



Government of Bihar  
BIHAR RURAL LIVELIHOODS PROMOTION SOCIETY  
(State Rural Livelihoods Mission)  
1<sup>st</sup> Floor, Annex-II, Vidyut Bhawan, Bailey Road, Patna  
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**REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTING SERVICES– FIRM SELECTION)  
Hiring of Agency for “Process Monitoring”**

**INDIA**

**Bihar Transformative Development Project (BTDP)**

**Project No.: P159576**

Assignment Title: **Hiring an agency for Process Monitoring of BRLPS under BTDP**

Reference No. : BRLPS/Proj-M&E/1497/19

The Government of Bihar has applied for financing from the World Bank towards the cost of Bihar Transformative Development Project (BTDP) and intends to apply part of the proceeds for consulting services. The BTDP project will be implemented through Bihar Rural Livelihoods Promotion Society (BRLPS) for a period of 6 years. It is expected to cover around 60 lakh poor families spread over 300 blocks across 32 districts of Bihar under the project.

Under the 3-tier Community Managed Institutional Structure, the project has mobilized 96,00,000 HHs into 8,25,000 SHGs, federated these SHGs in 52,200 Village Organizations and 800 Cluster level federations.

There is a need for responsive and adaptive monitoring systems to support the project management team and other stakeholders in developing understanding on how and through what processes inputs get converted into outputs; what issues are critical in that conversion process and what action is necessary to increase the effectiveness of the project interventions.

In pursuance to this, BRLPS intends to hire an Agency for “**Process Monitoring of BRLPS under BTDP**”. The Agency or the association of agencies will submit proposal in the closed envelope which will bear the name of the assignment for which EOI is being submitted.

The broad scope of work will be to:

- Capture the processes followed to bring the change due to the intervention.
- Quarterly report of the Interventions/ Business process.
- Develop 25 cases per quarter of best practices/processes and the changes occurred at the HH level.

The main assignment will be for a period of 03 years, which is subject to extension and is open for both individual firm as well as association of agencies. Interested agencies/association of agencies\* must provide the information's substantiating that they are qualified to perform the services including- organizational profile/brochures, structure of the firm/organization, Name, address (Local & Nodal), facsimile number and email/website link of the Agency. Following are the eligibility criteria:

- a. Detailed descriptions of similar assignments carried out by Agency in last three years.
- b. Availability of appropriate Professional team with high level of competencies to handle tasks & responsibilities.
- c. Detailed description in the capacity building (only more than 200 persons training to be mentioned)
- d. Intended Agency should have Annual Average Turnover of Rs 08 Crore or more in the last three financial years. Audited financial statements of the last three years should be attached.

A Consultant will be selected in accordance with the QCBS method set out in The World Bank Consultant Guidelines. Further information can be obtained at the address below during office hours from 10.00 AM to 05.00 PM.

Expressions of interest for providing consultancy services should be delivered in sealed envelope clearly marked “**Expressions of Interest**” “**Process Monitoring of BRLPS under BTDP**” along with a soft copy (MS word format only) in a CD/DVD/Pen Drive along with all necessary supporting documents to the address below in person within 21 days from the date of advertisement in newspaper on or before 16:00 Hrs.

**Bihar Rural Livelihoods Promotion Society**

Attn: Chief Executive Officer-cum-Mission Director  
3<sup>rd</sup> Floor, Annexe-II, Vidyut Bhawan, Bailey Road,  
Patna – 800 021, Bihar, India  
Tel: 91-612-2504980;  
Fax: 91-612-2504960  
E-mail: [proc.sp@brlps.in](mailto:proc.sp@brlps.in)

*\*Interested agencies/ association of agencies can only apply either of the assignments i.e. **Hiring an agency for Process Monitoring of BRLPS under BTDP** or **Hiring an agency for Process Monitoring of BRLPS under NRLM** not in both.*

**(B. K. Pathak)**  
Officer on Special Duty

**Tabular format for Short listing**

<b>SN</b>	<b>Particular</b>				<b>Maximum Shortlisting Score</b>
1.	Brief profile of the Agency <i>(supporting document should be attached)</i>				NA
2.	Similar Assignments - Details to be furnished here for marking purpose. <i>(supporting document should be attached).</i>				60
a.	1-2 assignments completed successfully		10 Numbers		
b.	3-4 assignments completed successfully		30 Numbers		
c.	5-6 assignments completed successfully		50 Numbers		
d.	More than 6 assignment completed successfully		60 Numbers		
<b>SN</b>	<b>Name of assignment</b>	<b>Name of Client</b>	<b>Cost of assignment (Rs.)</b>	<b>Period of assignment</b>	<b>Subject</b>
a.					
b.					
c.					
d.					
e.					
f.					
g.					
h.					
3.	<b>Average Annual Turnover (AAT)</b>		<b>Years</b>	<b>Amount (Rs)</b>	15
	Intended Agency should have Minimum Annual Average Turnover of Rs 08 Cr. or more during the last three financial years (2017-18, 2016-17 and 2015-16). <i>Audited financial statements of the above three years should be attached.</i> a) 08 Cr.- 10 Cr. - 10 Numbers b) Above 10 Cr. - 15 Numbers		2015-16		
			2016-17		
			2017-18		
			Average		
			Total		
4.	Total Manpower strength of the agency. a) 25-50 Manpower - 05 Numbers b) Above 50 Manpower - 10 Numbers <i>(Attached list of employees with undertaking).</i>		Nos		10
	Number of Key professional with the agency. <i>(Attached list of key professionals with undertaking).</i>		Nos		
5.	No of Person Trained in a single assignment (only more than 200 persons training to be mentioned) <i>(supporting document should be attached)</i>		Nos		15
6.	Address of Head & local office with phone & e-mail id.				NA
Total					100

Short listing will be made on above Information only. Attach supporting documents with this format.

- **Similar means:** Experience in Process/ concurrent monitoring/research/large scale HH survey.
- **Association of Agencies:** The Association of Agencies who have a joint venture or a sub consultancy agreement to complement their respective area of expertise ,strengthen the technical responsiveness of their proposal and make available pool of experts.

**Signature of Authorized Representative**

**Seal of the Agency**