

**Government of Assam  
ARIAS SOCIETY (ARIASS)**

**Proposed World Bank aided Assam Agribusiness & Rural Transformation Project (APART)**

***Detailed* REQUEST FOR EXPRESSION OF INTEREST (REOI)**

**For Hiring of a Consultancy Firm for Project Baseline and Monitoring & Evaluation (M&E)**

**ARIASS/APART/M&E/84/2016/75-A**

**Dated Guwahati the 4<sup>th</sup> October, 2016**

1. The Government of Assam (GoA) through the Government of India has applied for a credit of US\$ 200 million from the World Bank (International Development Association) for implementation of the APART. The objective of APART is to increase value-addition and improve resilience in the production and processing of selected agriculture commodities, focusing on small farmers and agro-entrepreneurs in the targeted districts of Assam. The project activities are grouped into three basic components: Component A: Support to Agri Enterprise Development; Component B: Farm - Market Infrastructure Development; Component C: Market-led Production and Resilience Enhancement and Component D: Project Management, Monitoring and Learning.

Implementation of the project activities would be through the line Departments of the Govt. of Assam such as Agriculture, Industries & Commerce, Fisheries, Cooperation, Dairy Development, Animal Husbandry, Sericulture, Public Works, etc. The Project Coordination Unit (PCU) of the ARIASS would act as the nodal coordinating & monitoring agency of the project and would also provide technical support to the implementing departments. The ARIASS now intends to apply a portion of this credit for a consultancy service relating to an assignment for a Project Baseline and comprehensive Monitoring & Evaluation of the APART. The M&E consultancy firm will be initially hired for a period of twenty four (24) months. However subject to satisfactory performance by the consultants, the agreement may be further extended upto a period of sixty (60) months.

2. Briefly the scope of the consultancy assignment for the period of 24 month includes the following: [More details can be seen in the Terms of Reference (TOR) for the assignment at [www.arias.in](http://www.arias.in) ]
  - a) Conduct baseline survey of the project districts and establishing baseline of the project activities.
  - b) Conduct regular monitoring & evaluation of the project's physical inputs & outputs, processes, performance of implementing departments and other stakeholders / institutions and submission of six monthly reports;
  - c) Collection of data using independent surveys, collation and analysis of the same for report preparation;
  - d) Provide advisory support from the M&E perspective to the PCU/ARIASS for the design of a computerized Project Management Information System (PMIS).
3. The State Project Director, ARIAS society now invites eligible consultancy firms/ agency to submit their Expression of Interest (EOI) in providing the Services as mentioned above. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services as indicated in the Draft Terms of Reference (TOR) for the proposed assignment, which may be seen at the website of ARIAS Society viz. [www.arias.in](http://www.arias.in) .
4. **The short-listing criteria includes the following:**
  - a) The firm should be in business atleast for the last seven (07) years;
  - b) The firm should have an average annual turnover of Indian **Rs. 3.00 crore** in each of the last five financial years (i.e. 2015-16, 2014-15, 2013-14, 2012-13 and 2011-12);
  - c) Proven experience of similar assignments relating to baseline and Monitoring and Evaluation studies in government/externally added projects in India in the last five years (i.e. 2015-16, 2014-15, 2013-14, 2012-13 and 2011-12);

- d) Experience in developing and designing survey instrument / data schedules & sampling procedure;
  - e) Experience in designing project monitoring tools for large organizations/ projects using data from multiple service delivery stakeholders contributing to overall project MIS;
  - f) Availability of in-house multidisciplinary technical team and expert staff for the assignment;
5. **The lists of documents to be submitted along with the EOI are (not more than total 60 pages):**
- a. Cover letter in firms letter head including information relating to Name, address, e-mail, telephone, ownership and organizational structure of the consulting firm/ agency;
  - b. Document (s) to demonstrate that the firm is in the business for the last **seven (07)** years;
  - e. Audited Financial statements and Profit & Loss Accounts for the last **five (05)** years (i.e. 2015-16, 2014-15, 2013-14, 2012-13 and 2011-12) along with an abstract certified by a Chartered Accountant showing the year wise Financial Turnover on M&E assignments for the last three years.
  - c. Details of Work Experience and Similar Assignments undertaken during the last five years (i.e. 2015-16, 2014-15, 2013-14, 2012-13 and 2011-12) accompanied by completion or acceptance certificate(s) from the clients. The Statement shall also indicate the M&E experience in World Bank/ADB financed projects.
  - d. Self-certified details of available personnel with qualifications, domain expertise and experience;
6. A Consultant will be selected in accordance with the QCBS method set out in the World Bank's Guidelines: **"THE WORLD BANK Procurement Regulations for IPF Borrowers PROCUREMENT IN INVESTMENT PROJECT FINANCING Goods, Works, Non-Consulting and Consulting Services- July 2016"** (IPF: Investment Project Financing). Attention of the interested Consultants is drawn to the Section-III of the Guidelines relating to World Bank's policy on Conflict of Interest. In addition, please refer to the following specific information on conflict of interest related to this assignment: conflict between consulting activities and procurement of goods, works or non-consulting services; conflict among consulting assignments; and relationship with Borrower's staff.
7. Consulting firm may associate with other firms in the form of a Joint Venture (JV) or a Sub-Consultancy (with joint and several liability) to enhance their qualifications, however this shall be stated very clearly in the EOI and subsequent modifications shall not be allowed.
8. Interested consultancy firms/agencies may submit their expression of interest in hard copy as well as soft copy (in a CD) to the following address not later than **2.00 PM of 28<sup>th</sup> October, 2016**. Further information may be obtained at the address below during 11.00 AM to 4.00 PM on working days. Details will also be available in the website [www.arias.in](http://www.arias.in)

**The State Project Director, ARIAS Society, Project Coordination Unit, Agriculture Complex, Khanapara, G.S. Road, Guwahati-781022 (Assam, India); Tel: 0361-2332125; Tele-Fax: 0361-2332564; email: [spd@arias.in](mailto:spd@arias.in)**