Mahila Arthik Vikas Mahamandal
[MAVIM]

Request for Expressions of Interest

for

Selection of Consultancy firm to conduct Feasibility Study to validate the commodity clusters and related enterprise development opportunities for the implementation of Nav Tejaswini

Ref No: Mavim/NavTej/Pre-proj/P3

Submission Date: 31st May 2020

[IFAD logo]

Investing in rural people
Letter of Invitation Requesting EOsIs

Mumbai

22\textsuperscript{nd} April 2020

Re: Consulting Services to conduct Feasibility Study to validate the commodity clusters and related enterprise development opportunities

Dear Madam/Sir:

1. The Govt. of Maharashtra has applied for financing from the International Fund for Agricultural Development (“the Fund” or “IFAD”) towards the cost of Nav tejaswini Project and Mahila Arthik Vikas Mahamandal (MAVIM)(“the Client”) intends to apply a portion of the proceeds of this loan/grant to eligible payments under this contract, for which this RCQ is issued.

2. The Client now invites Expressions of Interest (EOIs) from legally constituted consulting firms (not individual consultants) to provide the consultant services referenced above. More details on these consultant services are provided in the Abridged Terms of Reference (ATOR). This REOI is open to all eligible entities (“Consultants”) who wish to respond.

3. The Client intends to hire a consulting firm (the “Consultant”) to provide Consulting Services to conduct Feasibility Study to validate the commodity clusters and related enterprise development opportunities. The Consultant may sub-contract selected activities provided that said services do will not exceed 20% of the total consultancy work.

4. Location: In all 34 districts where the CMRCs exist (Details given in ToR)

5. Anticipated Start Date: \textbf{July 2020}

6. Duration of Assignment: within 60 calendar days from the date of signing of contract.

7. Before preparing its EOIs, the Consultant is advised to review the Abridged Terms of Reference attached hereto as Annex 1, which describe the assignment in detail and Annex 2 which delineates how the technical qualifications shall be evaluated for shortlisting.

8. A firm will be selected under \textbf{Quality and Cost Based Selection (QCBS)} method in accordance with the procedures set out in the IFAD Procurement Handbook which are provided on the IFAD website.
9. **Submission Procedure**: Please submit your EOs using the forms provided for this purpose. Your EOs should comprise one (1) original copy each of the EOI Forms.

10. **Procedure**: The Client will evaluate the EOs and shortlist the agencies, who will then be requested to submit technical and financial proposal.

11. EOs shall be submitted in form of scan copy of signed documents to E-mail ID given below not later than 31st May 2020.

    procurement.mavim@gmail.com

Yours sincerely,

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Managing Director,
Mahila Arthik Vikas Mahamandal,
Dear Sir or Madam,

Re: Consulting Services to conduct Feasibility Study to validate the commodity clusters and related enterprise development opportunities

Ref: [insert]

On behalf of my firm, [insert name of firm or JV entity, if applicable], I, the undersigned, offer to provide the consulting services for the above-mentioned assignment in accordance with your REOI dated [insert date].

I am hereby submitting my firm's EOI, which will be open for acceptance for a period of ninety (90) days.

I hereby declare that all the information and statements made in this EOI are true and accept that any misrepresentation contained in it may lead to the firm's disqualification.

We understand you are not bound to accept any EOIs that you may receive.

Yours sincerely,

Authorized Signatory

Name and title of Signatory

Name and Address of Firm
Form EOI-2  Organization of the Consultant

Re: Consulting Services to conduct Feasibility Study to validate the commodity clusters and related enterprise development opportunities for the implementation of Nav Tejaswini
Ref: [insert]

Provide a brief description of the background and organization of your firm/entity and of each Associate for this assignment. Include the organization chart of your firm/entity.

The EOI must demonstrate that the Consultant has the organizational capability and to carry out the assignment.

The Qualifications document shall further demonstrate that the Consultant has the capacity to field and provide experienced replacement Personnel on short notice.

The qualification document should address the following competencies:

(i)  Management Competence
Management competence section will review the overall governance structure, professional staff, financial management setup, past experience of managing a consortium as Lead Consultant, quality control procedures, etc.

(ii) Technical Competence
Technical competence section to review the relevance of the background and experience of the firm, association or JV to the assignment, experience of handling Government/multilateral funded projects, number of similar size assignments undertaken where the Consultant as lead partner number of similar projects and sizes providing support role, etc.

(iii) Geographical competence
Geographical competence section will review the experience of working in the State of Maharashtra, other States with similar agro-climatic conditions and international experience.

Maximum 10 pages
Form EOI-3  Experience of the Consultant

Re: Consulting Services to conduct Feasibility Study to validate the commodity clusters and related enterprise development opportunities for the implementation of Nav Tejaswini

Ref: [insert]

[Using the format below, provide information on each relevant assignment for which your firm, and each Associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within an association, for carrying out consulting services similar to the ones requested under the Abridged Terms of Reference included in this REOI. The EOI must demonstrate that the Consultant has a proven track record of successful experience in executing projects similar in substance, complexity, value, duration, and volume of services sought in this procurement. Maximum 20 pages]

<table>
<thead>
<tr>
<th>Assignment name:</th>
<th>Approx. value of the contract (in INR):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Country:</td>
<td>Duration of assignment (months):</td>
</tr>
<tr>
<td>Location within country:</td>
<td>Total No. of staff-months of the assignment:</td>
</tr>
<tr>
<td>Name of client:</td>
<td>Approx. value of the services provided by your firm under the contract (in INR):</td>
</tr>
<tr>
<td>Address, and contact details (including email address(es)):</td>
<td></td>
</tr>
<tr>
<td>Start date (month/year):</td>
<td>Completion date (month/year):</td>
</tr>
<tr>
<td>Name of associated consultants, if any:</td>
<td>Name of proposed senior professional staff of your firm involved and functions performed (indicate most significant profiles such as project director/coordinator, team leader):</td>
</tr>
<tr>
<td>Narrative description of project:</td>
<td></td>
</tr>
<tr>
<td>Description of actual services provided by your staff within the assignment:</td>
<td></td>
</tr>
</tbody>
</table>

Name of Firm: ________________________________
ANNEX 1

ABRIDGED TERMS OF REFERENCE

Consulting Services to conduct Feasibility Study to validate the commodity clusters and related enterprise development opportunities for the implementation of Nav Tejaswini

1. Background

MahilaArthik Vikas Mahamandal (MAVIM) is implementing IFAD assisted Nav Tejaswini – Maharashtra Rural Women’s Enterprise Development Program. The Nav Tejaswini project will cater mostly to marginal and small farmers and micro-entrepreneurs – to transform their farm and non-farm livelihoods into commercially viable micro and small enterprises, through linkages with market and access to technical and financial service providers. The overall goal of the project is to enable one million rural poor households to overcome poverty. The program will be operated in over 10,000 villages spread over 300 blocks in 35 rural districts of Maharashtra through its 250 Community Managed Resource Centres (CMRCs) – registered federations of SHGs. Nav Tejaswini will be implemented between 2020-2026.

In preparation of project implementation, MAVIM conducted a basic ground level exercise to identify potential commodities and geographical regions for the development of individual and collective women enterprises around the value chains of these commodities (see annex 1). MAVIM’s study was focused on marketable surplus of different agricultural commodities, by clusters. However, MAVIM requires the assistance of a qualified agency to validate the crop/commodities/activities and their geographical coverage and to advise on the opportunities, constraints, risks and required investments in promoting the identified enterprises in these commodity clusters.

Therefore, MAVIM invites Request for Expression of Interest from reputed Technical Agencies to conduct a state-wide validation of the commodity clusters identified by MAVIM and recommend remunerative enterprise development along the value chains of these commodities.

2. Objective and Scope of Work

The main objective of the study is to validate the commodity clusters identified by MAVIM and recommend remunerative enterprise development along the value chains of these commodities.

3. Tasks to be performed by the selected Technical Agency

The assignment will cover all 250 CMRCs, in all 34 districts where the CMRCs exist. The scope of work for this assignment includes:

i. Review the commodity and cluster mapping already conducted by MAVIM and the collective and individual enterprises identified in these commodity clusters.

ii. Assess the market potential and local infrastructure (production, area cultivated, irrigation, roads, markets, etc.) w.r.t. each commodity/crop/activity.
iii. Assess the investments required to develop remunerative and sustainable individual and collective enterprises in the identified commodity clusters. The capacity of the investment (capacity of production, processing units, storage facilities, etc…) and type of technology will be assessed in line with supply and demand opportunities and constraints. The proposed technology proposed for the enterprises to be developed/expanded in the commodity clusters will take into consideration environmental considerations related to work safety, waste disposal, water use efficiency and energy use efficiency.

iv. Assess opportunities/ constraints to access financial resources for these investments (financial institutions, microcredit, micro-leasing, Government schemes, etc.) and requirements that need to be fulfilled by entrepreneurs and CMRCs.

v. Assess opportunities/ constraints to access skill development for the effective management of proposed enterprises in the commodity clusters. A list of recommended training entities will be provided, covering both business development as well as vocational skill to improve quality and production efficiency of the commodity.

vi. Assess opportunities/ constraints for business linkages with players along the value chain. The technical Agency will propose the modalities for such business linkages, contract farming, etc.

vii. Estimate the increase in income for beneficiaries involved in the proposed enterprises promoted in the commodity clusters.

viii. Validate whether the commodities/clusters identified by MAVIM are accurate. If not, suggest suitable changes and corrections and update the data. For this, agency needs to take sample of at least 1 commodity from each CMRC. However, looking at the seasonal variations across all CMRCs, the agency is supposed to take sample of at least one commodity from each season i.e. kharif and rabi.

ix. Compile other resources such as women’s organizations, business organizations, community organizations, etc., that are present in the identified commodity clusters or that are well performing enterprises in the value chain of identified commodities;

x. Document the presence of women small businesses owners in the identified commodity clusters.

xi. Prepare a report on the findings of the assignment.

The selected Agency will be required to contact MAVIM state & district team, CMRCs, the organizations, NGOs, firms, banks and other financial institutions, individuals, government and quasi government bodies to determine the feasibility of taking up those commodities/activities in the selected districts.
ANNEX 2

Qualification and Evaluation Criteria

1. A Proposal will be rejected if it does not earn a total minimum score of 70 marks. A Proposal may be rejected, at the discretion of the Client, if the firm does not satisfy the mandatory criteria as per table below. In addition, Proposals may be rejected, at the discretion of the Client, if any of the Key Personnel fails to satisfy the mandatory requirements.

The Consultant will be rejected if its Proposal does not clearly demonstrate that it meets the following Minimum Mandatory Criteria:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Eligibility Criteria</th>
<th>Document/ Information to be submitted with proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Agency should have existence for a period of at least 10 years as on 31st March, 2019</td>
<td>Certificate of Incorporation</td>
</tr>
<tr>
<td>2</td>
<td>Turnover of at least Rs. 1 crore in the last 3 financial years (2018-19, 2017-18, 2016-17) as revealed by audited accounts.</td>
<td>Audited financial statements</td>
</tr>
<tr>
<td>3</td>
<td>Agency should have experience of at least three large related subject projects with value above Rs 25 lakhs each in last 3 years.</td>
<td>Letter from concern organization</td>
</tr>
<tr>
<td>4</td>
<td>The bidder shall not be blacklisted by any Government/Semi Government organizations in India, as on date of submission of bid.</td>
<td>Declaration regarding clean track should be attached for the bidder.</td>
</tr>
</tbody>
</table>
Table 1: Criteria and Point System for the Evaluation

<table>
<thead>
<tr>
<th>Item</th>
<th>Criteria</th>
<th>Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td>Management Competency</td>
<td>25</td>
</tr>
<tr>
<td></td>
<td>Under this criteria the overall governance structure, professional staff, past experience of managing a consortium as Lead Consultant, ability and experience of sourcing consultants on different themes, quality control procedures, etc will be reviewed.</td>
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<tr>
<td>B.</td>
<td>Technical Competency</td>
<td>60</td>
</tr>
<tr>
<td></td>
<td>Under this criteria, the relevance of the background and experience of the firm, association or JV to the assignment, experience of handling Government/multilateral funded projects, number of similar size assignments undertaken where the Consultant as lead partner number of similar projects and sizes providing support role, etc., will be reviewed.</td>
<td></td>
</tr>
<tr>
<td>C.</td>
<td>Geographical Competency</td>
<td>15</td>
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<tr>
<td></td>
<td>Under this criteria specific experience of working in the State of Maharashtra, in other States with similar agro-climatic conditions and international experience will be reviewed.</td>
<td></td>
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<tr>
<td></td>
<td>Total Marks</td>
<td>100</td>
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<tr>
<td></td>
<td>Minimum marks required to pass</td>
<td>70 Marks</td>
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</tbody>
</table>