efforts to enable the successful/ selected bidder to benefit from any such tax savings to the maximum allowable extent.

16.0 Project Deliverables, Milestones, Time Schedule & Mode of payment

S. No.	Scope of Work /Deliverables (Reports/ Docs./Sch.)	Timelines	Percentage of total cost (including all taxes)
1	After issuing of work order	-	30 %
2	Completion of field work and submission of data collected for Draft report	120 days from the date of issuance of work order	40 %
3	Final Report and supporting Documents	180 days from the date of issuance of work order	30 %

- a) In case of advance payment being made, it will be sole responsibility of the bidder to produce sufficient proof of commencement of study and to the extent as prescribed in financial powers and prior inspection of work done, if any. The balance, if any, will be paid on receipt of the primary data with draft report or on the recommendation of nodal officer of this study in DES, Rajasthan, Jaipur.
- b) Unless otherwise agreed between the parties, final payment of the study will be made on submission of final report in proper form by the bidder to the Purchase Officer in accordance with G.F.&A.R provisions. All remittance charges will be borne by the bidder/authorized partner.
- c) In case of disputes in study items, 20% of the amount shall be withheld and will be paid on settlement of the dispute.



17.0 Copyright

- a) The copyright of the Study conducted by the Supplier/ Selected Bidder herein shall remain vested in the Director, DES. Supplier/ Selected Bidder shall not furnish or publish the information of any part of the report or whole report to anybody.
- b) The supplier's/ selected bidder's shall neither disclose any data collected from different agencies for the said study to anybody nor publish in the newspaper/ magazine and in any kind of books. The collected data could not be used in any other study by the qualified bidder.

18.0 Earnest Money/Security Deposit:

Earnest Money: Agency/ Organisation have to deposit Earnest Money @2% of estimated cost of study.

Security Deposit: Consultations have to deposit security Deposit @5% of cost of study. After adjustments of Earnest Money, remaining amount of security deposit shall be deposited by the selected Agency/ Organisation in advance.

19.0 Liquidated Damages (LD)

- a) In case of extension in the study period with liquidated damages the recovery shall be made on the basis of following percentages of cost of study with the bidder has failed to furnished the report:-
 - delay up to one fourth period of the prescribed period: 2.5%
 - delay exceeding one fourth but not exceeding half of the prescribed period: 5.0%
 - delay exceeding half but not exceeding three fourth of the prescribed period: 7.5%
 - delay exceeding three fourth of the prescribed period: 10%
- b) Fraction of a day in reckoning period of delay in supplies shall be eliminated if it is less than half a day.
- c) The maximum amount of liquidated damages shall be 10% of the contract value.
- d) If the supplier requires an extension of time in completion of contractual study on account of occurrence of any hindrance, he shall apply in writing to the authority, which has placed the supply order, for the same immediately on occurrence of the hindrance but not after the stipulated date of completion of study.
- e) Study period may be extended with or without liquidated damages if the delay in the study is on account of hindrances beyond the control of the bidder.



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CRITERIA FOR EVALUATION OF TECHNICAL BID

The Committee shall evaluate each technical proposal taking into account several criteria:

- (a) the consultant's relevant experience for the assignment ,
- (b) the quality of the methodology proposed ,
- (c) the qualifications of the key staff proposed ,
- (d) transfer of knowledge
- (e) experience in the region i. e. knowledge of the local language, culture, administrative system etc.

A proposal shall be considered unsuitable and shall be rejected at this stage if it does not respond to important aspects of the TOR or it failed to achieve minimum technical score specified in the RFP.

Only those bids will be evaluated which meet the minimum qualification criteria.

Those bids, which do not meet the minimum qualification criteria will be declared disqualified and will be rejected.

Points will be awarded to all qualified bidders, based on the documents submitted by the bidders as per under mentioned table:

Assessment Criteria Range Points

	Assessment Criteria	Range	Points
Technical proposal			
(A)	Conducted impact assessment/ evaluation surveys in Rajasthan	15 or more studies	10
		Less than 15 studies	5
(B)	Systematic Arrangement of technical proposal (like numbering, photocopies of relevant documents, work-orders etc.)	Very Systematic	6-10
		Somewhat Systematic	1-5
(C)	Technical Proposal presentation (like Man power engaged and their qualification, service length, experience etc.)	1. Technical Approach, Sample frame & Methodology	20
		2. Work Plan and time lines	10
		3. Survey Quality management	5
		4. Experience with any Govt. dept./ Govt. undertaking/PSUs	5
		5. Man power engaged , their qualification ,experience of study	10
Financial proposal			
	Detail breakup of cost	Proportion of budget allocated for various activities eg: field work, monitoring, professional salary etc.	30



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**FORMAT FOR APPLICATION FOR EXPRESSION OF INTEREST
(TECHNICAL)**

S.No.	Particulars	Details
1	Name, contact No. and full address of the Organization :	
2	Registration no. & details of Registering Agency (Pl. Attach Registration copy also) :	
3	Management Structure :	
4	Authorized Person with designation : (Pl. Attach authority letter of competent authority)	
5	Contact number, fax No. and Email address of authorized Person :	
6	Details of Area where expertise available in the study field with supporting documents :	
7	Details of survey/studies conducted during last 5 years having 30,000 household or more with Geographical area and other details :	
8	Working experience with any Govt. dept./Govt. undertaking/PSUs, if any :	
9	Pl. Attach Administrative reports of last 5 years :	
10	Turnover for last three years : (Please attach Audited Balance Sheets)	
11	Regular manpower available on roll for proposed work alongwith their qualification, service length, relevant documents and experience :	
12	Declaration regarding non-blacklisted : (Pl. Attach declaration of authorized signatory)	
13	Acceptance of terms and conditions (Yes/No) :	
14	Any other Information to share in this context :	

Name and Signature of the Authorized signatory

Date:

Place:


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