

Indian Institute of Forest Management, Bhopal is inviting offers from reputed NGOs/CSOs working in the field of watershed management, livelihood enhancement, capacity building of the community and village institutions etc. for framework agreement for executing field activities and capacity building of beneficiaries under the Narmada Landscape Restoration Project. Detailed Notice inviting Request for Proposals (RFP) is available in our website [www.iifm.ac.in/tender](http://www.iifm.ac.in/tender). Interested NGOs/CSOs may submit their most competitive offer latest by 7<sup>th</sup> July, 2021 5.00 pm to the Chief Administrative Officer, Indian Institute of Forest Management, Nehru Nagar, Bhopal.

Chief Administrative Officer

Notice inviting Request for Proposals (RFP) for a Framework Agreement with Non-Governmental Organization for executing field activities and capacity building of beneficiaries under the Narmada Landscape Restoration Project

Sealed bids/proposals for a Framework Agreement are invited from reputed Non-Government Organisations OR Civil Society Organisations to execute the field activities and capacity building of beneficiaries under the Narmada Landscape Restoration Project (NLRP).

The Director, IIFM reserves the right to accept or reject fully or partially the bids/proposal which is final and binding.

The proposals will be evaluated on Quality cum Cost based selection (QCBS) basis for final selection of the executing agency.

Successful bidder will be notified for the award of contract by post or any other suitable mode of communication for signing the agreement.

The selected NGOs/ CSOs shall commence the services within 30 days from the date of issue of award letter.

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## 1. Expression of Interest data sheet

Expression of Interest number	IIFM/PUR/Eoi/2021/NLRP
Date	18-06-2021
Issue of Expression of Interest of NGOs/CSO	Expression of Interest documents/forms can be downloaded from the Institute's website <a href="http://www.iifm.ac.in/tender">http://www.iifm.ac.in/tender</a>
Last Date and Time and submission of expression of Interest by Post	07-07-2021 at 5.00 pm
Opening of 'expression of Interest'	08-07-2021 at 3.00 pm
Contact Official	Dr. Anup Prakash Upadhyay, CAO, IIFM, Bhopal
Contact address	Indian Institute of Forest Management, Post Box No. 357, Nehru Nagar, Bhopal, Madhya Pradesh, PIN-462003
Contact Phone numbers	+91-755-2775716, 2773719, 2766603, 2761731, 2775703
Contact email	cao@iifm.ac.in
Institute Website	<a href="http://www.iifm.ac.in">http://www.iifm.ac.in</a>

## **2. Terms of Reference (ToR)**

Narmada Landscape Restoration Project (NLRP) is an India Partnerships Program (IPP) jointly implemented by the Indian Institute of Forest Management (IIFM), Bhopal & Global Green Growth Institute (GGGI). NTPC & USAID Ltd are IPP resource partners providing matching contribution to the NLRP.

The four-year project, to be implemented during 2020 - 2024, seeks to improve quantity and quality of water in selected tributaries of river Narmada, i.e., between Omkareshwar and Maheshwar Dams in Khargone district, Madhya Pradesh through inclusive and sustainable landscape management interventions. By demonstrating the contributory relationship between sustainable landscape management practices in the upstream with quantity and quality of water resources in the downstream, the project results will encourage stakeholders to participate in enhanced ecosystem services through an incentivization mechanism developed by the project intervention.

The project has three main objectives:

- To develop capacities and provide incentives for sustainable landscape management for local communities in the upland watershed (north and south bank).
- To create awareness of the importance of ecosystem services and sustainable landscapes management.
- To develop an incentivization mechanism based on the landscape management practices

IIFM is hereby inviting NGOs/ CSOs to implement the field activities to be identified under NLRP as per the framework agreement. The services of NGOs/ CSOs will be required till the end of the project activities, i.e. year 2024.

The goal of the NLRP is to demonstrate and establish an incentivization mechanism for improved and sustainable ecosystem services, primarily water as an important ecosystem service from the protected catchments. The development hypothesis to achieve this goal is that sustainably managed forest and agriculture landscape practices in the upstream will have a positive impact on the ecosystem services like water resources in the downstream thereby encouraging the actors to participate in a mechanism to sustain the improved ecosystem services.

**Project Location:** NLRP will carry out field activities in selected villages, forest compartments and watersheds in Khargone district, M.P.

**Project Theory of Change and Logic Model:** The project objectives, targets and theory of change are depicted in the table and diagram below.

**Table 1: Project Objectives and Targets**

Objective	Indicator	Target
1. To develop capacities and provide incentives for sustainable landscape management by local communities in the upland watershed (north and south bank)	<p>1.1. Number of hectares of biologically significant areas showing improved biophysical conditions and natural resource management.</p> <p>1.2. Number of people receiving livelihood co-benefits (monetary or non-monetary) associated with the implementation of sustainable landscapes activities.</p>	<p>1.1.1. Restore up to 10,000 (ten thousand) hectares of the mixed landscape comprising of North Bank (predominantly forest) and South Bank (predominantly agricultural) landscape.</p> <p>1.2.1. Train at least 500 beneficiaries (inclusive of at least 150 women) including those from collectives/institutions like Joint Forest Management Committees (JFMCs), SHGs, FPOs, especially women, for livelihood related activities.</p> <p>1.2.2. Establish market links for at least 2 (two) farmer groups (50-100 farmers in each group) under horticulture and other certification schemes</p>
2. To create awareness of the importance of ecosystem services and sustainable landscapes management	2.1. Increase in awareness about sustainable landscape management and interdependency of upstream activities on downstream water resources.	<p>2.1.1. Develop at least 15 knowledge products for wide public dissemination.</p> <p>2.1.2. Exposure for at least 20 Government functionaries and public representatives to ecosystem services and sustainable landscape management.</p>
<b>3. To develop an incentivization mechanism based on sustainable landscape management practices</b>	3.1. Documentation describing the incentivization mechanism and associated scheme design submitted to and accepted by the sub-national government.	<p>3.1.1. 1 (One) Detailed Project Report (DPR) for accessing results-based payment developed.</p> <p>3.1.2. 1 (One) document for Incentivization mechanism developed.</p> <p>3.1.3. 1 (One) document scheme design developed.</p>

### **3. Scope of work:**

The Framework Agreement will include, but not be limited to the following activities:

#### 1. Project Implementation Plan

- Household survey, socio economic assessment including details of livelihoods, household income, gender roles etc. Generate awareness of the project activities and expected outcomes and benefits to the communities
- Development of water resource management plan (baseline data, mapping and field location of conservation structures, design, cost & estimation of the intervention & indicators for monitoring and evaluation and also mechanism to transfer the benefits to the community for their participation and generation of ecosystem services) implementation in the gram panchayats/ Forest & fringe villages to facilitate technical support for water conservation (agriculture, Forestry and runoff/ stream management)
- Identify local youth to become para-workers for the project. The para-workers will act as the primary liaison between the project and the beneficiaries and will be key drivers of sustainability of the project interventions
- Identify beneficiaries to begin field implementation and capacity building for the first year of the project implementation. Simultaneously, identify potential beneficiaries who may be willing to join the project in subsequent years.
- Identify collectives/beneficiaries to work with for the first year of the project activities. Simultaneously, identify potential collectives or beneficiaries willing to form collectives to work with in subsequent years.
- Support the Project Management Unit (PMU) with enumerators/surveyors for field validation of GIS analysis
- Monitor runoff (surface & base flow/ groundwater) levels through a network of stream cross sections, observation of wells, ponds, check dams and other structures
- Increased awareness, knowledge regarding promotion of soil & water conservation and water saving practices, ecosystem services to various groups viz. Farmers Groups, Self Help Groups, School Based Groups and Management Committees

The Development of Project Implementation Plan will culminate with socio-economic assessment report, resource mapping and value chain analysis.

The Water management plan will be the basis for implementation of landscape restoration project and the interested Organisation may participate accordingly in the project work.

**Component for EOI** may also be divided into Development Water Management plan for 10,000 ha; Implementation of the Water Management Plan; Implementation of Payment for Ecosystem Services; Capacity and Skill development programs.

#### 2. Collectives strengthening and livelihoods training

- Develop training modules for collectives strengthening and capacity building for enhanced livelihoods activities in line with the project's objectives.

- Support the PMU to develop an institution building/strengthening plan and capacity building plan
- Execute the plans according to targets set in each year.
- Support the PMU during monitoring, evaluation and learning to assess the effectiveness of the collectives strengthening and capacity building activities

The following activities are envisioned in the project, subject to field validation and needs assessment during the baseline phase:

- Farmers Producers Organization (FPO) formation and registration or FPO strengthening
- Self Help Group (SHG) formation, identification of economic activities and guiding document or SHG strengthening and livelihood enhancement
- Joint Forest Management Committees (JFMCs), revitalization, capacity & training, Biodiversity Management Committee (BMC) revitalization and strengthening for their participation in the project
- Alternate livelihood promotion in agrarian community such as livestock rearing, Bee keeping, farm and agroforestry, medicinal plantation, etc.
- Forest produces (NTFPs), harvesting and value addition and strengthening supply chain
- Precision farming and crop rotation etc.
- Non farming activities derived from the baseline survey and detailed project report
- Pastureland development, Agro-forestry, and Horticulture, etc.
- Organic farming and certification
- Marketing and value addition of agriculture produce and organic produce and products

### 3. Watershed activities and creation of NRM assets

- Train beneficiaries and para-workers on the importance of watershed activities
- Train beneficiaries on construction of requisite NRM assets as per the Water Catchment Management Plan developed by the PMU
- Construct NRM assets with the support of beneficiaries as per the planned timelines
- Train beneficiaries on maintenance and enhancement of assets and appropriate watershed activities

The following activities are envisioned under the project, subject to field validation and needs assessment during the baseline phase:

- Watershed activities (training)
- Climate and environmental smart cultivation
- Conceptual framework of Watershed and river rejuvenation (including field visit)
- Social outreach tools - PRA techniques (Theory and field test of techniques)



- Drainage pollution –cause and effect (including field visit)
  - Technical aspect of Catchment treatment and river rejuvenation (including field visit)
  - Refresher Technical aspect of Catchment treatment and river rejuvenation (including field visit)
  - Record keeping and accounting
  - Natural Resource management and drainage Pollution Risk Mapping (including field trial)
  - Refresher training
4. NRM asset creation, repair and/or maintenance
- Rainwater harvesting and groundwater augmentation (RWH structures, farm ponds, percolation tanks, stop dams, recharge trenches and shafts)
  - Drainage line treatment (gabions, gully plugging, rubble wall dams, stonewall check dams, etc.) and river revival
  - Soil and water conservation measures (contour bunds and trenches)
  - Afforestation and reforestation (assisted natural regeneration, maintenance of plantation sites, etc.)
  - Demonstration plots (farm bund management, agroforestry, organic farming, polyhouse sheds, precision agriculture, greywater use systems, NTFP harvesting system, smokeless Chulha (stove) and efficient fuel use methods, etc.)
5. Social audits and monitoring, evaluation, and learning (MEL)
- Conduct social audits to assess the effectiveness of field activities and report to the PMU
  - Support the PMU in sample collection and testing of water and soil parameters
  - Support the PMU to complete the end line evaluation of the project
6. Project film (video documentation): Shoot and collate videos and films that highlight the project's implementation, outputs, and achievements. This will be a key communication and outreach tool. The service provider will closely work with the project's communication agency/team to deliver this work.

The Framework Agreement involves executing field activities as per the project requirements identified in the Project Proposal and subsequently develop Project Implementation Plan based on baseline assessment. The selected executing agency will work under the supervision of the PMU and will report to the Chief of Party for the NLRP project.

In case the project implementation is delayed beyond the agreed timeline of the contract, a no-cost extension may be awarded by IIFM to the executing agency.

#### **4. Suggested Proposal and Methodology**

Considering the scope and activities of the Framework Agreement, the NGOs/CSOs desirous of applying need to provide the details of their work in the prescribed format of Annexure-I along with supporting proof/documents/certificates. It is very important to provide recent examples of work along with documentation proof that demonstrates the organization/ firm's technical proficiency in delivering required products and services under NLRP.

#### **5. Competence requirements and allocation**

The NGO/CSO should have:

- At least 6 years of experience in watershed resource assessment and water development plan; Government sponsored or CSR sponsored watershed implementation projects; livelihood enhancement, capacity building of the community and village Institutions. This includes:
  - developing education material for capacity building and institution strengthening
  - proven experience in community mobilization, organic cultivation, and forest landscape and JFMCs/ BMC management
  - Watershed resources assessment, village watershed community mobilization, development of detailed watershed project report, micro-plan development, village Watershed Committee capacity and skill development, promotion of SHG economic activity, etc.
  - Technical proposal for mechanical intervention, designing (technical specification), cost estimation and constructing NRM assets for restoration of local ecology and soil productivity
  - flexible resources (subject matter specialist in the organization working atleast a year or so in the organization) and continued on-field presence for the activities outlined above
  - previous community and local government interaction in project region is must
  - ability to respond to demands flexibly
  - ability to fluently converse in Hindi and the local dialects of the project region
  - experience in documentation (including video) of project outcome
  - experience in FPO and supply chain management
  - any other merit with respect to the project component

#### **6. Reporting Arrangements**

The NGO/ CSO will work with the PMU located in Barwaha, Madhya Pradesh and report to the Chief of Party of the project and to the Nodal person at IIFM, Bhopal. Such engagements should be coordinated closely with the PMU based in Barwaha. All work progress will be monitored primarily through monthly and quarterly review meetings with PMU and IIFM, Bhopal. The dates of review meetings will be finalized based on agreement of all the parties involved (IIFM, NLRP PMU and NGO/CSO partner). The monthly meeting will be held at NLRP office in Barwaha and quarterly meeting will be convened at IIFM, Bhopal.

##### 6 (a) Work execution criteria

- Yearly consolidated implementation report to be submitted before 25<sup>th</sup> December of every year.

- Monthly evaluation report should be submitted on the date of review meeting at IIFM.
- Weekly evaluation report should be submitted on the date of review meeting at PMU.

## **7. Evaluation of Technical Proposal**

<b>S. No</b>	<b>Particulars</b>	<b>Minimum Criteria</b>	<b>Max Marks</b>	<b>Evaluation Criteria</b>
1	Manpower (Provide detailed CV for each proposed staff)	1 Project coordinator	2	MBA/PGDFM/PGDRM or M.Sc./ M.Tech. -Forestry/Agriculture/ Earth science/ Water Resource Management from reputed organization like IRMA/IIFM/XIMB/XISS or Central and State University, including Forestry and Agriculture University with minimum 8 years' experience
2		1 NRM Specialist	2	Master's degree in Environment management/ natural resource management/ Community Management/ or related field with Minimum 5 years of working experience in rural development
3		1 Soil, Moisture Conservation and Water Harvesting Expert	2	Master's degree in earth science/ soil science/ water resources/ Agriculture science/ Forestry with minimum 5 years of experience in NRM or Watershed programs
4		1 Water conservation/ harvesting Structure & Design Expert	1	M.Tech./B.Tech. /B. E – Civil/Structural Design/Hydrology/ water resources with Minimum 5 years of experience
5		1 Forestry & Plantation Specialist	1	M.Sc./B.Sc./ Diploma Forestry or Plantation/ horticulture from reputed Institute/University with minimum experience of 3/5 years
6		1 Agriculture/ Cultivation Specialist	1	M.Sc./B.Sc. Agriculture or Cultivation from reputed Institute/University with minimum experience of 3/5 years
7		1 MIS Manager	1	Bachelor's degree in Statistics/Economics/Computer Application/Math from recognized university with minimum 2 years of experience in data management, MIS, and documentation in NRM or watershed programs

8		10 Field Executive	5	Minimum graduate with 1-2 years of experience in NRM or Watershed implementation program
9	Experience in organic agriculture value chain especially for wheat, cotton, chili, soybean, pulses and vegetables	6 years shown through MoUs, contracts, agreements, project/donor reports, certificates etc.	10	Proven experience of developing organic agriculture value chains with individual farmers and/or collectives is a must
10	Firms project and staff presence in Khargone continuously for the last 10 years -	6 years shown through MoUs, contracts, agreements, project/donor reports, certificates etc.	20	Experience of 6 years or more=20 marks, <6 years of experience =0 mark
11	Turnover of the firm (Average annual in last three financial years) 2017-18 to 2019-2020	Minimum turnover 2 Crore or above as per the audited financial reports	10	10 marks for 2 Crore, <2 crore turnover = 0 mark
12	Number of relevant/similar assignments in past 3 Years	2 Assignment_shown through MoUs, contracts, agreements, project/donor reports, certificates etc.	10	2 Assignments (minimum) = 10 marks
13	Firms experience of working on forest landscape management	2 Assignment_shown through MoUs, contracts, agreements, project/donor reports, certificates etc.	10	Proved experience of working with Forest Department on forest related livelihoods and Forest committees
14	FCRA Compliance	FCRA Registration Certificate	5	NGO/CSO should be compliant with the revised FCRA norms.
15	Strong government interface and liaison in Khargone	6 years shown through Government letters, Meeting Minutes, MoUs, contracts, agreements, project/donor reports, certificates etc.	10	Should have working relationship with District administration as well as with other line departments in Khargone district specially in Barwaha block
16	Gender participation	35%	10	Should have good representation of female staff in the proposed team. 35% = 10 marks. Less than 35=0

## **8. Evaluation Criteria and Method**

### **Selection Methodology**

A two-stage procedure shall be adopted in evaluating the proposals. The selection will be done using Quality cum Cost-Based Selection (QCBS) process. 70% weightage would be given to the technical evaluation and 30% weightage would be given to the financial bid.

#### **First Stage:**

- i. Technical proposal shall be opened first for all the NGOs/CSOs.
- ii. Thereafter, a technical evaluation shall be carried as per the evaluation parameters provided in the “Eligibility Criteria & Technical Evaluation” section.
- iii. The technical proposal scoring at least 50% marks shall be considered as “Qualified on Technical Parameters”. A proposal shall be rejected at the stage if it does not respond to important aspects of the RFP and particularly the terms of Reference or if it fails to achieve the minimum technical score of 50 marks.

#### **Second Stage**

- i. Financial proposals of only those NGO/CSO who have qualified on technical parameters (i.e., secured at least 50% or more marks on evaluation criteria shall be opened.
- ii. For evaluation of the proposals the Quality cum Cost Based (QCBS) process shall be followed as per the formula as under

Combined technical and Financial score (CTFS) =  $70 \times \text{marks scored in Technical evaluation} / 100 + 30 \times \text{Financial value of lowest bidder (L1)} / \text{Financial value of the bidder (L2, L3, L4...)}$ . The firm having highest score will be selected for the concerned group. The explanation of the CTSF is given below:

### **Financial Bid Evaluation and Determination of the Successful Bidder**

The Financial evaluation shall be carried out and financials bids of all the bidders shall be given 30% of weightage.

The bidder with the lowest bid price (L1) shall be assigned full 30 marks (i.e., 30 x 100) and his total scores of the bid shall be as per illustration 2 below

#### **Illustration 2**

If the bidder at Illustration 1 is L-1 Bidder and quoted Rs. 100/- for being L-1, then his total value shall be 78 i.e. (48 technical value + 30 Financial value)

The Financial scores of the other bidders (i.e., L-2, L-3... and so on) shall be computed as under and explained at illustration 3 below:

$30 \times \text{Lowest Value (L-1 Price)} / \text{Quoted Value (L-2 or L-3)}$

#### **Illustration 3**

If the Bidder at Illustration 1 is L-2 Bidder and he quoted Rs. 125, therefore 30% being the weighted value, the financial scores for L-2 shall be computed as under

$$30 \times 100 (\text{lowest price} - L1)/125 (\text{quoted price} - L2) + 24 (\text{financial score})$$

Therefore L-2 Bidder shall have total value of 72 (48 Technical Value + 24 Financial Value)

The Bidders ranking shall be arranged depending on the marks obtained by each of the bidder both in Technical Evaluation and Financial Evaluation.

- iii. In case CTSF of any two or more NGOs/CSOs are same for then the firm having higher technical marks will be selected. Further in case where two or more firm having same Technical marks then the firm having more year of existence will be selected.
- iv. In case where two or more NGOs/CSOs having same years of existence than the firm with higher turnover will be selected. However, the decision by IIFM, Bhopal management will be final.

## **9. Penalty, Termination of Contract, Payment Terms, Review Meetings and Jurisdiction**

### **Penalty clause**

If the successful bidder fails to complete the work and submit required reports and evidence within the given time, the penalty clause will be as under:

1. If Yearly consolidated implementation report is not submitted by 25th December, 5%” penalty on yearly budget will be imposed as fine for delay.
2. IIFM reserves all the rights for making any decision related to this clause. Decision of the Director, IIFM in this regard will be final and binding on both the parties.

### **Termination of Contract**

1. If the NGO/CSO partner fails to perform as per contract conditions and complete the assignment as per time schedule or found guilty of gross negligence, irregularity, laxity, or misconduct on part of the NGO/CSO partner personnel and where any misrepresentation or any fraud (which on the reasonable basis can be detected by the NGO/CSO partner during the audit) is detected by any other authority, the contract shall be terminated, and they will be informed for disciplinary action and NGO/CSO partner will be blacklisted. However before taking any such action firm will be given an opportunity to present their case by giving 15 days’ show cause notice.
2. In the event of gross negligence, irregularity, laxity, or misconduct on part of the NGO/CSO partner personnel and where any misrepresentation or any fraud (which on the reasonable basis can be detected by the NGO/CSO partner during the audit) is detected by any other authority, the contract shall be terminated, and they will be informed for disciplinary action and NGO/CSO partner will be blacklisted.

**Subletting:** The selected firm/organization/institution should conduct and carry out the jobs/activities as described in the tender/RFP document requires to be followed strictly. No subletting will be allowed by the selected NGO/CSO partner to some other NGO/CSO.

## **Terms of Payment**

1. The terms of payment will be based on mutually decided terms and agreements after the selection of NGO/CSO partner and activities and tasks are finalized based on the Baseline assessment and Detailed project report
2. The NGO/CSO partners need to outline the broad categories of cost incurred during the submission of the proposal document based on the scope of work and their understanding of the project base on the available project documents
3. The payment will be on half yearly basis and the same can be received on submission of Monthly, Quarterly and Half yearly progress data and reports. To receive the funds, the agency/firm/institution needs to raise invoice with IIFM along with bills and certificates

## **Evaluation**

An evaluation committee shall be formed which will be evaluating the proposals. IIFM will form the committee and could include representation from GGGI for the evaluation purposes. The committee will also recommend required proceedings if any while bidding and award.

## **Dispute Resolution**

- i. In case of dispute related to technical and financial implications, the matter shall be decided by the Director of IIFM, Bhopal and his/ her decision will be final.
- ii. In all other cases of dispute, the matter will be referred to the Director, IIFM for final decision
- iii. **Legal Jurisdiction**  
All legal disputes between the parties shall be subject to the jurisdiction of the competent courts situated in Bhopal, Madhya Pradesh only.

## **Review and meeting with NGO/CSO partner**

A meeting of concerning NGO/CSO at IIFM, Bhopal will be convened quarterly, and Monthly meetings will be held at GGGI Project Office in Barwaha to review the progress and planning of activities as per the schedule and requirement for which no remuneration will be claimed separately.

## **Notice:**

Any notice, request or consent required or permission to be given or made pursuant to this contract shall be in writing. Any such notice, request, or consent shall be deemed to have been given or made delivered in person to an authorized representative of the party to whom the communication is addressed, or when sent to such party at the address mentioned in the project specific contract/Agreement.

## Annexure I: Bid Format

### I. General

Organization desirous of participating in the Narmada Landscape Restoration Project (NLRP) as executing entities are required to furnish the following information:

1. Name of NGO/CSO:
2. Legal Status:
  - i. Whether Trust or Society:
  - ii. Trust Registration Number:
  - iii. Society Registration Number:
  - iv. Date of Registration of Trust \_\_\_\_\_, Place \_\_\_\_\_

Note: Please enclose a copy of Registration Certificates and copy of Memorandum of Association / Trust Deed and Rules and Regulations.

3. F.C.R.A. Registration Number: \_\_\_\_\_  
Note: Please enclose a copy of the latest certificate.

4. Office Address:
  - i. Registered Address of Head Office:
  - ii. Address of Sub-Branchees/Centers in Madhya Pradesh, especially in Khargone:

5. Other Details:
  - i. Name and designation of the Chief Functionary or contact person:
  - ii. Address for regular correspondence:
  - iii. Telephone number (Office and Residence):
  - iv. Fax number:

6. Office bearers of Organisation/Trust/Society: Please enclose list of office bearers in the following format.

Sr. No.	Name	Designation	Age	Occupation	Since when associated with Organisation
1	2	3	4	5	6

7. Organisation Structure: Please indicate the departments, their responsibilities, and the authority structure/hierarchy (line of command).

8. Manpower: Please enclose information in the following format  
(a) Honorary workers (Provide detailed CVs)

Sr. No.	Name	Designation	Age	Occupation	Qualification		Since associated with Organisation
					Educational	Experience	



						(yrs.)	
1	2	3	4	5	6		7

(b) Paid workers (Provide detailed CVs)

Sr. No.	Name	Designation	Age	Qualification		Since when associated with Organisation
				Educational	Experience (yrs.)	
1	2	3	4	5		6

9. Equipment and infrastructure: Please enclose information in the following format

i) Fixed assets (capital)

Sr.No.	Type	Number	When purchased
1	2	3	4

ii) Equipment

Sr.No.	Name of Equipment	When purchased
1	2	3

10. Funding sources: Please state names and address of funding agencies in the last 6 years.

11. Projects handled in past/on-going: Please enclose information in the following format. Provide evidence through MoUs, contracts, agreements, approved project/donor reports, certificates, etc.

Sr. No.	Name of Project and location	No. of beneficiaries	Amount involved	Year of start of implementation	Year of Completion if applicable	Funding sources
1	2	3	4	5	6	7

12. Largest project handled:

Comment briefly on the largest water related project (financially or manpower wise) handled so far, indicating specifically difficulties experienced in the project and any other salient experiences. Provide evidence through MoUs, contracts, agreements, project/donor reports, certificates, etc.

13. Relationship with Government Departments:

i. Please indicate if you have implemented any Government programs in the past especially in

Madhya Pradesh. If yes, please indicate description of the project and amount involved.

ii. Please describe what Government programs/schemes are being implemented presently by

You, especially in Madhya Pradesh. Please state amount (Rs.) involved.

iii. Please also indicate your engagement with Forest Department and Rural Development

Officials in Madhya Pradesh, especially in Khargone district, if any.

14. Water and Land Management: Please tick and fill in the relevant information wherever applicable.

Our NGO/CSO has been working in the past in the following fields and the project impact achieved so far are:

- a. Afforestation -
- b. Pasture development -
- c. Horticulture -
- d. Agriculture: Organic Agriculture and related market linkages
- e. (i) Soil and moisture conservation: We have done the following:
  - i. Farm bunding
  - ii. Contour trenching and bunding
  - iii. Gully plugging
  - iv. Contour trenching
  - v. Land levelling
  - vi. Any other (indicate name of the structures) -
- (ii) Water Conservation/ harvesting: We have done the following:
  - i. Nala bunds
  - ii. Check dams
  - iii. K.T.Weirs
  - iv. Percolation Tank
  - v. Any other (indicate name of the structures)
- f. Development of water resources, watershed and landscape treatment plan, detailed project report (DPR), including river restoration programs
- g. Collective Formation and strengthening:
- h. Capacity Building Activities (training document, training conducted and benefit documentation if any):
- i. Supply Chain management
- j. Community mobilization and village Institution and promotion of economic activity

15. Developmental Approach

- i. Which area/disciplines you prefer to work in?
- ii. How do you choose a village to work in?
- iii. How do you approach a new village?
- iv. What programs do you introduce initially?

16. Please enclose copies of the following:

- i. Audited financial statement for the past 3 years.
- ii. Annual reports, if available.
- iii. Evaluation reports, if available.
- iv. Any other literature, if available.

## II. Technical Bid Format

	Whether essential requirements as laid down in Para 5 meet?	Yes/No	
S. No	Particulars	Minimum Criteria	Max Marks
1	Manpower (Provide detailed CV for each proposed staff)	1 Project coordinator	2
2		1 NRM Specialist	2
3		1 Soil, Moisture Conservation and Water Harvesting Expert	2
4		1 Water conservation/harvesting Structure & Design Expert	1
5		1 Forestry & Plantation Specialist	1
6		1 Agriculture/ Cultivation Specialist	1
7		1 MIS Manager	1
8		10 Field Executive	5
9	Experience in water resources project planning, including development of site specific treatment plan for water resources conservation and augmentation	Document showing the number of projects developed and implemented in similar type of agro climatic regions	10 (5 marks for less than 3 projects; 8 marks for 5-7 projects; 10 marks if it is more than 7 projects)
9	Experience in organic agriculture value chain especially for wheat, cotton, chili, soybean, pulses and vegetables	6 years shown through MoUs, contracts, agreements, project/donor reports, certificates etc.	10 (Less than 6 years- 0 7 years-2 8 years-4 9 years-6 10 years-8 More than 10 years-10)
10	Firms project and staff presence in Khargone continuously for the last 10 years -	6 years shown through MoUs, contracts, agreements, project/donor reports, certificates etc.	10 (5 marks if it is 4-5 years; 7 marks if it is between 5-7 years and 10 marks if it is more than 7 years)
11	Turnover of the firm (Average annual in last three financial years) 2017-18 to 2019-2020	Minimum turnover 2 Crore or above as per the audited financial reports	10

12	Number of relevant/similar assignments in past 3 Years	2 Assignment_shown through MoUs, contracts, agreements, project/ donor reports, certificates etc.	10
13	Firms experience of working on forest landscape management	2 Assignment_shown through MoUs, contracts, agreements, project/ donor reports, certificates etc.	10
14	FCRA Compliance	FCRA Registration Certificate	5
15	Strong government interface and liaison in Khargone	6 years shown through Government letters, Meeting Minutes, MoUs, contracts, agreements, project/donor reports, certificates etc.	10
16	Gender participation	35%	10 (Less than 35% women-0 marks 35-38%-2 39-42%-4 43-46%-6 47-49%-8 50%-10 marks)

### III. Financial Bid Format

Envisaged Activities	Approximate quantum of works	Cost per Unit (INR)	Year of implementation & cost				Total Cost (INR)
			Year 1	Year 2	Year 3	Year 4	
<b>I. Development of Treatment plan (DPR) at MWS scale</b>	10000 ha area						
<b>II. Landscape Treatment Activities</b>							
<b>A. Rainwater harvesting and groundwater augmentation measures:</b> Construction or renovation of Farm ponds/ lakes; Percolation tanks; Stop dams; Recharge pits/ trenches etc.	Approximate treatable area 2300 ha						
<b>B. Drainage line treatment and run off control structures:</b> Gully plugging, etc.; Dry stone wall check dams; Rubble wall/bank erosion control	1500 mtr nala sections (scattered)						
<b>C. Soil and Moisture conservation measures:</b> Continuous contour trenches/staggered trenches; Soak pits/ trench, etc.	830 ha treatable area						
<b>D. Afforestation and Reforestation</b> Assisted & aided Natural Regeneration; Protection and Maintenance (post plantation), etc.	1800 ha treatable forest area						
<b>III. Demonstration works/ activities</b>							
i. NTFP Harvesting Demonstration	10 spots						
ii. Agroforestry and farm forestry demos	2-3 ha distributed in different villages						
iii. Organic cultivation (including	In 7-8 villages						

vermicomposting and organic manuring)							
iv. Poly-house/ sheds (Naturally Ventilated System)	Approximately 500-1000 sq. meters						
v. Precision agriculture	7-8 villages						
vi. Kitchen garden, greywater re-use	7-8 villages						
<b>IV. Management Related cost</b>							
Personnel							
Travel							
Overheads/Administrative							

(Signature)

Name:

Address