

Expression of Interest (EoI)

for

Project Completion Review and Report (PCR) of MPoWeR Project

Invitation for Expression of Interest (EoI) for empanelment of agency for Conducting Project Completion Review and Report (PCR) for Mitigating Poverty in Western Rajasthan (MPoWeR)

BACKGROUND

Centre for microFinance (CmF), Jaipur (www.cmfracj.org) is a resource organization working in Rajasthan since 2007 to catalyse the growth of community based microfinance and livelihoods sector in the state. It works with multiple stakeholders such as government programs, non-government organizations (NGOs), banks, community organizations (especially Self-Help Groups and SHG Federations) and donors to enhance the quality of life of the poor in Rajasthan. CmF is also the nodal agency of the Tata Trusts (www.tatatrusters.org) for Rajasthan and is responsible for quality implementation of Tata Trusts' supported projects under their Sakh-Se-Vikas (SSV) initiative. The Tata Trusts and Dept. of Rural Development and Panchayati Raj, Govt. of Rajasthan signed an MoU in September 2008 wherein CmF was appointed as the nodal agency of the Trusts for the MPoWeR to provide technical and knowledge support to MPoWeR.

The Department of Rural Development and Panchayati Raj, GoR has been implementing the Mitigating Poverty in Western Rajasthan (MPoWeR) in the six western districts of Rajasthan. The project was funded by IFAD, Tata Trusts, GoR and the beneficiaries. The project completion is due by Dec 2017. In this respect, on behalf of MPoWeR, CmF is inviting proposals for Conducting Project Completion Review and Report (PCR) in accordance with the ToR. The duration of the consulting services will be about TWO calendar months and the services are expected to be performed by a team of experts and specialists.

ABOUT THE ASSIGNMENT

Particulars	Details
Project Title	Conducting Project Completion Review and Report (PCR) for MPoWeR Project
Project Duration	Two Months (January to March 2018)
Overall Goal of the Impact Assessment Study	The overall objective of the project completion review is to assess and document overall project implementation performance and the results achieved, for both accountability and learning purposes. The process calls for an informed reflection on the relevance, effectiveness, efficiency and sustainability of project interventions. <i>A Detailed ToR of Impact Assessment Study can be downloaded from here.</i>
Expected Areas to be covered in the Study	The detailed objectives of the project completion review are to: (i) assess the relevance of project interventions at the time of project design and at PCR; (ii) assess the effectiveness of project implementation, or the extent to which project objectives were met, and to document the immediate results and impacts of project interventions; (iii) review the project costs and benefits; and the efficiency of the overall project implementation process, including IFAD's and partners' performance;

	<ul style="list-style-type: none"> (iv) assess the prospects of sustainability of project benefits beyond project completion; (v) generate useful lessons from implementation that will help improve IFAD's or the GoR's future programming and designs; (vi) identify potential for the replication or scaling up of project best practices and encourage cross regional learning.
Methodology	The methodology will involve the use of a mix of both <i>quantitative and qualitative tools</i> in order to form informed judgments on overall project performance and results.
List of Deliverables	(i) The Consultants will prepare a Project Completion Review (PCR) report following the outline presented in IFAD's Project Completion Review Guidelines as in Annex.
Major scope of work for the Agency	<ul style="list-style-type: none"> (i) Develop the tools and plan for field visits for interviewing key informants, Group discussion specifically to document the details. (ii) Assess the extent to which project objectives were consistent with the priorities of the rural poor and their perception of their needs and potential; with the priorities and poverty alleviation policies and strategies of the country; and with IFAD's mandate and policies; (iii) Assess the extent to which the project's specific objectives were achieved in both quantitative and qualitative terms. (iv) Assess how economically project inputs and resources (funds, expertise, time, etc.) were converted into results. (v) Assess and present the impact of project interventions in quantitative and qualitative terms, using the standard IFAD's impact domain classification. (vi) Assess the Gender equity and women empowerment and changes in gender roles or gender relations as a result of the project interventions. (vii) Assess the extent to which project interventions have introduced and tested innovative approaches to poverty reduction in particular any processes, tools or practices that added value or solve a problem in new ways. (viii) Analyze and Present the main lessons learned from project implementation, based on the analysis of what learning from experience may be applicable to a more generic situation (ix) Make an assessment of specific aspects of project implementation that will be worthwhile replicating in future interventions in Rajasthan, or elsewhere? (x) Prepare and present the PCR report in consistence with the annotated outline given in Annex together with Appendices. <p><i>Details can be found in the ToR</i></p>
Co-ordination Point	The direct point of contact from CmF will be Mr. Saurabh Kumar for Project Completion Review and Report Study.
Consultancy Fees/ Payment	The payments for the agency/firm selected will be done in different instalments depending upon the completion of work within the time frame.

	Note – The fee is subject to tax deduction at source as per IT rules. GST, if applicable will be additional.
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PRE-QUALIFICATION CRITERIA FOR SUBMITTING THE PROPOSALS

The Agency/Firm is expected to meet the following prequalification criteria. Agencies failing to either meet these criteria or not furnishing the requisite supporting documents / documentary evidence will not be considered for empanelment.

#	Eligibility Criteria	Supporting Required
1.	The applicant shall be a single entity, registered as a Company, Firm or Society under respective acts in India & should have been in existence in India for the last three years.	Registration Certificate
2.	The vendor must be registered in India with appropriate tax and other administrative authorities.	PAN Card/GST Registration.
3.	The agency, having a turnover of INR 10 Lakhs – Average of last three years would be preferred.	Copy of audited statement of accounts of last three years.
4.	Agency should have the experience of carrying out related assignments of at least 3 rural development projects in the last 5 years.	Copy of the work order and letter of successful completion from the client. Copy of the report of any study out of the same.
5.	The Agency should have experience of conducting such reviews in at least one internationally funded project (e.g. UNO, FAO, World Bank etc.) in the last 3 years.	Details of work done with other organizations.
6.	The Agency should have worked in Rajasthan in similar project.	Details of work done in Rajasthan.
7.	The applicant should furnish an undertaking to the effect that the firm has not been blacklisted in India.	Letter of self-undertaking.
8.	Agency should have at least 5 professionally qualified staff as mentioned in ToR.	Details of key resource persons available.

HOW TO SUBMIT PROPOSAL/BIDS

Proposals are invited from interested agencies for the above assignment and the last date for receiving this is 20th January, 2018 by 4:00 PM at cmf@cmfraj.org. Proposal received after the prescribed deadline will not be considered.

While submitting the proposal, please make sure you write “*Bids for Project Completion Review and Report (PCR) of the MPoWeR Project*” in the subject line.

You are requested to kindly submit the proposal in 2 files separately (i) Financial Bid & (ii) Technical Bid, respectively in the prescribed format only. [Download the prescribed format from here.](#)

Please attach the above things mentioned in the prequalification requirement.

For any queries related to the proposal, you may contact Mr. Saurabh Kumar at 0141-4025909 within the deadline.