

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/2011-12/98

Dated: 05/01/2013

REQUEST FOR EXPRESSIONS OF INTEREST

Country : **India**
Name of the Project : **North East Rural Livelihoods Project**
Loan No./Credit No./ Grant No. : 5035 N
Assignment Title : Development of Management Information System for NERLP.
Reference No. : RPMU/C/31

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 **Development of MIS for NERLP**. This is intended to ensure participation of all key stakeholders, develop application in modular manner and implement a comprehensive computerized “Management Information System” (MIS) product for NERLP, which is cost effective, user friendly and functional and which responds to the needs for improved Project component planning, implementation and management. The objective is to help track and manage project activities in a manner that provides the right information to the right set of people at the right time to enable adaptive project management and decision support for the entire period (5 Years) of the project and beyond.

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 self-attested by the head of the institution stating that the agency has not been black listed by any Government institution. The shortlisting criteria are:

- The agency/firm should have 5 years of experience in designing, developing, capacity building, data analysis and supporting implementation of a computerized and web-enabled MIS system in WB/Externally Supported/Similar projects.
- The agency or individual agencies (in case of association) must have considerable experience in design and operationalization of MIS system in similar projects with a minimum turnover of INR 50.00 lakh (5 million) for the last three consecutive financial years.
- The agency must have appropriate professional and technical team with high level of competencies to handle tasks and responsibilities.
- The agency preferably should have an ISO 9001 and/or at least CMM Level-4 Certification.

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

The attention of interested Consultants 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 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 LCS (Least Cost Selection) 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: **21/01/2013**.

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	
15.	Number of years of experience in design and operationalization of MIS	
16	Name of similar MIS that has been completed and being successfully implemented	
17	Name and type of Organizations (Govt. Semi Govt., Corporate, Non Govt.) where the agency provide services for last 5 years	

18	Name and type of Organization for whom the agency is currently providing services for MIS	
19	Agency whether having certification for any quality management system	
20	Number of employees with professional field experiences	
21.	Full time, Professional manpower with detail description of CV in a paragraph (in separate sheet)	
	i.	
	ii.	
	iii.	
	iv	
	v.	
	vi	
	vii	
	viii	
	ix	
	x	
22	Full time, Technical manpower with detail description of CV in a paragraph (in separate sheet)	
	i.	
	ii.	
	iii.	
	iv	
	v.	
23	Panel of experts that may be hired by the organization that suits the need of the assignment with detail description of CV in a paragraph (in separate sheet)	
	i.	
	ii.	
	iii.	
	iv	
	v.	
	vi	
	vii	
	viii	
	ix	
	x	

Appendix II

The shortlisting of the Consultant will be guided by the following criteria:

1. Years of Experience

- Number of years of experiences in design and operationalization of MIS
- Number of similar MIS 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 provide services for last 5 years
- Name and type of Organization for whom the agency is currently providing services for MIS
- Agency whether having certification for any quality management system

3. Organizational Competency – Human Resource

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

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.