

# 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/2012-13/167

Dated: 03/09/2013.

## REQUEST FOR EXPRESSIONS OF INTEREST

**Country** : **India.**  
**Name of the Project** : **North East Rural Livelihoods Project.**  
**Credit No./ Grant No.** : 5035 N  
**Assignment Title** : Hiring of NGO as Project Facilitation Teams (PFTs) for management of project activities at block level in project districts of Mizoram, Nagaland, Sikkim and Tripura.  
**Reference No.** : RPMU/C/23

The North East Livelihood Promotion Society under Ministry of DoNER, Government of India intends to hire NGOs/ (consultants) to provide support services for North East Rural Livelihoods Project funded by World Bank.

The hired NGOs will act as Project Facilitation Teams (PFTs) for management of project activities at block level in two selected project districts of Mizoram. The PFT will be responsible for operationalising of all activities in the targeted villages such as Community Mobilization-Village Awareness Programme, Village Entry Point Activities, Participatory Rural Appraisal; formation and nurturing of Community Based Organizations (CBOs) like Self Help Group(SHG),Community Development Group(CDG) and Youth Group and their Capacity Building ; Rapport Building, IEC Campaign; facilitating the preparation of Livelihood Plans and Community Development Plans; linkage with Financial Institutions , Technical Institutions, Partner Agencies and markets; linking with line departments for convergence and Skill Development and Placement for unemployed youth. The list of blocks may be seen at Annexure-I.

Interested NGOs/ Consultants are requested to submit Expression of Interest for providing the services. They should also provide details information as per the Format at Appendix-I and a certificate self-attested by the head of the institution stating that the agency has not been black listed by any Government institution. The short listing criteria have been indicated at Annexure-II. Shortlisting will be carried out separately for each block and one NGO may be shortlisted for more than one block. NGOs/Consultants are required to indicate the name of the block/ blocks of their interest.

Consultants may associate with other firms in the form of a joint venture or a sub consultancy to enhance their qualifications. NGOs/Consultants will be selected in accordance with the CQS (Selection Based on Consultants' Qualifications) method set out in the Consultant Guidelines- Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers (published by the Bank in January, 2011). Detail information can also be obtained from the office during office hours **0930 to 1730 hours**.

Expressions of Interest must reach this office on or before **18/09/2013**.

**Project Director,**  
Regional Project Management Unit  
North East Rural Livelihoods Project  
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**Appendix 1**  
**Format for Expression of Interest (EoI)**

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.	Number of years of experience (in the State/District)		
14.	Number of offices (in the State/District) with address		
15.	Number of employees with professional field experiences		
16.	Full time, Professional manpower		Men _____ ; Women _____
17.	Full time, Non- professional manpower		Men _____ ; Women _____
18.	Please provide the following: <ul style="list-style-type: none"> <li>• Copy of the Registration Certificate</li> <li>• Copies of certifications/testimonies, if any, of past work done by the NGO</li> <li>• Impact Studies or evaluation of the NGO's work in the recent past by an external NGO, if any</li> <li>• Number of Newspaper reports of the work of the NGO in the recent past, if any</li> <li>• Details of qualification, experiences and key competencies of professional and non-professional staff of the NGO.</li> <li>• Audit Report for the past 3(three) years</li> </ul>		
19.	(a) List of major projects carried out by the organization in the past three years, including in the North East region (in the District and nearby districts) <ol style="list-style-type: none"> <li>1. Geographic location of projects (districts/talukas)</li> <li>2. Project awarded by</li> <li>3. Total funding received/utilized for each project</li> <li>4. Key objectives of the projects</li> <li>5. Duration of the project and key activities undertaken</li> <li>6. Key outcome achieved</li> <li>7. Focus groups (rural/tribal/women etc.)</li> </ol> (b) Mention in brief about experience of working in SGSY/etc. projects.		
20.	Data on Self Help Groups promoted by the organisation for the past three years <ol style="list-style-type: none"> <li>1. No of SHGs functioning, no of Women's SHGs</li> <li>2. No of federations (village /sub-block/Block level)</li> <li>3. No of SHGs that have had at least one round of bank linkage for loan.</li> <li>4. Cumulative amount of bank loan mobilized in last three years.</li> </ol>		
22.	Data on SHG federations (including Village Organisations/Clusters) that have become self reliant, who do not receive day-to-day support from the organisation		
	Number of Federation	No of SHGs	No of members Functions performed

21.	Submit a write up on the Agency, its evolution, founding philosophy, values, beliefs, vision, mission, approaches and strategies, activities, major achievements and plans for future.		
22	Please indicate the willingness of the Agency to undertake Services in the following block/s:		
	State/s	District/s	Block/s

**Annexure-I**

**List of the PFTs proposed (Mizoram, Nagaland, Sikkim and Tripura)**

<b>State</b>	<b>District</b>	<b>Nos. of Blocks</b>	<b>Blocks</b>
Mizoram	Aizawl	3	Phullen, Darlawn, Tlangnuam
	Lunglei	2	Bunghmun, Lunglei,
Nagaland	Peren	1	Jalukie
	Tuensang	8	Longkhim, Chare, Noksen, Sangsangyu, Shamator, Chessore, Noklak, Thonoknyu
Sikkim	South	6	Namchi, Namthang, Ravongla, Yangang, Temi- Tarku, Sumbuk,
	West	4	Soreng, Yuksom, Dentam, Daramdin
Tripura	West	6	Dukli, Mohanpur, Jirania, Mandwai, Lefunga, Hazemara.
	North	8	Kadamtala, Panisagar, Dhamchhara, Dasda, Yubarajnar. Jampuihill, Laljuri, Kolacherra.

**Short listing criteria**

1. NGOs experience of working in the relevant field
  - Number of years.
  - Relevance of field dealing with.
  - Type of project implemented.
2. Geographical area covered under State/ District / Block.
  - a. Proven presence in project district (viz. office establishment, project implementation)
3. Number of full time professionals/academic background in the NGO.
4. Total Annual turnover for last 3 years.
5. Data on SHG promoted by the NGO for last 3 (three) years.
  - Number of SHGs promoted year wise.
  - Number of Federations.
  - Number of SHGs that have atleast one round of bank linkage for loan.
  - Cumulative amount of Bank loan in last three years.