

North East Livelihood Promotion Society

Ministry of DoNER, Govt. of India,
House No. 2, Near Nayantara
Six Mile, G.S Road, Guwahati – 781022,

No. PD/NERLP/2012-13/159

Dated: 28/05/2013

REQUEST FOR EXPRESSIONS OF INTEREST

Country : **India**
Name of the Project : **North East Rural Livelihoods Project**
Credit No. : 5035 N
Assignment Title : **Comprehensive Study on Market Demand of Skills, Scope of Placement and Training Need Analysis of youth of Project Villages of NERLP District.**

Reference No. : RPMU/C/28

The Government of India has received financing from the World Bank toward the cost of the **North East Rural Livelihoods Project** and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include Comprehensive Study on Market Demand of Skills, Scope of Placement and Training Need Analysis of youth of Project Villages of NERLP District. This study has been planned to identify the market demand of existing and emerging skills and scope of placement in the state and region. The training needs of the youth required for enhancement of the skill also needs to be identified and this should be an integral part of the skill building plan which to be developed.

The North East Rural Livelihoods Project now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services and a certificate of self-attested by the head of the institution/firm stating that the agency has not been black listed by any Government/Donor Agency/partner organization etc in the past. The shortlisting criteria are:

- The agency should be a registered body under the relevant state law and is active and operational continuously at least for the last 3 years on the date of application in carrying out similar types of studies or giving similar training programmes on skill building with an average annual turnover/budget of over 10-15 lakh in the past three years.
- The agency should have professionals with good qualifications and experiences in the Skill Development and Placement with high level of competencies to handle tasks and responsibilities. Persons should be familiar in the North East Region in skills transfers programme and training.

The parameters for shortlisting have been indicated at Appendix – II.

The attention of interested Consulting firm is drawn to paragraph 1.9 of the World Bank’s Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers , January 2011, setting forth the World Bank’s policy on conflict of interest.

Consultants/Firm may associate with other firms in the form of a joint venture or a sub consultancy to enhance their qualifications. Consultant/s will be selected in accordance with the Quality Based Selection (QBS) method set out in the Consultant Guidelines- Selection and Employment of Consultants by under IBRD Loans and IDA

Credits & Grants by World Bank Borrowers (published by the Bank in January, 2011). Further information can be obtained at the address below during office hours from **0930 to 1730 hours**.

Expressions of interest as per Appendix -I must be delivered in a written form to the address below (in person, or by registered mail, or by fax, or by e-mail) by Date: **20/06/2013**.

Project Director
Regional Project Management Unit
North East Rural Livelihoods Project
House No: 2, Near Nayantara,
G.S.Road, Guwahati-22
Tel: 0361-2331233/Fax: 0361-2331277
E-mail: nerlpdoner@gmail.com
Website: www.nerlp.gov.in

Appendix 1
Format for Expression of Interest (Eoi)

Sl. No.	Particulars	Details
1.	Name of the organization	
2.	Address of registered office	
3.	Address of local/district office	
4.	Contact details	
5.	Name of Contact person	
6.	Designation	
7.	Telephone	
8.	Fax	
9.	Email	
10.	Website	
11.	Registration details (number and date) of the Organisation	
12.	Income tax registration and PAN no. details of the Organisation	
13	Annual turnover for last 3 years (2009-10, 2010-11 and 2011-12)	
14	Status of Audited statement (Yes/No) of 2009-10, 2010-11 and 2011-12 (please submit only the sheet of Balance Sheet and Income – Expenditure Statement)	
15.	Number of years of experience in skill development studies or subjects related to skill training in the region.	
16	Name of similar studies related to Skill Development and Placement that has been completed and being successfully implemented (PI give in details in separate sheet about project area, key objectives, donor agencies, total funding, duration, target group and key outcome)	
17	Name of Training Programme related to Skill Development and Placement that has been successfully conducted (PI give in details in separate sheet	

	about project area, key objectives, donor agencies, total funding, duration, target group and key outcome)	
18	Name and type of Organizations (Govt. Semi Govt., Corporate, Non Govt.) where the agency provide services for last 3 years	
19	Name and type of Organization for whom the agency is currently providing services for Skill development Studies / Training etc.	
20	Number of employees with professional field experiences	
21.	Full time, Professional manpower the Organization is having with detail description of CV in a paragraph (in separate sheet)	
	i.	
	ii.	
	iii.	
	iv	
	v.	
	vi	
	vii	
	viii	
	ix	
	x	
22	Key Persons to be involved in the study from the Organization with detail description of CV in a paragraph (in separate sheet)	
	i.	
	ii.	
	iii.	
	iv	
	v.	
23	Key Persons to be involved in the study to be hired (if any) with detail description of CV in a paragraph (in separate sheet)	
	i.	
	ii.	
	iii.	
	iv	
	v.	
24	A short note of about 500-1000 words on why the Agency thinks it is suitable to conduct the consultancy services.	

Appendix II

The shortlisting of the Consultants/firm will be guided by the following criteria:

1. Experiences

- Number of years of experiences in the area of Skill Development and Placement works (studies, training etc.)
- Number and Type of similar Skill Development Studies that has been completed and being successfully implemented
- Number and Type of similar Skill Development Training that has been completed and being successfully implemented

2. Organizational Competency – Networking

- Name and type of Organizations (Govt. Semi Govt., Corporate, Non Govt.) where the agency provides services for last 3 years
- Name and type of Organization for whom the agency is currently providing services for Skill Development Studies and Trainings

3. Organizational Competency – Human Resource

- Full time professionals organization have
- Panel of experts (Full time and Part time) exists with the organization that suits the need of the Study

4. Annual Turn Over

- Average Annual turn over
- Status of Audited statement

5. Legal Matters

- Status of registration under relevant law
- Any issue of blacklisting of the Agency by government (Union and/or State), Ministry/Department/ Organization/NABARD/CAPART/Multinational donor agency/etc. or any other donor/partner organization in the past.
- Even though not blacklisted, any legal action/proceedings faced in the last years.
